



FORWARD PLAN

VERSION 5/12

**Issued –
Effective for Period:
01/06/12 - 31/05/13**

*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, Senior Member Services Officer, Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE.
Fax: 01362 690821; e-mail:julie.britton@breckland.gov.uk or telephone 01362 656343*

The Forward Plan shows all key and non-key decisions that the Council is likely to make over the next **twelve months**

The Forward Plan is updated every month and shows the decisions that will be considered and the date when the decision is expected to be made. 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).

Key decisions are: 1. A decision to approve or recommend to Council any matters relating to a Policy or Strategic Plan. 2. A decision made in connection with setting the Council Tax. 3. A decision involving expenditure or savings exceeding 25% of the budget sum approved for a particular service of function. 4. A decision which significantly affects the community in more than one ward or electoral division.

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
Councillor Mark Kiddle-Morris Thetford Riverside Project	To approve the release of funds to allow the regeneration project to proceed -On Hold	Yes	Internal and external	Thetford Riverside Regeneration Project	Cabinet 10 Jan 2012 Council 19 Jan 2012 Cabinet 9 Feb 2012

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Leader of the Council</p> <p>Breckland, Great Yarmouth and South Holland Shared Management</p>	<p>To consider a Joint Management arrangement for three Councils</p>	<p>Yes</p>	<p>Corporate Management Team, Executive Board, Staff and Trade Unions through a formal consultation process</p>	<p>Document To Follow</p>	<p>General Purposes Committee 8 Feb 2012</p> <p>Cabinet 14 Feb 2012</p> <p>Council 9 Mar 2012</p> <p>Council 24 May 2012</p>
<p>Councillor Elizabeth Gould</p> <p>Breckland Tenancy Strategy</p>	<p>To consider the proposed Tenancy Strategy and recommend to Council for adoption.</p>	<p>Yes</p>	<p>Housing Association partners and their tenants, applicants on the Council's Housing Register and third sector partners will be consulted through the development process of the Strategy.</p> <p>The Strategy will also be considered at the Corporate Management Team and the Executive Board</p>	<p>Tenancy Strategy</p>	<p>Overview and Scrutiny Commission 26 Apr 2012</p> <p>Cabinet 8 May 2012</p> <p>Council 24 May 2012</p>
<p>Councillor Elizabeth Gould</p> <p>Homelessness Strategic Delivery Plan</p>	<p>To adopt the Homelessness Strategic Delivery Plan that sets out how the Council will streamline and improve its services to offer additional value for money over the next year</p>	<p>Yes</p>	<p>Third sector partners, staff and relevant organisations of which their response has helped to shape the Plan</p>	<p>Homelessness Strategic Delivery Plan</p>	<p>Overview and Scrutiny Commission 26 Apr 2012</p> <p>Cabinet 8 May 2012</p> <p>Council 24 May 2012</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
Councillor Lynda Turner Revision to Wheeled Bin Policy	To implement a charge for wheeled bins at new properties	Yes	Corporate Management Team and Executive Board	Wheeled Bin Policy Report	Overview and Scrutiny Commission 26 Apr 2012 Cabinet 8 May 2012 Council 24 May 2012
Councillor Michael Wassell Capital Out-turn 2011/12	The report sets out the out-turn position of Breckland's Capital programme for 2011-12. It shows the out-turn on Capital schemes in the 2011-12 Capital programme along with the resources to fund the Programme.	No	Corporate Management Team, Executive Board	Capital Out-turn w011/12 report	Cabinet 8 May 2012 Council 24 May 2012
Councillor Michael Wassell Revenue Out-turn 2011/12	To provide details of the expected Revenue out-turn against budget for 2011-12 and to consider the budget carry-overs into 2012-13 and recommend approval to Full Council.	No	Corporate Management Team, Executive Board, Cabinet & Full Council	Revenue Out-turn 2011/12 report	Cabinet 8 May 2012 Council 24 May 2012
Councillor Michael Wassell Localism Act 2011 - Changes to Standards Arrangements	To approve the required arrangements for dealing with standards complaints against Elected Members in line with changes due to the Localism Act 2011	Yes	Previous meetings held and debated at Standards Committee, Cabinet and Council	Localism Act 2011 – Changes to Standards Arrangements report	Cabinet 8 May 2012 Council 24 May 2012

