

Environment, Development and Transport Committee

Item No.

Report title:	Forward Plan and decisions taken under delegated authority
Date of meeting:	11 November 2016
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 25 October 2016) 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 is one relevant delegated decision 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 25 October 2016) 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. There have been some additions and changes to the Forward Plan since it was last reviewed by this Committee in May. Most of the changes have been agreed at Committee meetings; other changes for future meetings are summarised below.

- 2017-18 Budget and Medium Term Financial Planning 2017-18 to 2019-20 added for January meeting
- Recommendations of the Greater Norwich Partnership Board added for January meeting
- Flood & Water Management Team Funding Policy – moved to January meeting

- 1.5. At the last meeting, the Committee agreed that it would be useful to arrange for flooding key stakeholders (e.g Anglian Water, the Environment Agency) to a seminar or similar event to discuss issues in more detail. The Head of Planning Services is developing a proposal for this.

- 1.6. 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 is one relevant decision to report to this meeting, as set out below.

Subject: Breckland District Council consultation on Local Plan Preferred Site Options and Settlement document (Regulation 18 Consultation)

Decision: The County Council is a statutory consultee in the Local Plan process. A response from the County Council has been submitted to Breckland District Councils. The response raised a number of concerns which, if not addressed, could potentially make the Plan 'unsound' and lead to the need for a formal objection from the County Council at the next consultation stage. In addition, the response also provided detailed comments on environmental issues/green infrastructure, minerals and waste matters and corporate property issues.

Taken by: Executive Director of CES (Tom McCabe) in consultation with EDT Chair (Martin Wilby) and Vice Chair (Jonathon Childs)

Taken on: 14 October 2016

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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:

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Forward Plan for EDT Committee

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
Meeting : Friday 27 January 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)
Performance management report	Link to Ec Dev Sub-Committee	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin Goreham)
Finance Monitoring report	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)
2017-18 Budget and Medium Term Financial Planning 2017-18 to 2019-20	All Service Committees will consider a report in January	To consider the outcomes of the public consultation on proposals for 2017/18.	Finance Business Partner (Andrew Skiggs)

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Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
Buses Bill – update on new legislation	No	Update on the new Buses Bill and potential opportunities and implications.	Assistant Director Highways and Transport (Tracy Jessop)
Recommendations of the Greater Norwich Partnership Board	Not at this stage	To consider any recommendations from the September meeting of the GNDP Board. This will be the first meeting of the re-constituted Board and it will be considering a report on the early stages of the development of the Greater Norwich Local Plan.	Principal Planner (Phil Morris)
Flood & Water Management Team Funding Policy	None	To consider and adopt a Funding Policy for the Flood & Water Management Team which sets out an evidenced and risk based approach to responding to community flood mitigation needs.	Flood & Water Team Manager (Graham Brown)
Highway capital programme and Transport Asset management Plan (TAMP)	None	To approve the highways capital programme/funding, and some changes to the Transport Asset Management Plan.	Head of Highways (Nick Tupper)
Meeting : Friday 17 March 2017			
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

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
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)
Performance management report	Link to Ec Dev Sub-Committee	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin Goreham)
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)
Highway Parish partnership schemes 2016/17	None	To approve parish/town council bids for small highway improvements	Head of Highways (Nick Tupper)

Items for future meetings	Outline timescale	Requested committee action (if known)	Lead officer
Recommendations of the Greater Norwich Partnership Board	To be added to first committee after March	To consider any recommendations from the September meeting of the GNDP Board. This will be the first meeting of the re-constituted Board and it will be considering a report on	Principal Planner (Phil Morris)

Forward Plan for EDT Committee

Appendix A

Items for future meetings	Outline timescale	Requested committee action (if known)	Lead officer
		the early stages of the development of the Greater Norwich Local Plan.	
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
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	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)
Performance management	Four meetings each year – May, July, September and November	Comment on performance and consider areas for further scrutiny.	Business Intelligence and Performance Analyst (Austin Goreham)
Risk management	Four meetings each year – May, July, September and November	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 report	Every meeting	To review the service's financial position in relation to the revenue	Finance Business Partner (Andrew Skiggs)

Forward Plan for EDT Committee

Appendix A

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