

Environment, Development and Transport Committee

Item No.

Report title:	Forward Plan and decisions taken under delegated authority
Date of meeting:	17 March 2017
Responsible Chief Officer:	Tom McCabe - Executive Director, Community and Environmental Services
Strategic impact The Committee Forward Plan sets out the items/decisions programmed to be brought to this Committee for consideration in relation to environment, development and transport issues in Norfolk. The plan helps the Committee to programme the reports and information it needs in order to make timely decisions. The plan also supports the Council's transparency agenda, providing service users and stakeholders with information about the Committee's business. It is important that there is transparency in decision making processes to enable Members and the public to hold the Council to account.	

Executive summary

This report sets out the Forward Plan for the Environment, Development and Transport Committee. The Forward Plan is a key document for this committee to use to shape future meeting agendas and items for consideration, in relation to delivering environment, development and transport issues in Norfolk.

Each of the Council's committees has its own Forward Plan, and these are published monthly on the County Council's website. The Forward Plan for this Committee (as at 24 February 2017) is included at Appendix A.

This report is also used to update the Committee on relevant decisions taken under delegated powers by the Executive Director within the Terms of Reference of this Committee. There are six relevant delegated decisions to report to this meeting.

Recommendations:

- 1. To review the Forward Plan and identify any additions, deletions or changes to reflect key issues and priorities the Committee wishes to consider.**
- 2. To note the delegated decisions set out in section 2.**

1. Forward Plan

- 1.1. The Forward Plan is a key document for this committee in terms of considering and programming its future business, in relation to environment, development and transport issues in Norfolk.
- 1.2. The current version of the Forward Plan (as at 24 February 2017) is attached at Appendix A.
- 1.3. The Forward Plan is published monthly on the County Council's website to enable service users and stakeholders to understand the planning business for this Committee. As this is a key document in terms of planning for this Committee, a live working copy is also maintained to capture any changes/additions/amendments identified outside the monthly publishing schedule. Therefore, the Forward Plan attached at Appendix A may differ

slightly from the version published on the website.

- 1.4. If any further changes are made to the programme in advance of this meeting they will be reported verbally to the Committee.

2. Delegated decisions

- 2.1. The report is also used to update on any delegated decisions within the Terms of Reference of this Committee that are reported by the Executive Director as being of public interest, financially material or contentious. There are six relevant decisions to report to this meeting, as set out below.

Subject: Broads Authority Local Plan Preferred Options response

Decision: Agreed a response to the consultation providing both strategic and detailed comments covering Minerals and Waste, Water and Flooding, Green Infrastructure, Transport, Economic Development, Public Health and Planning Obligations.

Taken by: Executive Director of CES, in consultation with the Chair and Vice Chair of EDT Committee and the Local Member

Taken on: 1 February 2017

Contact for further information: Laura Waters, Planner
Email laura.waters@norfolk.gov.uk
Phone 0344 800 8020

Subject: Broadland District Council Consultation on their draft Local Development Order (LDO) covering the Greater Norwich Food Enterprise Zone

Decision: Agreed a response to the consultation setting out a number of detailed comments on the draft LDO in respect of the County Council's statutory functions as: Minerals and Waste Planning Authority; Highways Authority; Lead Local Flood Authority.

Taken by: Executive Director of CES, in consultation with the Chair and Vice Chair of EDT Committee and the Local Member

Taken on: 8 February 2017

Contact for further information: Stephen Faulkner, Principal Planner
Email stephen.faulkner@norfolk.gov.uk
Phone 0344 800 8020

Subject: Examination of the Single Issue Silica Sand Review of the Minerals Site Specific Allocations DPD

Decision: To make three minor modifications to the Silica Sand Review. EDT Committee agreed 11 March 2016 to delegate power to the Executive Director to make minor modifications.

Taken by: Executive Director of CES

Taken on: 17 February 2017

Contact for further information: Caroline Jeffery, Principal Planner
Email caroline.jeffery@norfolk.gov.uk
Phone 0344 800 8020

Subject: Norfolk County Council's Planning Obligations Standards 2017 update

Decision: To update Planning Obligations Standards for 2017 to reflect changes in national legislation on education; and contact details both within NCC and in the respective district councils.

