

AGENDA

NOTE: In the case of non-members, this agenda is for information only

- Committee** - **OVERVIEW AND SCRUTINY COMMISSION**
- Date & Time** - **Thursday, 11th July, 2019 at 10.00 am**
- Venue** - **Anglia Room, The Conference Suite, Elizabeth House, Walpole Loke, Dereham**

Members of the Committee requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Committee.

Members of the OSC

Mr D. R. R. Oliver (Chairman)
Mrs L.S. Turner (Vice-Chairman)
Mr T. Birt
Miss H. Bushell
Mr E. Colman
Mr F. Eagle

Mr T. J. Jermy
Mr M. Kiddle-Morris
Mr R.G. Kybird
Mr I. Martin
Mr M. J. Nairn
Mr D. Wickerson

Substitute Members

Mr H Clarke
Mr P Wilkinson

THIS MEETING WILL BE RECORDED BY THE COUNCIL

Mobile phones and other equipment may also be used to audio record, film, tweet or blog from this meeting by an individual Council Member or a member of the public. No part of the meeting room is exempt from public filming etc unless the meeting resolves to go into private session. However, the use of images or recordings arising from this is not under the Council's control.

Democratic Services
Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE
Date: Wednesday, 3 July 2019

PROTOCOL

Working Style of the Overview & Scrutiny Commission (OSC) and Other Scrutiny Bodies

This document sets out the roles of Members and Officers, and the general principles to be adopted by the OSC and other scrutiny bodies such as Scrutiny Task and Finish Groups.

Member Leadership

Members of the OSC will take the lead in selecting topics for overview and scrutiny and will recognise that best practice identifies scrutiny as a non-executive Member-led activity. The OSC will expect Cabinet members to take prime responsibility for answering their questions about topics which chiefly relate to the Council's activities.

A Constructive Atmosphere

Meetings of the OSC will be constructive and not judgmental. The Commission recognises and accepts that effective scrutiny is best achieved through challenging and constructive enquiry. People giving evidence should be given due respect and not made to feel under attack.

Independence

Members of the OSC/task and finish groups will not be subject to whipping arrangements by the party groups.

Respect and Trust

Meetings will be conducted in a spirit of mutual respect and trust.

Consensus

Members of the OSC/task and finish groups will work together and, while recognising political allegiances, will attempt to achieve consensus and agreed targeted recommendations. There will be recognition that the OSC has a primary duty to scrutinise on behalf of the community.

Openness and Transparency

The OSC's business will be open and transparent, except where there are sound reasons for protecting confidentiality. The minutes of the Commission's meetings will explain the discussion and debate so that they can be understood by an outside reader.

Impartial and Independent Officer Advice

Officers who advise and support scrutiny will give impartial and independent advice, as officers support all members of the Council.

Regular Review

There will be regular reviews of how the scrutiny process is working, and a willingness to change if it is not working effectively.

Programming and Planning

It is the responsibility of the OSC and the wider non-executive to determine its work programme and to allocate specific reviews either through a dedicated task and finish group or to undertake a review itself. Before each topic/review is commenced, the O&SC will agree the scope of the exercise, what information they will need initially, and which members, officers and external witnesses they wish to see.

Managing Time

The OSC will aim to conclude the business of each meeting in reasonable time. The order of business will be arranged as far as possible to minimise the demands on the time of witnesses.

Member/Officer Roles

Executive members will regularly be called to account for the decisions they have made and to explain progress in key areas of their portfolio – and in the case of the Council Leader – the Council as a whole. Members will be expected to produce and present a brief written account of their executive activities and will then be questioned by members of the OSC for a period no longer than 20 minutes.

Co-optees

“Expert witnesses” may be co-opted onto scrutiny task and finish groups to provide technical assistance to the review. Co-optees possess no voting rights.

Substitutes

Substitute members will be so listed on the agenda papers of the Overview & Scrutiny Commission. It is a member responsibility to alert a substitute in the event that she/he cannot attend a meeting.

