

Economic Development Sub-Committee

Item No.

Report title:	Forward Plan
Date of meeting:	21 January 2016
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 6 January 2016) is included at Appendix A.

In the interests of transparency, this report will also be used to update the Sub-Committee on any decisions taken under delegated authority by the Director in consultation with the Chairman and Vice Chairman, or similar delegations.

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 decisions taken under delegated authority.**

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 6 January 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. Below are details of the decisions made up to 11 January 2016.

Decisions taken by Director in consultation with Committee Chair and Vice Chair

Subject: LEADER programme

Decision: To approve the funding agreement for the LEADER programme. The County Council is the Accountable Body for the European funded LEADER programme and therefore needs to sign a funding agreement.

Made by: Executive Director, Sub-Committee Chair and Vice Chair

Date: 12 November 2015

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:

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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
24 March 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>
Apprenticeships – update (verbal)	Link to Children’s Services	To receive an update on the apprenticeships programme.	Employment & Skills Manager (Jan Feeney)
Norfolk Infrastructure Fund Update	No	To receive the annual update on the Fund.	Finance Business Partner (Andrew Skiggs)
Norwich Aeropark/Aviation Academy Update	No	To note.	Economic Development Manager (David Dukes)
Forward Plan	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)
County Farms Update	None	To note performance of Norfolk County Farms in meeting policy objectives and endorse actions to optimise economic, social and financial benefits through a programme of strategic acquisitions, land development and disposals and actively working with farm operators to	Interim Assistant Director, Property (Dinesh Kotecha)

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Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead officer
		diversify and enhance yields.	
Countryside access and the Norfolk Tourism Economy	N/A.	To receive a presentation on recent research on the links between Norfolk's tourism economy and its natural assets.	Countryside Manager (Andrew Hutcheson)
Procurement and impact on the economy	No	To receive presentation on the potential impact on local economy of local procurement initiatives.	Head of Procurement (Al Collier)
12 May 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>
Apprenticeships – update (verbal)	Link to Children's Services	To receive an update on the apprenticeships programme.	Employment & Skills Manager (Jan Feeney)
Scottow Enterprise park Update	No	To note	Development Manager Scottow Enterprise Park (Tim Edmunds)
Forward Plan	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)
Year end update on EU funding programmes, excluding France	None	Note report. Agree frequency of EU programme reporting to the Committee.	Programme Manager (Eliska Cheeseman)

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Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead officer
(Channel) England			
14 July 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>
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	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)
24 November 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>
Apprenticeships – update (verbal)	Link to Children’s Services	To receive an update on the apprenticeships programme.	Employment & Skills Manager (Jan Feeney)
Forward Plan	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	Finance Business Partner (Andrew Skiggs)

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Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead officer
		budget, capital programme and level of reserves.	
Annual Update on the France (Channel) England Programme	No	To receive the annual update	Programme Manager (Marie-Pierre Tighe)