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1	<b>FINANCE AND RESOURCES COMMITTEE BUSINESS PLANNER</b>								
	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	<b>Report Title</b>	<b>Minute Reference/Committee Decision or Purpose of Report</b>	<b>Update</b>	<b>Report Author</b>	<b>Chief Officer</b>	<b>Directorate</b>	<b>Terms of Reference</b>	<b>Delayed or Recommended for removal or transfer, enter either D, R, or T</b>	<b>Explanation if delayed, removed or transferred</b>
3			<b>07 December 2022</b>						
4	Work Plan & Business Cases – Revenue	To seek approval of the estimated expenditure on the procurement business cases.		Mel Mackenzie	Commercial and Procurement	Commissioning	1.1.5		
5	Commissioning and Procurement Services Risk Register	To present the C&PSS risk register.	Transferred from SCC	Craig Innes	Commercial and Procurement	Commissioning	2.1.4	<b>R</b>	The C&PSS Risk Register report is already included in the business planner for the July meeting of Finance and Resources, this ensures that reporting is aligned with the overall reporting of risk registers for Commissioning.
6	Performance Management Framework Report – Commissioning and Resources	To inform Members of service delivery performance, commitments and priorities relating to City Growth, Resources, Commercial and Procurement as reflected within the Council's commissioning intentions and the Council Delivery Plan.		Alex Paterson/Louise Fox	Chief Officer – Data and Insights	Customer	2.1.3		



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2									
11	New Housing Programme Delivery	To provide an update to Committee in relation to the Housing Development Programme		John Wilson	Capital	Resources	1.1	R	All capital monitoring reports will be incorporated into a single Committee report to provide an overview of the progress an up to date status
12	Summerhill New Build Housing Project Update	To provide an update to Committee in relation to the Summerhill Housing Development		John Wilson	Capital	Resources	1.1	R	All capital monitoring reports will be incorporated into a single Committee report to provide an overview of the progress an up to date status
13	B999 Shielhill Junction	to provide an update on the project		Alan McKay	Capital	Resources	1.1	R	All capital monitoring reports will be incorporated into a single Committee report to provide an overview of the progress an up to date status
14	Auchmill New Build Housing Project	To provide an update to Committee in relation to the Auchmill Housing Development		John Wilson	Capital	Resources	1.1	R	All capital monitoring reports will be incorporated into a single Committee report to provide an overview of the progress an up to date status
15	Aberdeen Art Gallery	Capital Programme Committee 1 December 2021 - The Aberdeen Art Gallery Post Project Evaluation Report is delayed until the on-going contractual and legal process to reach a contract/financial settlement with the appointed Principal Contractor for the main works has been resolved.		John Wilson	Capital	Resources	1.1	R	All capital monitoring reports will be incorporated into a single Committee report to provide an overview of the progress an up to date status
16	Wallace Tower	To advise committee of the outcome of the consultation regarding the proposed disposal of this Common Good property following the amendment to the original request by the Tillydrone Community Development Trust.		Cate Armstrong	Corporate Landlord	Resources	4.1 & 4.4		
17	Property Auction-alternative avenue of surplus asset disposal pilot project	To request committee approval to undertake a pilot project to take surplus assets to property auction for disposal.		Peter Thatcher	Corporate Landlord	Resources	4.1 & 4.4	D	This project/ report has been delayed due to unfilled posts and re-organising of priorities within the team (update provided by Peter Thatcher on 27/10/22)

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18	Bucksburn Academy Extension - Outline Business Case	The EODC on 08/09/22 agreed to note that officers had completed a feasibility study on the proposed permanent extension to Bucksburn Academy, and instruct the Chief Officer – Corporate Landlord to report back to the Finance and Resources Committee with an outline business case for consideration.		Andrew Jones/Maria Thies	Corporate Landlord	Resources	1.1, 1.1.4, 1.1.9 & 4.1	D	The Implementation Plan for the revised Estate Plan is to be presented to E&CS committee in November for approval. This plan is currently reporting the Bucksburn Academy Extension project to the meeting of F&R in February 2023 (update provided by Maria Thies on 01/11/22)
19	Tolbooth Museum External Improvements and Structural Repairs	To seek approval of the full business case for improvement works at the Tolbooth Museum. In addition to seek approval to award the contract as indicated within the report.		Alastair Reid	Corporate Landlord	Resources	4.1		
20	Local Authority Bus Services	The CG&R Committee on 26/09/19 agreed to instruct the Director of Resources to monitor the sale position of First Aberdeen Limited and report back to the City Growth and Resources Committee on 6 February 2020 with an update on the proposed sale and recommended next steps for the Council.  The CG&R Committee on 28/10/20 agreed that given that First Bus has indicated it is no longer for sale, instruct the Chief Officer – Strategic Place Planning to report back to the City Growth and Resources Committee in February 2022 with the steps that would be necessary to establish the setting up by the Council of a municipal bus company as part of the Council's commitment to green energy and net zero and in order to fulfil any obligations under any low emission zone that the Council may wish to implement.		Chris Cormack	Operations and Protective Services	Resources	2.1.1		
21	Unrecoverable Debt	To advise numbers and values of Council Tax, Non-Domestic Rates, Housing Benefit Overpayments, Penalty Charge Notices, Bus Lanes Enforcement Charge Notices, Service Income and Council House Rent debts made unrecoverable during 2021/22 as required in terms of the Council's Financial Regulations and approve Non-Domestic Rates write offs in excess of £25,000.		Wayne Connell	Customer Experience	Customer	1.1.13		

