

Environment, Development and Transport Committee

Item No.

Report title:	Forward Plan and decisions taken under delegated authority
Date of meeting:	21 June 2017
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 19 May) 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:

- 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.**

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 19 May) 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 two relevant delegated decisions to report for this meeting.

Subject: **Petition asking for a 30mph speed limit on the section of Dereham Road, Scarning, near the school**

Decision: A response was sent to the petition organiser letting them know that the County Council has already funded and installed a Vehicle Activated Sign for the 40mph speed limit and put in place a part time 20mph speed limit outside the school. The response also advised that the local parish council has a moveable Speed Awareness Message (SAM) signed which could be used to help.

Taken by: Executive Director in consultation with the Committee Chair and Vice Chair, and the Local Member (Cllr William Richmond)

Taken on: 30 March 2017

Contact for further information: Paul Sellick, Highway Engineer
Email paul.sellick@norfolk.gov.uk
Phone 0344 800 8020

Subject: **Response to the Government Housing White Paper consultation**

Decision: A response to the consultation was sent to the consultation. Key comments related to the outcomes the County Council would wish to see from the Housing White Paper. The key areas were:-

- Alignment with the Industrial Strategy
- The needs of our future population and helping the most vulnerable
- Greater transparency of land ownership
- Infrastructure delivery
- Skills shortage
- SME builders

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

Taken on: 25 April 2017

Contact for further information: Laura Waters, Senior Planner or Phil Morris, Principal Planner
Email laura.waters@norfolk.gov.uk or 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

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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 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
Proposed Internal Procedures for responding to Consultations on planning applications potentially requiring Infrastructure as set out in NCC's Planning Obligations Standards	None	To agree a procedure.	Principal Planner (Stephen Faulkner)
Recommendations of the Norfolk Duty to Cooperate Member Forum			Principal Planner (Phil Morris)
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.	Assistant Director Highways (Nick Tupper)
Recommendations of the Greater Norwich Partnership Board	None	To consider any recommendations from the GNDP Board.	Principal Planner (Phil Morris)
Forward Plan and decisions	None	To review the Committee's forward	Head of Support and

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Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
taken under delegated authority		plan and agree any amendments/additions and to note the decisions taken under delegated authority	Development (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			
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	Also to be reviewed and approved by the Communities Committee	To confirm the CES Enforcement Policy and its appendices meet the requirements of EDT services, prior to consideration by Communities Committee (the approval body for the Policy).	Head of Trading Standards (Sophie Leney)
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)
Risk management		Review and comment on the risk information and consider any areas of	Chief Internal Auditor (Adrian Thompson)

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Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead Officer
		risk that require a more in-depth analysis	
Performance management	None	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 Committee regarding Member Working Groups or bodies that they sit on	None	To receive feedback	Members
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)
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
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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.	Assistant Director Highways (Nick Tupper)

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 budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)
Verbal update/feedback from Members of the Committee regarding	Every meeting	To receive feedback	Members

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Member Working Groups or bodies that they sit on			