PART A - ITEMS OPEN TO THE PUBLIC

| | <u>Page(s) herewith</u> |
|---|-----------------------------|
| 1. <u>MINUTES</u> To confirm the minutes of the meeting held on 30 th May 2019. | 6 - 10 |
| 2. <u>APOLOGIES AND SUBSTITUTES</u> To receive apologies for absence and to note substitute Members in attendance. | |
| 3. <u>CHAIRMAN'S ANNOUNCEMENTS (IF ANY)</u> | |
| 4. <u>URGENT BUSINESS</u> To note whether the Chairman proposes to accept any item as urgent business pursuant to Section 100(B)(4)(b) of the Local Government Act 1972. | |
| 5. <u>DECLARATION OF INTERESTS</u> The duties to register, disclose and not to participate for the entire consideration of the matter, in respect of any matter in which a Member has a disclosable pecuniary interest are set out in Chapter 7 of the Localism Act 2011. Members are also required to withdraw from the meeting room as stated in the Standing Orders of this Council. | |
| 6. <u>NON-MEMBERS WISHING TO ADDRESS THE MEETING</u> To note the names of any non-members or public speakers wishing to address the meeting. | |
| 7. <u>FLY TIPPING REVIEW</u> To receive a progress report on fly tipping from Environmental Protection Team. | |
| 8. <u>BRECKLAND LOTTERY UPDATE</u> An update on the Breckland Lottery will be provided. | |
| 9. <u>OUTSIDE BODY FEEDBACK (STANDING ITEM)</u> To receive an update from representatives on Outside Bodies. | |
| 10. <u>SCRUTINY CALL-INS (STANDING ITEM)</u> To note whether any decisions have been called-in for scrutiny. | |
| 11. <u>COUNCILLOR CALL FOR ACTION (STANDING ITEM)</u> To consider any references. | |

| | <u>Page(s)</u> <u>herewith</u> |
|--|-----------------------------------|
| 12. <u>WORK PROGRAMME</u> | 11 - 16 |
| (a) A copy of the Commission's work programme is attached. The Commission is asked to agree any additions, deletions or amendments to the programme as appropriate. | |
| (b) <u>Member Issues</u> : In accordance with the Commission's protocol for member leadership, which states that members of the Commission will take the lead in selecting topics for overview and scrutiny and in the questioning of witnesses, members are invited to put forward items for selection for future review. | |
| <i>A copy of the Key Decision Plan is attached for Members' information.</i> | |
| 13. <u>NEXT MEETING</u> | |
| To note the arrangements for the next meeting to be held on 26 September 2019 at 10.00am in the Anglia Room, Elizabeth House, Dereham. | |
| 14. <u>EXCLUSION OF PRESS AND PUBLIC</u> | |
| To consider passing the following resolution: | |
| "That under Section 100(A)(4) of the Local Government Act 1972, the press and the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 and 4 of Schedule 12A to the Act." | |
| PART B – ITEM FROM WHICH THE PRESS AND THE PUBLIC ARE EXCLUDED | |
| 15. <u>PRESENTATION ON PROPERTY ACQUISITION</u> | To Follow |
| To receive a presentation by the Executive Manager for Growth Matthew Hogan. | |

BRECKLAND COUNCIL

At a Meeting of the

OVERVIEW AND SCRUTINY COMMISSION

**Held on Thursday, 30 May 2019 at 10.00 am in the
Anglia Room, The Conference Suite, Elizabeth House, Walpole Loke, Dereham**

PRESENT

| | |
|---------------------------------|--|
| Mr D. R. R. Oliver (Chairman) | Mr M. Kiddle-Morris |
| Mrs L.S. Turner (Vice-Chairman) | Mr R.G. Kybird |
| Mr T. Birt | Mr I. Martin |
| Miss H. Bushell | Mr M. J. Nairn |
| Mr E. Colman | Mr H. E. J. Clarke (Substitute Member) |
| Mr F. Eagle | |

In Attendance

| | |
|---------------|---|
| Rob Walker | - Executive Director Place |
| Phil Adams | - Executive Manager People & Public Protection |
| Ross Bangs | - Corporate Innovation, Change & Performance Manager (shared) |
| Stephen James | - Communities & Environmental Services Manager |
| Ruth Tudge | - Democratic Services Officer |

28/19 MINUTES

The Minutes of a meeting held on 19th March 2019 were proposed by Councillor Kybird as a true record and agreed by Councillor Lynda Turner and were confirmed as a correct record and signed by the Chairman.