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22	Community Wealth Building	The CG&R Committee on 10/11/21 agreed to instruct the Chief Officer - City Growth to present to the February meeting of the committee details in respect of an Aberdeen Community Wealth Building approach to maximising local economic impact and an integrated approach by the Council to supporting businesses and the delivery of investment opportunities  The Committee on 3/2/22 agreed to defer this. At the city region level, stakeholders are discussing a refresh of the 2015 Regional Economic Strategy. In light of this work, and its focus		Jim Johnstone	City Growth	Commissioning	2.1.2, 3.2 & 3.4		
23	Place Based Investment Programme and UK Shared Prosperity Fund	To seek approval of funding from the Place Based Investment Fund and the Shared Prosperity Fund		Stuart Bews	City Growth	Commissioning	1.1.8, 1.1.11 & 3.4		
24	Proposed Disposal of Altens Lorry Park	To advise the committee of the proposal to sell the ground lease site comprising the Altens Lorry Park and Warehouse Site to the Council's tenant.		Peter Ward	Corporate Landlord	Resources	4.1 & 4.4		
25			<b>01 February 2023</b>						
26	Scotland Excel Annual Report	To consider the annual Scotland Excel report	Transferred from SCC - due to be reported February 2023	Melanie Mackenzie	Commercial and Procurement	Commissioning	1.1		
27	Events 365 Update & Forward Plan	To report on the 2016 Events Plan (events, key performance indicators); to agree a plan for the next three years	to be submitted prior to March 2023	Matthew Williams	City Growth	Commissioning	2.1.2 & 3.2		

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28	Proposals for Investment for Works at Riverbank School to Accommodate the Relocation of St. Peter's School	<p>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.</p> <p>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.</p> <p>Education Operational Delivery Committee on 8th September 2022 agreed to instruct the Chief Officer Capital to submit the refurbishment of the Riverbank School building project as a priority project for LEIP phase 3 funding and to report back to the Education and Children's Services Committee with an update on the outcomes of the funding bid and recommendations on next steps.</p>	The CG&R Committee on 21/9/22 noted that given the decision at EODC on 8/9/22 (see column B) a report will now be submitted in February 2023	Andrew Jones/Maria Thies	Corporate Landlord	Resources	1.1, 1.1.4, 1.1.9 & 4.1		
29	St Machar Academy - Removal of Unused Modular Classroom Buildings - Feasibility Study	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	Resources	1.1, 1.1.4, 1.1.9 & 4.1	D	The E&CS on 8/11/22 considered its school estate delivery plan and it was agreed that this would be considered at the November 2023 F&R meeting.
30	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.		Stephen Booth	Corporate Landlord	Resources	4.1		
31	Procurement Workplan and Business Cases - Capital Expenditure	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	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	1.1.6		

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32	Work Plan & Business Cases – Revenue	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		
33	School Estate Plan: Bucksburn Academy Extension - Outline Business Case	To seek approval of an outline business case for the permanent extension of Bucksburn Academy, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
34	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		
35			<b>29 March 2023</b>						
36	Christmas Village 2022 Feedback Report	To provide feedback on the 2022 Christmas Village, and make recommendations for the 2023 and beyond		Matthew Williams	City Growth	Commissioning	2.1, 2.1.1 & 2.1.2		
37	City Centre Multi Storey Blocks - Option Appraisal	Council on 10/03/21 agreed (1) to approve £250,000 from the Housing Capital Programme to undertake a full option appraisal on the city centre multi storey blocks to consider future development and investment opportunities; and (2) to instruct the Chief Officer - Corporate Landlord to report back the outcome from the option appraisal of (1) above to the City Growth and Resources Committee no later than March 2022  The CG&R Committee on 3/2/22 agreed to defer this whilst further consideration of the outcome of the Council's appeal regarding the listing of these blocks is undertaken. The report will be submitted (likely June 2022) once a way forward has been established.	The F&R Committee on 02/11/22 heard from the Chief Officer - Corporate Landlord and noted that survey works were ongoing and a report would likely be submitted to Committee in early 2023.	Ian Perry/Bill Watson	Corporate Landlord	Resources	4.1		
38	Procurement Workplan and Business Cases - Capital Expenditure	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	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	1.1.6		