Taken by: Executive Director of CES, in consultation with the Chair and Vice Chair of EDT Committee and the Local Member

Taken on: 21 February 2017

Contact for further information: Stephen Faulkner, Principal Planner
Email stephen.faulkner@norfolk.gov.uk
Phone 0344 800 8020

Subject: Petition asking for pedestrian crossings on Station Road and Dereham Road, Reepham

Decision: Response sent to the lead petitioner explaining that improvements schemes like this are implemented in priority order. Sites with the highest priority first need a formal assessment. This site is not currently a high priority because there is a good safety record. To acknowledge the desire for a crossing and the level of public support, suggested that the petitioners consider working with their local parish council to submit a bid under the Parish Partnership Scheme. This could enable the assessment to be carried out.

Taken by: Executive Director of CES, in consultation with the Chair and Vice Chair of EDT Committee and the Local Member

Taken on: 28 February 2017

Contact for further information: Jon Winnett, Highway Engineer
Email jon.winnett@norfolk.gov.uk
Phone 0344 800 8020

Subject: Petition to stop speeding in Downham Market by reducing speed limits through the village

Decision: Response sent to the lead petitioner confirming that the current 40mph speed limits are in line with the County Council's Speed Management Strategy. The response also explained the strategy and why the limit has been set at 40mph.

Taken by: Executive Director of CES, in consultation with the Chair and Vice Chair of EDT Committee and the Local Member

Taken on: 28 February 2017

Contact for further information: Andrew Wallace, Highway Engineer
Email Andrew.wallace@norfolk.gov.uk
Phone 0344 800 8020

3. Evidence

- 3.1. Bringing together the business for this Committee into one Forward Plan enables Members to understand all of the business programmed. This is a tool to support the Committee to shape the overall programme of items to be

considered to ensure they reflect the Committee's priorities and responsibilities.

4. Financial Implications

- 4.1. There are no financial implications arising from this report.

5. Issues, risks and innovation

- 5.1. The Forward Plan indicates the issues/decisions which have potential implications for other service committees. There are separate Forward Plans owned by each Committee, including the Economic Development Sub-Committee.

6. Background

N/A

Officer Contact

If you have any questions about matters contained in this paper or want to see copies of any assessments, e.g. equality impact assessment, please get in touch with:

Officer name : Sarah Rhoden

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Email address : sarah.rhoden@norfolk.gov.uk



If you need this report in large print, audio, braille, alternative format or in a different language please contact 0344 800 8020 or 0344 800 8011 (textphone) and we will do our best to help.

Forward Plan for EDT Committee

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
Meeting : Friday 2 June 2017			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
Update from Economic Development Sub Committee	None	To note	Acting Assistant Director Economic Dev and Strategy (Vince Muspratt)
Recommendations of the Greater Norwich Partnership Board	None	To consider any recommendations from the March meeting of the GNDP Board.	Principal Planner (Phil Morris)
Better Broadband for Norfolk Programme update	None	None	Programme Director (Karen O'Kane)
Forward Plan and decisions taken under delegated authority	None	To review the Committee's forward plan and agree any amendments/additions and to note the decisions taken under delegated authority	Business Support and Development Manager (Sarah Rhoden)
Risk management	None	Review and comment on the risk information and consider any areas of risk that require a more in-depth analysis	Chief Internal Auditor (Adrian Thompson)
Performance management	Link to Ec Dev Sub-Committee	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin Goreham)
Finance monitoring	No	To review the service's financial	Finance Business Partner