29/19 APOLOGIES AND SUBSTITUTES

Apologies were received from Councillors Wickerson and Jermy. Councillor Clarke was present as Councillor Jermy's substitute.

30/19 CHAIRMAN'S ANNOUNCEMENTS (IF ANY)

None.

31/19 URGENT BUSINESS

None.

32/19 DECLARATION OF INTERESTS

None.

33/19 NON-MEMBERS WISHING TO ADDRESS THE MEETING

None.

Action By

Action By

34/19 COMMUNITY ASSET VALUE POLICY

A presentation was given by the Communities and Environmental Services Manager, Steve James. He explained the purpose of the policy which was to give communities the right to identify buildings or other land that they believe to be of importance to a community's social well-being. If an asset was identified and came up for sale the community would be given a fair chance to make a bid to buy it on the open market.

A copy of the presentation would be shared with Members for information.

Ruth
Tudge

35/19 Q4 2018-19 PERFORMANCE OVERVIEW REPORT

The Corporate Innovation, Change & Performance Manager, Ross Bangs had given an explanation and overview on the Quarterly Performance Report and how to interpret results. The Chairman opened this to the Committee for questions.

Councillor Clarke asked about flytipping and noticed the tonnage had increased from 60.00 tonnes to 90.69. The number of incidents of fly tipping had also increased from 212 to 362. He questioned if Breckland had carried out any 'interviews under caution' or prosecutions.

The Executive Director of Place, Rob Walker confirmed there had been an increase in flytipping. A Fly Tip Enforcement Officer had been recently appointed and already had a first case, the details of which would be publicised shortly. It was hoped this would lead to more future convictions and deterrents. He confirmed Breckland only collect fly tips from public land within the district. Flytipping on private land was the responsibility of the land owner.

Councillor Clarke went on to ask how long the Jaeger building at Kings Lynn had been empty. The Corporate Innovation, Change & Performance Manager confirmed that following lengthy negotiations, the property had been re-let. This had been reported to the Risk and Audit Committee. The property had been vacant for a period of 23 months and Members were informed the previous tenant went into administration. The Chairman asked if Breckland took appropriate steps to recover funds where possible. The Corporate Innovation, Change & Performance Manager will find out further details and report back.

Ross
Bangs

Councillor Birt queried that under the Freedom of information the target was 100%, however the actual was 73% yet we have a green indicator and was there a reason for that. The Chairman stated the Commission had previously said that this was a statutory duty and if it was less than 100% members should be concerned. The Corporate Innovation, Change & Performance

| | <u>Action By</u> |
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| <p>Manager explained the reasons why it displayed a green and the Chairman asked that in future the detail was included in the report.</p> | <p>Ross Bangs</p> |
| <p>Councillor Turner suggested if we knew who the Freedom of Information requests were coming from we could see if there was a trend. Members were informed the information was available and showed a significant reduction in the number of requests received due to publicising information on the website. Officers continue to review the requests.</p> | |
| <p>Councillor Birt sought clarification on how the abandoned calls and new website visitors was measured. The Corporate Innovation, Change & Performance Manager agreed to meet with Councillor Birt to discuss the item in detail.</p> | |
| <p>Councillor Birt went on to question why the household waste, recycled or composted, showed as green despite the trend being low for the previous four quarter reporting. The Executive Director of Place explained it showed a recurring theme and suggested the team consider the tolerances and explain in detail any deviation that could be permitted.</p> | <p>Ross Bangs</p> |
| <p>Missed Waste Collections – Councillor Birt asked if this could be set as percentage. It was agreed that the missed waste collections would be reported as a percentage in future reports.</p> | <p>Ross Bangs</p> |
| <p>It was suggested the final report from the recent Flytipping Task and Finish Group be shared with new members.</p> | <p>Ruth Tudge</p> |
| <p>Councillor Turner asked for the benefit of new members if it could be explained when a new refuse vehicle would be requisitioned. The Executive Director of Place explained that the current contract allowed for a new refuse vehicle per 5,000 new households which would remain so until the current contract expired in the next 2 years. However a more gradual approach was being explored.</p> | |
| <p>Councillor Birt suggested that the performance indicator for staff turnover be a sliding average which was agreed.</p> | <p>Ross Bangs</p> |
| <p>A discussion was had on whether it would be appropriate for the Commission to see if there was a significant difference between full and part time staff sickness. It was decided that the Commission would leave it at this time.</p> | |
| <p>The report stated we had a negative value of empty properties back in use however it was displayed as a zero. It was asked if there was a negative value it could be shown in order for Members to keep track. The Corporate Innovation, Change & Performance Manager explained that historically reports showed</p> | |

