

# Economic Development Sub-Committee

Item No.

<b>Report title:</b>	<b>Forward Plan and delegated decisions</b>
<b>Date of meeting:</b>	<b>12 May 2016</b>
<b>Responsible Chief Officer:</b>	<b>Tom McCabe – Executive Director, Community and Environmental Services</b>
<b>Strategic impact</b> 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. 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 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 27 April 2016) is included at Appendix A.

This report sets out other relevant decisions taken under delegated powers by the Executive Director within the Terms of Reference of this Committee, since the last meeting on 24 March 2016.

### 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.**
- 2. To note the delegated decisions taken, as detailed in this report.**

## 1. Forward Plan

- 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 27 April 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 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. Any further changes made to the Forward Plan will be reported verbally at the Sub-Committee meeting.

## 2. **Delegated decisions**

- 2.1. The report sets out below 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. Future delegated decisions will also be reported to this Committee for information.

**Subject:** **Scottow Enterprise Park - solar**

Decision taken: To enter into Electricity Supply Agreements and associated Funders Direct Agreements for 4 hanger buildings on the Scottow Enterprise Park (ancillary to the lease of 4 allied solar farm developments, also on Scottow Enterprise Park).

Taken by: Executive Director (Tom McCabe)

Taken on: 29 March 2016

Contact for further information: Alison Cartwright (Investment Advisor)  
Email Alison.cartwright@norfolk.gov.uk  
Phone 0344 800 8020

**Subject:** **European Regional Development Fund (ERDF) and European Social Fund (ESF) – Technical Assistance Funding Agreements**

Decision taken: To approve the funding agreements with the Department for Communities and Local Government (for ERDF) and Department for Work and Pensions (for ESF). The projects are partnership projects with New Anglia Local Enterprise Partnership and Suffolk County Council.

Taken by: Executive Director (Tom McCabe), in consultation with the Chair (Cllr Walker) and Vice Chair (Cllr Childs)

Taken on: 29 March 2016

Contact for further information: Jane Locke (EU Project Manager)  
Email jane.locke@norfolk.gov.uk  
Phone 0344 800 8020

## 3. **Financial Implications**

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

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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
<b>14 July 2016 meeting</b>			
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>
Apprenticeships – update (verbal)	Link to Children’s Services	To receive an update on the apprenticeships programme.	Employment & Skills Manager (Jan Feeney)
Presentation on Norwich Research Park/Agri-tech	No	To note	Economic Development Manager (David Dukes)
Forward Plan and delegated decisions	No	To review the Committee’s forward plan and agree any amendments/additions.	Business Support and Dev. Manager (Sarah Rhoden)
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)
Appointments to Internal and External Bodies	no	to consider appointments to internal and external bodies	(Head of Democratic Services) Chris Walton
Scottow Enterprise park Update	No	To note	Development Manager Scottow Enterprise Park (Simon Coward)
<b>24 November 2016 meeting</b>			
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>
Apprenticeships – update	Link to Children’s Services	To receive an update on the	Employment & Skills Manager

# Forward Plan for Economic Development Sub-Committee

## Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead officer
(verbal)		apprenticeships programme.	(Jan Feeney)
Forward Plan and delegated decisions	No	To review the Committee's forward plan and agree any amendments/additions.	Business Support and Dev. Manager (Sarah Rhoden)
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)
Annual Update on the France (Channel) England Programme	No	To receive the annual update	Programme Manager (Marie-Pierre Tighe)