



**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](mailto: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. .*

**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

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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

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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;"> <b>Julie Britton, Democratic Services Officer, Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE.</b>  <b>Telephone 01362 656343 Email <a href="mailto:democraticservices@breckland.gov.uk">democraticservices@breckland.gov.uk</a></b> </p>				