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39	Work Plan & Business Cases – Revenue	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		
40	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		
41			<b>17 May 2023</b>						
42	Procurement Workplan and Business Cases - Capital Expenditure	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	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	1.1.6		
43	Work Plan & Business Cases – Revenue	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		
44	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		Andrew Jones	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
45	School Estate Plan: Bucksburn/Newhills Primary School Provision - Outline Business Case	To seek approval of an outline business case for establishing new primary school provision for Bucksburn/Newhills, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		

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46	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		
47			<b>05 July 2023</b>						
48	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		
49	Procurement Workplan and Business Cases - Capital Expenditure	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	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	1.1.6		
50	Work Plan & Business Cases – Revenue	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		
51	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		
52			<b>13 September 2023</b>						
53	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		
54	Annual Committee Effectiveness Report	To present the Annual Committee Effectiveness Report		Mark Masson	Governance	Governance	GD 8.5		

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55	Procurement Workplan and Business Cases - Capital Expenditure	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	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	1.1.6		
56	Work Plan & Business Cases – Revenue	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		
57	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	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
58	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	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
59	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		
60			<b>22 November 2023</b>						
61	Ellon Park & Ride to Garthdee Transport Corridor Study (Bus Partnership Fund)	The Committee on 3/2/22 agreed to instruct the Chief Officer - Strategic Place Planning to report back to this Committee with the Outline Business case and next steps by December 2023.		Kevin Pert	Strategic Place Planning	Commissioning	3.2 & 3.3	T	this is a Bus Partnership Fund project we plan to bring to NZET Committee in either June or August
62	A96 Multi-Modal Study	The CG&R Committee on 21/6/22 agreed to instruct the Chief Officer - Strategic Place Planning to report back to this Committee with the Outline Business Case and next steps by December 2023.		Ken Neil	Strategic Place Planning	Commissioning	3.2 & 3.3	T	this is a Bus Partnership Fund project which will come to a future NZET Committee, currently on hold as we resolve grant conditions with Transport Scotland before progressing to the next stage.

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63	Procurement Workplan and Business Cases - Capital Expenditure	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	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	1.1.6		
64	Work Plan & Business Cases – Revenue	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		
65	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	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
66	School Estate Plan: St Machar Academy Outdoor Space Improvements Condition & Suitability - Outline Business Case	To seek approval of an outline business case for making improvements to the outdoor space at St Machar Academy, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
67	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	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
68	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		
69			<b>2024</b>						



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77			TBC						
78	Marywell to A956 Wellington Road – Cycle Path (RCD5394) 19/20	The CG&R Committee on 6 June 2019 agreed to instruct the Chief Officer – Capital and Chief Officer – Strategic Place Planning to undertake detailed design and cost estimates of the Preferred Route and connections, and to report back to this Committee for approval to construct in due course.	While the Sustrans Places for Everyone Funding is now available for application, this is now undertaken with different stages being applied for in specified windows throughout the year. There is currently no available resource to prepare a bid for the next stage of design due to other immediate priorities. (update provided by Joanna Murray on 17/11/22)	Alan McKay	Capital	Resources	3.2		
79	Freeport/Greenport update	The CG&R on 11/5/21 agreed to instruct the Chief Officer - City Growth to report back to this Committee on the development and outcome of any proposals if they progress.	Chief Officer – City Growth reported back to the Council meeting on 25 August 2022 on the submission of the North East of Scotland Green Freeport bid. At the time of writing, the outcome of the bidding process is not known.	Jamie Coventry	City Growth	Commissioning	3.2		
80	Developer Obligations - Asset Plans	<p>The CG&amp;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&amp;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 has still not been published, and after publication a new delivery plan is due to be prepared sometime in 2023 (update provided by David Dunne on 25/10/22)	David Dunne/James Welsh	Strategic Place Planning	Commissioning	3.2		