Forward Plan for EDT Committee

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
		position in relation to the revenue budget, capital programme and level of reserves.	(Andrew Skiggs)
Appointments to internal and external Bodies	None	To agree appointments to internal and external bodies	Head of Democratic Services (Chris Walton)
Norfolk Energy Futures – to consider the NEF business plan and options available	None	To consider the NEF business plan and options available (as required by Committee on 11 November 2016)	Assistant Director Environment & Planning (David Collinson) Assistant Director Finance (Harvey Bullen)
Meeting : Friday 7 July 2017			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
Update from Economic Development Sub Committee	None	To note	Acting Assistant Director Economic Dev and Strategy (Vince Muspratt)
Forward Plan and decisions taken under delegated authority	None	To review the Committee's forward plan and agree any amendments/additions and to note the decisions taken under delegated authority	Business Support and Development Manager (Sarah Rhoden)
Finance monitoring	No	To review the service's financial position in relation to the revenue budget, capital programme and level of	Finance Business Partner (Andrew Skiggs)

Forward Plan for EDT Committee

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
		reserves.	
Highway Asset Performance	None	Review highway asset performance against targets for strategy, note any changing circumstances, consider and take action as required. Review improvement plan on Code of Practice 2016 for Highways Infrastructure assets, leading to proposed adoption.	Head of Highways (Nick Tupper)
Meeting : Friday 15 September 2017			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
Update from Economic Development Sub Committee	None	To note	Acting Assistant Director Economic Dev and Strategy (Vince Muspratt)
Forward Plan and decisions taken under delegated authority	None	To review the Committee's forward plan and agree any amendments/additions and to note the decisions taken under delegated authority	Business Support and Development Manager (Sarah Rhoden)
Finance monitoring	No	To review the service's financial position in relation to the revenue budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)
Meeting : Friday 20 October 2017			

Forward Plan for EDT Committee

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
Update from Economic Development Sub Committee	None	To note	Acting Assistant Director Economic Dev and Strategy (Vince Muspratt)
Forward Plan and decisions taken under delegated authority	None	To review the Committee's forward plan and agree any amendments/additions and to note the decisions taken under delegated authority	Business Support and Development Manager (Sarah Rhoden)
Risk management		Review and comment on the risk information and consider any areas of risk that require a more in-depth analysis	Chief Internal Auditor (Adrian Thompson)
Performance management	Link to Ec Dev Sub-Committee	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin Goreham)
Finance monitoring	No	To review the service's financial position in relation to the revenue budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)
Meeting : Friday 10 November 2017			
Verbal update/feedback from Members of the	None	To receive feedback	Members

Forward Plan for EDT Committee

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
Committee regarding Member Working Groups or bodies that they sit on			
Update from Economic Development Sub Committee	None	To note	Acting Assistant Director Economic Dev and Strategy (Vince Muspratt)
Forward Plan and decisions taken under delegated authority	None	To review the Committee's forward plan and agree any amendments/additions and to note the decisions taken under delegated authority	Business Support and Development Manager (Sarah Rhoden)
Finance monitoring	No	To review the service's financial position in relation to the revenue budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)

Items for future meetings	Outline timescale	Requested committee action (if known)	Lead officer
Opportunities to increase commercial activity for the highways service – business case	By September 2017	To consider a Business Case to help inform the potential for a more commercial trading organisation.	Head of Highways (Nick Tupper)

Regular items	Frequency	Requested committee action (if known)	Lead officer
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Forward Plan for EDT Committee

Appendix A

Regular items	Frequency	Requested committee action (if known)	Lead officer
Update from Economic Development Sub Committee	Every meeting (where the Sub-Committee have met prior)	To note	Assistant Director Economic Dev and Strategy (Fiona McDiarmid)
Forward Plan and decisions taken under delegated authority	Every meeting	To review the Committee's forward plan and agree any amendments/additions and to note the decisions taken under delegated authority	Business Support and Development Manager (Sarah Rhoden)
Performance management	Four meetings each year – January, March, June/July, October	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin Goreham)
Risk management	Four meetings each year – January, March, June/July, October	Review and comment on the risk information and consider any areas of risk that require a more in-depth analysis	Chief Internal Auditor (Adrian Thompson)
Finance monitoring	Every meeting	To review the service's financial position in relation to the revenue budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	Every meeting	To receive feedback	Members