

# Environment, Development and Transport Committee

Item No.

<b>Report title:</b>	<b>Forward Plan and decisions taken under delegated authority</b>
<b>Date of meeting:</b>	<b>19 January 2018</b>
<b>Responsible Chief Officer:</b>	<b>Tom McCabe – Executive Director, Community and Environmental Services</b>
<b>Strategic impact</b> 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 29 December) 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 six relevant delegated decisions to report to this meeting.

### Recommendations:

- 1. To 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. To note the delegated decisions set out in section 1.2 of the report.**

## 1. Proposal

### 1.1. Forward Plan

- 1.1.1.** 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.
- 1.1.2.** The current version of the Forward Plan (as at 29 December) is attached at Appendix A.
- 1.1.3.** 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.

## 1.2. **Delegated decisions**

- 1.2.1. 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 delegated decisions to report for this meeting.

**Subject: Government consultation on “Planning the Right Homes in the Right Place”**

**Decision:** To respond to the consultation. The response focussed on the strategic aspects of the Government's proposals and welcomed many of the proposed measures and policy reforms on housing delivery. The response also cited current good practice in Norfolk on seeking developer funding and S106 monitoring the County Council undertakes. To ensure the response could be submitted within the consultation deadline, approval was dealt with as an urgent decision.

**Taken by:** Executive Director of CES (as an urgent decision), in consultation with the EDT Committee Chair and Vice Chair

**Taken on:** 31 October 2017

**Contact for further Information:** Stephen Faulkner, Principal Planner  
Email [Stephen.faulkner@norfolk.gov.uk](mailto:Stephen.faulkner@norfolk.gov.uk)  
Phone 0344 800 8020

**Subject: Petition asking for re-surfacing of the inner ring footway section of Charles Close, Wroxham**

**Decision:** Response sent to the Lead Petitioner explaining when we expect to be able to include work to this footway in the programme of works.

**Taken by:** Executive Director of CES, in consultation with the EDT Committee Chair and Vice Chair, and the Local Member (Cllr Tom Garrod)

**Taken on:** 7 November 2017

**Contact for further Information:** Jon Winnett, Highway Engineer  
Email [jonathan.winnett@norfolk.gov.uk](mailto:jonathan.winnett@norfolk.gov.uk)  
Phone 0344 800 8020

**Subject: Petition requesting a reduction in the speed limit on Metton Road and Hall Road, Cromer from the current derestricted status to a 30mph speed limit**

**Decision:** Response sent to the Lead Petitioner letting them know that the current speed limit matches the criteria in the Council's Speed Management Strategy and no personal injury accidents were recorded. The response also set out the expected costs associated with carrying out a detailed assessment of a possible speed limit review and any associated work, but that alternative funding would need to be identified to be able to do this, e.g. from the parish

council.

Taken by: Executive Director of CES, in consultation with the EDT Committee Chair and Vice Chair, and the Local Member (Cllr Tim Adams)

Taken on: 21 November 2017

Contact for further Information: Steve White, Highway Engineer  
Email [steve.white@norfolk.gov.uk](mailto:steve.white@norfolk.gov.uk)  
Phone 0344 800 8020

**Subject: Appointment of Member to the Broads Authority**

Decision: To appoint Cllr Hayden Thirtle as a Council representative on the Broads Authority, to replace Cllrs Iles

The Council has two representatives on the Broads Authority; Cllr Iles has stood down and the other representative is Cllr Timewell.

The procedure for appointing a replacement would normally be for this appointment to go to EDT committee on 19 January 2018. As this body is very high profile and it is important we are properly represented, the appointment was dealt with as an urgent decision to prevent any possible delay.

Taken by: Managing Director (as an urgent decision) in consultation with the Executive Director of CES, Chief Legal Officer, Cllr Morphew and Cllr Roper (who all supported this approach)

Taken on: 28 November 2017

Contact for further Information: Chris Walton, Head of Democratic Services  
Email [chris.walton@norfolk.gov.uk](mailto:chris.walton@norfolk.gov.uk)  
Phone 0344 800 8020

**Subject: Norfolk Vanguard Offshore Wind Farm Consultation**

Decision: To respond to the consultation. Overall, the response supported the principle of this offshore renewable energy proposal, which is consistent with national renewable energy targets and objectives, subject to some detailed comments (also provided). To ensure the response could be submitted within the consultation deadline, approval was dealt with as an urgent decision.