| | <u>Action By</u> |
|---|-----------------------|
| <p>the number of properties available as per council tax receipts. It was agreed that the measure actually determined the number of properties brought back into use as a result of direct officer intervention, whereby the housing service had worked with owners of long term empty properties either through engagement or enforcement to bring them back into use, so with the data in terms of negative figure the measure would be re-written and shown in Q1 report as properties brought back into use as a result of direct officer intervention. Councillor Kybird asked how ARP assess whether a property is a second home.</p> | <p>Ross Bangs</p> |
| <p>Councillor Birt asked if there could be a better way to measure unemployment. It was explained that unemployment levels were pulled from Government Return Data however the Corporate Innovation, Change & Performance Manager would look to understand if there was a better way to measure this and bring findings back to the Commission.</p> | <p>Ross Bangs</p> |
| <p>Councillor Birt queried why the target of Major Applications determined within 13 weeks or agreed extension was showing green and felt it should be Amber. Members were informed that the Corporate Improvement Team was working with Capita on targets and figures to ensure they were reported accurately.</p> | |
| <p>Councillor Ian Martin asked for an explanation on how we were achieving the commercial property average yield. The Corporate Innovation, Change & Performance Manager would seek further clarification on the way this was calculated.</p> | <p>Ross Bangs</p> |
| <p>36/19 <u>OUTSIDE BODY FEEDBACK (STANDING ITEM)</u></p> <p>Councillor Kybird raised whether the Breckland Area Museum Committee should be an outside body or a committee following an issue Councillor Duigan had raised. It was agreed that Councillor Kybird would discuss the matter with the Democratic Services Manager and report back to the commission.</p> | |
| <p>37/19 <u>SCRUTINY CALL-INS (STANDING ITEM)</u></p> <p>None.</p> | |
| <p>38/19 <u>COUNCILLOR CALL FOR ACTION (STANDING ITEM)</u></p> <p>The Chairman encouraged members of the Commission to make use of Councillor Call for Action if a matter was pertinent to a local ward that had wider ramifications or involved other Local Authorities that should be held to account.</p> | |
| <p>39/19 <u>WORK PROGRAMME</u></p> <p>The Chairman asked Members for items they would like included in the Work Programme. The following suggestions were made:</p> | |

Action By

- The calculation of how the Council has arrived at the 5 year land supply as it would be useful and affected all our rural communities.
- Validation of planning applications, what was the process for revising or reviewing local list.
- Neighbourhood planning. How does Breckland support local groups in developing plans?
- To review Capita contract and to understand the process of how planning applications are validated.
- Local Plan and the National Policy Framework.
- To seek an update from the Flagship Task and finish Group.
- To consider holding a Task and finish Group to look into the Housing Strategy.
- Market Town Initiative and how it has impacted opportunities and how it is measured.
- Community Grant Funding Scheme.
- How Section 106 money is used.
- Governance and Policy around surplus land disposal.
- Green Issues.

The Chairman will work up a draft programme and distribute for comment.

Chairman

40/19 NEXT MEETING

The arrangements for the next scheduled for Thursday, 11th July 2019 at 10am in the Anglia Room were noted.

The meeting closed at 12.12 pm

CHAIRMAN

Overview Scrutiny Work Programme 2019/20

This is an outline programme only and will be amended as issues arise or priorities change