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor Michael Wassell</p> <p>Annual Appointment of Committees and Other Representatives and Chairmen and Vice- Chairmen 2012/13</p>	<p>That Council appoints for 2012/13 the:</p> <p>(1) Committees and Sub- Committees</p> <p>(2) Chairmen and Vice- Chairmen (if applicable) of the standing Committees and Task & Finish Groups, except where otherwise indicated</p> <p>(3) Breckland representatives on the Anglia Revenues and Benefits Partnership Joint Committee.</p>	<p>Yes</p>	<p>Internal</p>	<p>Annual Appointment report</p>	<p>Council 24 May 2012</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Leader of the Council</p> <p>Establishment of the Norfolk Police & Crime Panel</p>	<ul style="list-style-type: none"> To seek approval for the establishment of the Police & Crime Panel (PCP) for Norfolk and its working arrangements To approve the suggested recruitment process and timetable, and a draft application pack for the co-opted independent members of the PCP; and To endorse the suggested communication plan for the PCP 	Yes	Norfolk Leaders	Norfolk Police & Crime Panel Report	Council 24 May 2012
<p>Councillor Ian Sherwood</p> <p>Governance & Performance Monitoring Report</p>	To receive the report	No	Corporate Management Team Executive Board Scrutiny	Document to Follow	<p>Overview and Scrutiny Commission 7 Jun 2012</p> <p>Cabinet 19 Jun 2012</p>
<p>Councillor Lynda Turner</p> <p>Serco Contract</p>	To recommend an extension to the Serco Environmental Services Contract	Yes	Internal and external	Document To Follow	<p>Overview and Scrutiny Commission 7 Jun 2012</p> <p>Cabinet 19 Jun 2012</p> <p>Council 5 Jul 2012</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
Councillor Michael Wassell Review of Legal Services	To approve the recommendations	Yes	Formal consultation with Trade Unions, Local Joint Consultative Committee and Executive Board	Legal Services Review	General Purposes Committee 13 Jun 2012 Cabinet 19 Jun 2012 Council 5 Jul 2012
Councillor Michael Wassell Parish Recharges - Ordinary Elections	To indicate an in principle support for the proposal to pass on the full cost of Parish Council Elections to the Parishes concerned and a report be submitted to Full Council with recommendations for future policy in this respect.	Yes	Introduction of a policy to recoup the costs incurred by the District Council in the organisation of Elections on behalf of Parish Councils	Document To Follow	General Purposes Committee 13 Jun 2012 Council 5 Jul 2012
Councillor Michael Wassell Draft Statement of Accounts 2011/12 and Annual Governance Statement	To approve the Annual Governance Statement for 2011/12 and to note the draft un-audited Statement of Accounts for 2011/12	No	Audit Committee	Document To Follow	Audit Committee 15 Jun 2012
Councillor Michael Wassell Treasury Management Performance & Actual Prudential Indicators 2011/12	To approve the actual Prudential Indicators for 2011/12 and note the Treasury Management Stewardship report for 2011/12	No	Audit Committee	Document To Follow	Audit Committee 15 Jun 2012

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
Councillor Lynda Turner Match Funding Grant Panel Report Round 1 2012/13	To outline the decisions and recommendation made by the Grant Panel for Breckland Match Funding and other grant schemes within the Council	No	Corporate Management Team, Executive Board and Grant Panel	To follow	Cabinet 19 Jun 2012
Councillor Mark Kiddle-Morris Active Land Management Review	It is recommended that: 1. a new list of sites be adopted; 2. the re-active land management work be stopped; 3. minor amendments be made to the framework primarily to the options appraisal and planning process; and 4. £20,000 per annum be allocated to the Active Land Management project.	No	Corporate Management Team Executive Board	Active Land Management Review to follow	Cabinet 19 Jun 2012
Councillor Mark Kiddle-Morris Transfer of Equipped Play Areas in Dereham to Dereham Town Council	To approve the release of £121,700.00 to transfer nine Breckland equipped play areas to Dereham Town Council	No	Corporate Management Team Executive Board Dereham Town Council	Document To Follow	Cabinet 19 Jun 2012