Taken by: Executive Director of CES (as an urgent decision), in consultation with the EDT Committee Chair and Vice Chair

Taken on: 29 November 2017

Contact for further Information: Stephen Faulkner, Principal Planner  
Email [Stephen.faulkner@norfolk.gov.uk](mailto:Stephen.faulkner@norfolk.gov.uk)  
Phone 0344 800 8020

**Subject: Greater Norwich Local Plan (GNLP) Public Consultation**

Decision: To consider the recommendation from the GNLP Board, and approve commencing the public consultation.

EDT Committee received a report on the GNLP and agreed to delegate this decision to the Executive Director, in consultation with the Chair and Vice Chair (who are both

members of the Greater Norwich Development Partnership Board).

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

Taken on: 22 December 2017

Contact for further Information: Phil Morris, interim Team Leader, Planning  
Email phil.morris@norfolk.gov.uk  
Phone 0344 800 8020

## **2. Evidence**

2.1. As set out in the report and appendices.

## **3. Financial Implications**

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

## **4. Issues, risks and innovation**

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

## **5. Background**

5.1. 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

**Tel No. :** 01603 222867

**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

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
<b>Meeting: Friday 16 March 2018</b>			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	No	To receive feedback	Members
Highway parish partnership schemes 2018/19	No	To approve parish/town council bids for small highway improvements.	Assistant Director Highways (Nick Tupper)
Norwich depot hub – next steps	None	To consider the full Business Case and consultation plan relating to the development of a Norwich depot hub for highways and waste services.	Infrastructure Delivery Manager (David Allfrey) and Waste Infrastructure Manager (Nicola Young)
Minerals and Waste Local Plan Consultation	No	To approve the draft document published for public consultation for a minimum period of 6 weeks.	Head of Planning (Nick Johnson)
Recommendations of the Norfolk Strategic Planning Member Forum	None	To consider the recommendations of the Forum on the adoption of the Norfolk Strategic Framework.	Principal Planner (Phil Morris)
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	None	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin Goreham)
Finance monitoring	None	To review the service's financial position in relation to the revenue	Finance Business Partner (Andrew Skiggs)

## Forward Plan for EDT Committee

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
		budget, capital programme and level of reserves.	
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)
<b>Meeting: Friday 18 May 2018</b>			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
Winter maintenance – priority gritted routes	None	To agree the priority gritted routes, to implement from the 2018/19 winter maintenance season (note that this report assumes the proposal to change the priority gritted routes is approved by Full Council in February as part of the budget setting process).	Assistant Director Highways (Nick Tupper)
Supported bus services	None	To consider the outcomes of the review of supported bus services, and the findings of the associated consultation with operators, and agree which services will continue to be financially supported (note that this report assumes the proposal to review the operation of bus services	Assistant Director Planning and Economy (Tracy Jessop)

## Forward Plan for EDT Committee

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
		supported by the County Council is approved by Full Council in February as part of the budget setting process).	
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	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)
<b>Meeting: Friday 6 July 2018</b>			
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)
Performance management	None	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin Goreham)
Risk management	None	Review and comment on the risk	Chief Internal Auditor (Adrian

## Forward Plan for EDT Committee

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
		information and consider any areas of risk that require a more in-depth analysis	Thompson)
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)
<b>Meeting: Friday 7 September 2018</b>			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
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)
<b>Meeting: Friday 12 October 2018</b>			



## Forward Plan for EDT Committee

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
Performance management	None	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin 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)
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)
<b>Meeting: Friday 9 November 2018</b>			
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members

## Forward Plan for EDT Committee

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
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)

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)
Finance monitoring	Every meeting	To review the service's financial position in relation to the revenue	Finance Business Partner (Andrew Skiggs)

## Forward Plan for EDT Committee

Regular items	Frequency	Requested committee action (if known)	Lead officer
		budget, capital programme and level of reserves.	
Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on	Every meeting	To receive feedback	Members