Overview & Scrutiny Work Programme 2019-2020

| Date | Topic | Member / Director / Lead Officer | Objectives & Desired Outcomes |
|--------------------------|--|---|---|
| 19 March 2019 | Capita - Contract review | Rob Walker/Gordon Bambridge | To review the capita contract |
| 30 May 2019 | QTR 4 2018-2019 Performance Overview | Corporate Improvement Team | To provide an update on Council Performance for the period 01/01/2019-31/03/2019 |
| | Community Asset Value Policy | Steve James | To receive an update |
| 11 July 2019 | Review Fly-tipping | Env Protection | To receive a progress report |
| | The Council's Approach to Environmental issues | Riana/Andrew Grimley (Electric charging points) | Environmental Services any bodies member of etc- include any budget lines - Environmental Health |
| | Breckland Lottery - update | Sophie Soto? | 10-15 mins |
| | Property Acquisition | Mathew Hogan and Caroline Hannon presentation | Mathew Hogan and Caroline Hannon presentation |
| 26 September 2019 | Planning Application Validation | Simon Wood | |
| | To review Capita contract and to understand the process of how what was the process for revising or reviewing local list. | Rob Walker | |
| | Quarterly Performance Report - Q1 | Ross Bangs | query with Ross to view proposed changes to report |
| | The Council's Approach to Green issues | | |
| | Smoke Free? | Richard Bull - Env health | |
| | How Section 106 Monies are used | Finance | Provide report on what has been spent on last 12 months, any policies, any deadlines approaching and any missed |
| | Honoraria and Spot bonuses? | Susie Richardson | Susie - presentation on flexible working policy and improving staff conditions |
| | To consider holding a Task and finish Group to look into the Housing Strategy. Query establish T & F Gp | Hannah Hooks | |
| | Constitution? | Jacqui Berridge | |
| | Breckland Bridge? | Ralph Burton | Check with Ralph - pre-scrutinise? |
| | Shop appy update | Steve James | Steve James |
| | Neighbourhood planning. How does Breckland support local groups in developing plans? | Simon wood | Simon Wood |
| 07 November 2019 | Governance and Policy around surplus land disposal | Ralph Burton | Report and prenentation |
| | Calculation of how the Council has arrived at the 5 year land supply as it would be useful and affected all our rural communities | Simon Wood | |
| | Report/update on where we currently provide district council leisure facilities and support with other providers - budget and forward plan | Mark Robinson/Steve James | |
| | Performance Report Q2 | Ross Bangs | |
| | Market Town Initiative and how it has impacted opportunities and how it is measured. | Steve James/Rob Walker | |

Overview Scrutiny Work Programme 2019/20

This is an outline programme only and will be amended as issues arise or priorities change

| | | | |
|-------------------------|--|----------------------------------|-------------------------------|
| 19 December 2019 | Local Plan and the National Policy Framework. | Simon Wood | |
| | Community Grant Funding Scheme. | Steve James | |
| | Gordon Bambridge - update on planning, current projects and local plan | Simon Wood | |
| | PCC? | External | |
| | Treasury Management - report and questions focussing on risk and reward and investment | Alison Chubbock | |
| | Draft Budget Setting | Alison Chubbock | |
| | To seek an update from the Flagship Task and finish Group. | Hannah Hooks | |
| 06 February 2019 | To review Capita contract and to understand the process what was the process for revising or reviewing local list. | Simon Wood | |
| | Commercial Assets Property Portfolio and other commercial income streams | Ralph burton and Richard Hodgson | |
| | Performance Report Q3 | Ross Bangs | |
| | Gender Pay Gap Report | Susie Richardson | |
| | Paul Hewett - focus on council's contract list, major contracts | Richard Shephard | |
| 19 March 2020 | Alison Webb - focus on housing and environment | Hannah Hooks and Steve James | Hannah and Steve |
| | Norfolk Health and Wellbeing Strategy (mins 27/9/18) | Paul Claussen and Steve James | Paul Claussen and Steve James |
| 12 | Corporate Plan update - are we meeting targets/flexibility to amend? | Ross Bangs and Phil Adams | Ross and Phil Adams |
| | Highways? | NCC | NCC |
| | Unsightly Sites?* | Riana and Steve James | Steve James and Riana |
| 20 April 2020 | Ian Sherwood - customer engagement | Sarah Barsby | |
| | Sam Chapman-Allen - update to Commission | | |
| | Performance Report Q4 | Ross Bangs and Phil Adams | |
| | Cabinet Phil Cowen, Paul Claussen, | | |
| | Empty Homes ?* | Hannah Hooks | |



KEY DECISION PLAN
VERSION 07/19

Issued –
Effective for Period:
01/07/19 - 31/10/20

*Representations in respect of all the matters shown should be sent in writing, at least one week before the date or period the decision is likely to be made, to:
Julie Britton, Democratic Services Officer, Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE.
Telephone 01362 656343 Email democraticservices@breckland.gov.uk*

The Key Decision Plan shows all key and significant decisions that are likely to be made over the next **twelve months**

The Key Decision Plan is updated on a rolling basis and shows the decisions that will be considered and the date when the decision is expected to be made. .