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor Mark Kiddle-Morris</p> <p>Adoption of the Thetford Area Action Plan</p>	<p>That Council adopts the Thetford Area Action Plan as part of the Council's Local Plan for the area</p>	<p>Yes</p>	<p>The Thetford Area Action Plan has been subject to the following consultation:</p> <ul style="list-style-type: none"> § Issues and Options Consultation – 23/6 to 5/8/2008 § Preferred Options Consultation – 23/2 to 3/4/2009 § Draft Final Consultation – 24/1 to 4/3/2011 § Publication – 30/8 to 11/10/2011 § Post Examination Hearings – 19/3 to 21/5/2012 	<p>Thetford Area Action Plan - Adopted Version and Thetford Area Action Plan - Inspectors Report to follow</p>	<p>Council 5 Jul 2012</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor Mark Kiddle-Morris</p> <p>Breckland Business Start Up Support Programme</p>	<p>To agree to fund the Start Up Support Programme over a three year period to the sum of £20,000 per annum to provide top up funding for ongoing business support to new start businesses</p>	<p>No</p>	<p>Norfolk County Council Economic Development Service will offer a grant to District Councils of £40k per annum over the next 2-3 years in order to provide NI171 start up support. The project will look to address the full enterprise journey from pre-start to creation. This paper comes to Members requesting top up funding for this project in order that we can continue to provide further training and assistance above and beyond that covered within the start up programme and add value to what has already been provided.</p>	<p>Report plus accompanying info</p>	<p>Cabinet 4 Sep 2012</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor Mark Kiddle-Morris</p> <p>Breckland Employment & Learning Account (BELA) Phase 4</p>	<p>To seek agreement from Members to release an amount of £15,000 from the Match Funding Reserve to be able to continue the BELA project to Phase 4</p>	<p>No</p>	<p>BELA 4 is an Economic Development project related to business development. Over subsequent years it has built on the success of BELA 1 providing ICT support to small businesses. The aim of the BELA scheme is to provide small flexible grants to all prospective (start up) and established micro businesses in Breckland that will provide a subsidy to aid business and skills development and engage the applicants in the full range of business support and skills services available.</p>	<p>Grants Panel documentation, report & appendices</p>	<p>Cabinet 4 Sep 2012</p>
<p>Councillor Michael Wassell</p> <p>Financial Performance Qtr 1 2012/13</p>	<p>To provide details of the financial performance for Capital, Revenue and Treasury Management for Qtr 1 2012/13</p>	<p>No</p>	<p>Corporate Management Team and Executive Board</p>	<p>Document To Follow</p>	<p>Cabinet 4 Sep 2012</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
Councillor Michael Wassell Audited Statement of Accounts 2011/12	To approve the audited Statement of Accounts for 2011/12	No	Audit Committee	Document To Follow	Audit Committee 28 Sep 2012
Councillor Michael Wassell Financial Performance Qtr 2 2012/13	To provide details of the financial performance for Capital, Revenue and Treasury Management for Qtr 2 for 2012/13	No	Corporate Management Team and Executive Board	Document To Follow	Cabinet 20 Nov 2012
Councillor Michael Wassell Draft Budget Setting, Financial Medium Term Plan and Capital Strategy	To note the draft report	No	To outline the draft 2012-13 Revenue and Capital Budget estimates and for discussion to inform the final budget estimates	Document To Follow	Cabinet 20 Nov 2012
Councillor Michael Wassell Breckland Council Electoral Review	Recommendation to the Local Government Boundary Commission on new Electoral Arrangements	Yes	Review of Breckland Council Electoral Wards by the Local Government Boundary Commission for England	Document To Follow	Council 6 Dec 2012

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor Michael Wassell</p> <p>Budget Setting, Financial Medium Term Plan and Capital Strategy</p>	<p>Recommend to Full Council that:</p> <ul style="list-style-type: none"> § the Revenue Budgets and Parish and Special Expenses for 2013-14 be approved; § the Capital Estimates and associated funding for 2013-14 and outline position for 2017-18 be approved; § the Medium Term Financial Plan and Capital Strategy be approved; and § the Council Tax level for 2013-14 be approved. 	<p>Yes</p>	<p>To consider the Capital and Revenue Budget estimates and the recommended Council Tax level, the Financial Medium Term Plan and the Capital Strategy</p>	<p>Document To Follow</p>	<p>Cabinet 8 Jan 2013</p> <p>Council 24 Jan 2013</p>
<p>Councillor Michael Wassell</p> <p>Treasury Management Policy and Strategy 2013/14</p>	<p>To approve the:</p> <ul style="list-style-type: none"> § Prudential Indicators and Limits for 2013/14 to 2015/16 § Minimum Reserve Provision (MRP) Statement § Treasury Management Strategy 2013/14 to 2015/16 and the Treasury Prudential Indicators § Investment Strategy 2013/14; and § Treasury Management Policy 	<p>No</p>	<p>The report outlines the Council's Prudential Indicators for the next 3 years and sets out the expected treasury operations for this period</p>	<p>Document To Follow</p>	<p>Audit Committee 8 Feb 2013</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	KEY DECISION (YES/NO)	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
Councillor Michael Wassell Financial Performance Qtr 3 2012/13	To provide details of the financial performance for Capital, Revenue and Treasury Management for Qtr 3 2012/13	No	Corporate Management Team and Executive Board	Document To Follow	Cabinet 12 Feb 2013
Councillor Michael Wassell Council Tax Setting 2013-14	To approve the Special Expenses for 2013-14 and to approve the formal Council Tax resolutions for 2013-14	Yes	The report covers the formal resolutions required to set the Council Tax in accordance with the Local Government Finance Act 1992 as amended	Document To Follow	Council 28 Feb 2013

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

Julie Britton, Senior Member Services Officer, Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE.

Fax: 01362 690295

e-mail: julie.britton@breckland.gov.uk

or telephone 01362 656343