

Economic Development Sub-Committee

Item No.

Report title:	Forward Plan
Date of meeting:	21 September 2015
Responsible Chief Officer:	Tom McCabe – Executive Director, Community and Environmental Services
Strategic impact The Sub-Committee Forward Plan sets out the items/decisions programmed to be brought to this Sub-Committee for consideration in relation to economic development issues in Norfolk. The plan helps the Sub-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 Sub-Committee's business.	

Executive summary

This report sets out the Forward Plan for the Economic Development Sub-Committee. The Forward Plan is a key document for this Sub-Committee to use to shape future meeting agendas and items for consideration, in relation to delivering economic development 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 latest version of the Forward Plan for this Sub-Committee (as at 2 September 2015) is included at Appendix A.

Recommendation:

- 1. To review the Forward Plan and identify any additions, deletions or changes to reflect key issues and priorities the Sub-Committee wishes to consider.**

1. Proposal

- 1.1. The Forward Plan is a key document for this Sub-Committee in terms of considering and programming its future business, in relation to economic development issues in Norfolk.
- 1.2. The current version of the Forward Plan (as at 2 September 2015) 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 programmed business for this Sub-Committee. As this is a key document in terms of planning for this Sub-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. The Forward Plan reflects any items previously identified by the Sub-Committee, and some additional reports have been added. Any further changes made to the Forward Plan will be reported verbally at the Sub-Committee meeting.

2. Evidence

- 2.1. Bringing together the business for this Sub-Committee into one Forward Plan enables Members to understand all of the business programmed. This is a tool to support the Sub-Committee to shape the overall programme of items to be considered to ensure they reflect the Sub-Committee's priorities and responsibilities.

3. Financial Implications

- 3.1. There are no financial implications arising from the Forward Plan. Any financial implications relating to the issues/decisions included on the Plan will be considered and detailed in the relevant report to this Committee.

4. Issues, risks and innovation

- 4.1. The Forward Plan indicates the issues/decisions which have potential implications for other service committees. There are separate Forward Plans owned by each Committee.

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



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Forward Plan for Economic Development Sub-Committee

Appendix A

Economic Development Sub-Committee

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead officer
26 November 2015 meeting			
Updates from Member working groups	No	To receive updates from Member Working Groups previously established by the Committee	<i>N/A – this item is for Committee Members to feedback</i>
Finance Monitoring report	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)
France (Channel) England Programme annual report	No	To note	Economic Programmes Manager (Vince Muspratt)
Forward Plan	No	To review the Committee's forward plan and agree any amendments/additions.	Business Support and Dev. Manager (Sarah Rhoden)
21 January 2016 meeting			
Updates from Member working groups	No	To receive updates from Member Working Groups previously established by the Committee	<i>N/A – this item is for Committee Members to feedback</i>
Finance Monitoring report	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)
Forward Plan	No	To review the Committee's forward plan and agree any amendments/additions.	Business Support and Dev. Manager (Sarah Rhoden)

Forward Plan for Economic Development Sub-Committee

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead officer
24 March 2016 meeting / Director's deadline date -----			
Updates from Member working groups	No	To receive updates from Member Working Groups previously established by the Committee	<i>N/A – this item is for Committee Members to feedback</i>
Finance Monitoring report	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)
Forward Plan	No	To review the Committee's forward plan and agree any amendments/additions.	Business Support and Dev. Manager (Sarah Rhoden)
Future items – not yet programmed			
Updates from Member working groups	First Item on all future meetings.	To receive updates from Member Working Groups previously established by the Committee	<i>N/A – this item is for Committee Members to feedback</i>
Apprenticeships Norfolk	Children's Committee	Review the final 12 months of the programme.	To be confirmed.
Next stage of development for Hethel Engineering Centre /Hethel Innovation Ltd	No	Consider and agree future developments and associated funding.	Assistant Director Economic Dev. & Strategy (Fiona McDiarmid)
Presentation on Norwich Research Park/agritech	No	To note	Economic Development Manager (David Dukes)
Presentation on Norwich Aeropark/aviation engineering	No	To note	Economic Development Manager (David Dukes)