3

Key decisions are Executive decisions involving expenditure or savings exceeding 25% of the budget sum approved for a particular service or function, or a decision which significantly affects the community in two or more wards or electoral divisions.

Significant decisions are: 1. A decision made in connection with setting the Council Tax; 2. A decision to approve any matter relating to a Policy or Strategic Plan; 3. Any non-Executive decision which significantly affects the community in two or more wards or electoral divisions. Some of the decisions will be recommendations to full Council, particularly if they impact on the Budget and the Policy Framework (comprising of statutory plans and strategies)

| PORTFOLIO HOLDER / SUBJECT | PURPOSE OF DECISION | CONSULTEES AND METHOD OF CONSULTATION | SUPPORTING DOCUMENTS | LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION |
|---|--|---------------------------------------|-----------------------------------|--|
| Deputy Leader & Executive Member for Corporate Strategy and Investment Hybrid Mail - To Award a Contract | To award a contract via a procurement exercise for the provision of printing, enveloping and mailing of annual, ad-hoc billing and other Revenues & benefits documents | See report | Hybrid Mail - To Award a Contract | Executive Director of Strategy & Governance |

| PORTFOLIO HOLDER / SUBJECT | PURPOSE OF DECISION | CONSULTEES AND METHOD OF CONSULTATION | SUPPORTING DOCUMENTS | LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION |
|--|--|--|---|---|
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| Executive Member for Growth Kingsfleet Sustainable Urban Extension Thetford - Acceptance of Housing Infrastructure Fund | A report to consider the acceptance of HIF funding to support the delivery of the Kingsfleet Sustainable Urban Extension, Thetford | See report | Kingsfleet Sustainable Urban Extension Thetford - Acceptance of Housing Infrastructure Fund | Council 18 Jul 2019 |
| Executive Member for Growth Grant Acceptance - Rough Sleeper | To accept rough sleeper funding and spend in line with officers proposals and grant conditions. | See report | Grant Acceptance - Rough Sleeper | Council 18 Jul 2019 |
| Executive Member for Growth Adoption of the Breckland Local Plan | To adopt the Local Plan following the conclusion of the Examination in Public. | See report | Adoption of the Breckland Local Plan | Council 19 Sep 2019 |

| PORTFOLIO HOLDER / SUBJECT | PURPOSE OF DECISION | CONSULTEES AND METHOD OF CONSULTATION | SUPPORTING DOCUMENTS | LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION |
|--|--|--|---|---|
| Deputy Leader and Executive Member for Governance Polling Districts, Polling Places & Polling Stations Review | Formal review in accordance with the Representation of the People Act 1983 & the Review of Polling Districts, Polling Places (Parliamentary Elections) Regulations 2006. | See report | Polling Districts, Polling Places & Polling Stations Review | Council 31 Oct 2019 |
| Executive Member for Finance and Growth Budget Setting, medium term plan and capital strategy 2020-21 | To consider the capital and revenue budget estimates and proposed Council Tax, the financial medium term plan and the capital strategy | See report | Budget Setting, medium term plan and capital strategy 2020-21 | Council 27 Feb 2020 |
| Executive Member for Finance and Growth Council Tax Setting 2020-21 | To set the amounts of council Tax applicable for 2020-21 for each valuation band and in each part of the district | See report | Council Tax Setting 2020-21 | Council 27 Feb 2020 |

If you have any comments or queries regarding any of the entries in the Key Decision Plan please contact:

| PORTFOLIO HOLDER / SUBJECT | PURPOSE OF DECISION | CONSULTEES AND METHOD OF CONSULTATION | SUPPORTING DOCUMENTS | LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION |
|--|---------------------|---|-------------------------|---|
| <p style="text-align: center;"> Julie Britton, Democratic Services Officer, Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE. Telephone 01362 656343 Email democraticservices@breckland.gov.uk </p> | | | | |