

Officer Decision Form

All key/executive decisions and non-executive decisions delegated to, and made by, officers must be recorded and publicised via a Decision Notice. Although there is no set guidance as to what specifically should be published officers must consider the significance of the decision being made and whether it is something which would be of interest to the public. Examples might be letting contracts or disposing of land, etc. **Please complete every section of this form.** For further assistance refer to the '**Recording of Officer Decision Flowchart**', available from Democratic Services.

Once completed please scan and email this form to the relevant officer:

Breckland Council: Julie Britton via email: memberservices@breckland.gov.uk

South Holland District Council: ~~Angela Taylor~~ via email: member.services@sholland.gov.uk

Officer making decision (Name and Role):	Phil Mileham, Strategic Planning Manager
On behalf of Director:	Commercialisation
Delegation - where did your delegated authority come from (e.g. director, minute number, constitutional provision)	Executive Director - Commercialisation
Title (Decision/Subject):	Saham Toney Neighbourhood Plan – SEA screening determination. REF: 00 08/18
Date of decision:	11/07/18
Reason for Decision (Purpose):	To enable the progression of the Saham Toney Neighbourhood Plan.
Alternative options considered:	The Council, as part of its duty to 'advise and assist', should consider whether a Neighbourhood Plans require a strategic environmental assessment. Therefore, the only alternative option available would be to decide that the plan does not require an environmental assessment; however, this is covered through the process of undertaking the screening process itself. There is no 'do nothing' option to consider as a determination is required by legislation.
Decision details (write out the decision in full):	Based on the contents of the Saham Toney Neighbourhood Plan (Regulation 14 Pre-Submission Publication), the responses of the statutory bodies, and an assessment against the Environmental Assessment of Plans and Programmes Regulations, it is decided that the plan does not need an strategic environmental assessment.

Human Rights Issues:	None
Equalities Issues:	None
Conflict of Interests:	None
Supporting / Background Documents (list all documents relating to this decision):	Strategic Environmental Assessment Screening Determination. Saham Toney Neighbourhood Plan March 2018.

Please circle/delete Yes or No for the following questions.

Included in Expected Report Planner:		No
Key/Significant Decision:		No
Included in Key Decision Planner		No
in relation to which key reasons below:		
In relation to an executive/significant function	Yes	
Significant effect on two or more wards or electoral divisions		No
SOUTH HOLLAND DISTRICT COUNCIL		
Incurring expenditure in any single financial year above £72,000 in respect of revenue and £178,000 in respect of capital expenditure	n/a	n/a
Generating income in any single financial year above £72,000 in respect of revenue and £178,000 in respect of capital expenditure	n/a	n/a
Making savings in any single financial year above £72,000 in respect of revenue and £178,000 in respect of capital expenditure	n/a	n/a
BRECKLAND COUNCIL		
Involving expenditure or savings exceeding 25% of the budget sum approved for a particular service or function		No

Exempt Item:		No
Executive Decision:		No
Included in Exempt Decision Planner:		No
If yes, in relation to which Paragraph(s) below:		
Paragraph 1 - Information relating to an individual	n/a	n/a
Paragraph 2 - Information which is likely to reveal the identity of an individual	n/a	n/a
Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)	n/a	n/a
Paragraph 4 - Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority	n/a	n/a
Paragraph 5 - Information in respect of which claim to legal professional privilege could be maintained in legal proceedings.	n/a	n/a
Paragraph 6 - Information which reveals that the authority proposes – (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.	n/a	n/a
Paragraph 7 - Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.	n/a	n/a

Ward(s) Affected (list all):	Saham Toney Ward
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