

Environment, Development and Transport Committee

Item No.

Report title:	Forward Plan and decisions taken under delegated authority
Date of meeting:	18 May 2018
Responsible Chief Officer:	Tom McCabe – Executive Director, Community and Environmental Services
Strategic impact Providing regular information about key service issues and activities supports the Council's transparency agenda and enables Members to keep updated on services within their remit. 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 EDT 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 17 April) 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 (or his team), within the Terms of Reference of this Committee. There are two relevant delegated decisions to report to this meeting.

Recommendations:

Members are recommended to:

- 1. Review the Forward Plan at Appendix A and identify any additions, deletions or changes to reflect key issues and priorities the Committee wishes to consider.**
- 2. Note the delegated decisions set out in section 2 of the report.**

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 communities issues in Norfolk.
- 1.2. The current version of the Forward Plan (as at 17 April) 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. 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 two relevant delegated decisions to report for this meeting.

2.2. **Subject: Traffic Regulation Order: Great Yarmouth Seafront Parking Amendments**

Decision: To approve the Order, as advertised. The changes amend the existing Traffic Regulation Orders along north Drive and Marine Parade to:-

- Enable virtual payment options, including 'pay by phone' in the residents' parking zones
- Enable 'pay by phone' options in the Pay and Display bays on the seafront
- Amend the period of operation of the Pay and Display bays in the central area of the seafront (Marine Parade) to operate all year (rather than seasonal)

In addition, some changes will be made to help tackle anti-social behaviour in the area:-

- Increasing the time duration for the overnight waiting restrictions in the parking bays on South Beach Parade
- Introducing parking restrictions to the Eastern footway, between Main Cross Road to the south and King's Road in the north.

A public consultation was carried out and six objections were received.

Taken by: Executive Director in consultation with the Committee Chair and Vice Chair

Note that there is no delegated power for officers to approve Traffic Regulation Orders where objections are received. The decision to approve this Order was taken under the urgent business procedure.

Taken on: 16 April 2018

Contact for further Dave Stephens, Team Manager Network Safety and Sustainability

Information: Email dave.stephens@norfolk.gov.uk
Phone 0344 800 8020

2.3. **Subject: Government consultation on proposals for the creation of a Major Road Network**

Decision: To respond to the consultation.

A copy of the consultation response can be made available to Members.

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

Taken on: 5 April 2018

Contact for further Information: David Cumming, Interim Team Leader Transport
Email david.cumming@norfolk.gov.uk
Phone 0344 800 8020

3. Evidence

3.1. As set out in the report and appendices.

4. Financial Implications

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

5. Issues, risks and innovation

5.1. There are no other relevant implications to be considered by Members.

6. Background

6.1. N/A

Officer Contact

If you have any questions about matters contained in this paper or want to see copies of any assessments, eg 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 6 July 2018			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
Highway Asset Performance		Review and comment on the highway asset performance report against the performance and asset management strategy. To consider whether any changes are required.	Assistant Director Highways (Nick Tupper)
Commercialisation of Highways Services	Communities Committee - Highways services include providing a fleet service to Fire and Rescue'	To consider a Business Plan from Norse (NPS) to ascertain whether delivery of traded highway services is financially viable through a Joint Venture with Norse	Assistant Director, Highways (Nick Tupper)
Performance management	None	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin Goreham)
Hardings Way South Traffic Order	None	King's Lynn and West Norfolk Borough Council (KLWNBC) applied for, and were consented, a planning application to provide three new access to serve development at the southern end of Hardings Way. As a TRO is required as part of the planning permission, Norfolk	Assistant Director, Highways (Nick Tupper) /Interim Highway Design & Development Manager (Paul Donnachie)

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Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
		County Council (NCC) must be involved in their capacity as Traffic Authority. This report updates members on progress in view of objections, and seeks approval to proceed	
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) / Risk Management Officer (Thomas Osborne)
Finance monitoring	None	To review the service's financial position in relation to the revenue budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)
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	Head of Support and Development (Sarah Rhoden)
Meeting: Friday 7 September 2018			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
Statement of Community Involvement for the Norfolk Minerals and Waste Local Plan	No	Agree the revised updates to the document	Head of Planning (Nick Johnson)

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Finance monitoring	None	To review the service's financial position in relation to the revenue budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)
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	Head of Support and Development (Sarah Rhoden)
Meeting: Friday 12 October 2018			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
Annual review of the Enforcement Policy	Communities Committee is also asked to confirm the CES Enforcement Policy meets the requirements of Communities services Policy & Resources Committee is the approval body for the policy	To confirm the revised CES Enforcement Policy and its annex documents meet the requirements of Communities services, prior to consideration by Policy & Resources committee.	Head of Trading Standards (Sophie Leney)
Performance management	None	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin

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			Goreham)
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) / Risk Management Officer (Thomas Osborne)
Finance monitoring	None	To review the service's financial position in relation to the revenue budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)
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	Head of Support and Development (Sarah Rhoden)
Meeting: Friday 9 November 2018			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
Waste services	None	To agree the preferred site for a Norwich Recycling Centre beyond 2021. To identify a preferred approach to funding district recycling and waste reduction activities. To consider whether to extend existing waste arrangements from 2020 to 2021.	Head of Waste (Joel Hull)
Finance monitoring	None	To review the service's financial position	Finance Business Partner

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		in relation to the revenue budget, capital programme and level of reserves.	(Andrew Skiggs)
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	Head of Support and Development (Sarah Rhoden)

Regular items	Frequency	Requested committee action (if known)	Lead officer
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	Head of Support and Development (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) / Risk Management Officer (Thomas Osborne)
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)
Highway Asset Performance	Annually – July	Review and comment on the highway asset performance report against the performance and asset management	Assistant Director (Nick Tupper)

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Regular items	Frequency	Requested committee action (if known)	Lead officer
		strategy. To consider whether any changes are required.	
Highway capital programme and Transport Asset Management Plan (TAMP)	Annually - January	To approve the highways capital programme/funding, and any proposed changes to the Transport Asset Management Plan.	Assistant Director (Nick Tupper)
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	Every meeting	To receive feedback	Members