



GREAT YARMOUTH BOROUGH COUNCIL

Forward Plan

The Forward Plan sets out the decisions that the Cabinet will be taking over the coming months. The Plan highlights the decisions that Cabinet intend to take, which may result in part of the meeting being held in private, and identifies which decisions are key.

This document will be updated and republished on the Council's website each month. Any queries relating to the Forward Plan should be forwarded to Democratic Services, Town Hall, Hall Plain, Great Yarmouth, NR30 2QF or via email to memberservices@great-yarmouth.gov.uk

Agendas and any associated documents will be available for viewing on the Council's website, five clear days before the meeting, subject to any prohibition or restriction on their disclosure. Alternatively, please contact Democratic Services to request the documents. If you wish to make representations to the Cabinet about an agenda item, please contact the Democratic Services Team prior to the meeting to make your request.

Please note that the decision dates are indicative and occasionally subject to change.

What is a Key Decision?

A Key Decision is defined as a decision that is likely to:

- a) result in the Council incurring expenditure or making savings of £250k or more (calculated on a whole life basis); or
- b) be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Borough.

Why might a decision be made in private?

The public may be excluded from a meeting whenever it is likely that in view of the nature of the business to be transacted, exempt information will be disclosed, for example, information which may reveal the identity of an individual or relates to the financial or business affairs of an individual or organisation. Information should only be made exempt, if it is in the public interest to do so.

Whilst the majority of the Cabinet's business at the meetings listed in this document will be open to the public, there may be occasions when the business to be considered contains confidential, commercially sensitive or personal information. The items of business where this is likely to apply are indicated on the plan.

Members of The Cabinet:

Cabinet Member

Role

Councillor Carl Smith

Chairman, Leader and Cabinet Portfolio Holder for Governance, Finance and Major Projects

Councillor Graham Plant

Vice-Chairman, Deputy Leader and Cabinet Portfolio Holder for Operational Property and Asset Management

Councillor Daniel Candon

Cabinet Portfolio Holder for Economic Development and Growth

Councillor Emma Flaxman-Taylor

Cabinet Portfolio Holder for Housing, Health and Communities

Councillor Paul Wells

Cabinet Portfolio Holder for Environment and Sustainability, Waste and Licensing

Councillor James Bensly

Cabinet Portfolio Holder for Tourism Culture and Coastal

Plan of Forthcoming Decisions – Cabinet of 4 December 2023

Scheduled Date of Decision	Title of Decision Item and Brief Description	Decision Maker	Key Decision	Responsible Officer / Portfolio Holder	Public or exempt report	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Date added to the Forward Plan
4 December 2023	<p>Council Tax Support Scheme 2024/25</p> <p>This report follows a consultation on possible changes to the following years Council Tax Support scheme and seeks final decision by Council</p>	Cabinet	Yes	<p>Head of Customer Services</p> <p>Portfolio Holder for Governance, Finance and Major Projects</p>	Public	N/a	25/04/23
4 December 2023	<p>Council Tax Discounts 2024/25</p> <p>This report provides a review and any legislative or discretionary Council Tax Discounts, Reliefs or Exemptions for the following year and seeks final decision by Council</p>	Cabinet	Yes	<p>Head of Customer Services</p> <p>Portfolio Holder for Governance, Finance and Major Projects</p>	Public	N/a	25/04/23
4 December 2023	<p>Council Tax Base 2024/25</p> <p>This report outlines a technical calculation of the Council Tax Base for the following year to assist with Council Tax Setting</p>	Cabinet	Yes	<p>Head of Customer Services</p> <p>Portfolio Holder for Governance, Finance and Major Projects</p>	Public	N/a	25/04/23

4 December 2023	Equinox Enterprises Ltd & Equinox Property Holdings Ltd – Shareholder’s Update	Cabinet	Yes	Equinox Enterprises Director Chairman of Equinox Companies	Exempt	Paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972 as it is <i>“information relating to the financial or business affairs of any particular person (including the authority holding that information)”</i>	28/06/23
4 December 2023	Domestic Abuse Policy	Cabinet	No	Head of Organisational Development Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	25/04/23
4 December 2023	UKSPF People & Skills commissioning strategy	Cabinet	Yes	Skills Manager Portfolio Holder for Economic Development and Growth	Public	N/a	02/11/23
4 December 2023	Agile Working Policy	Cabinet	No	Head of Organisational Development Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	05/10/23
4 December 2023	Q2 Performance Report	Cabinet	No	Information Governance Lead	Public	N/a	05/10/23

				Portfolio Holder for Governance, Finance and Major Projects			
4 December 2023	Great Yarmouth's Use of Temporary Accommodation	Cabinet	Yes	Executive Director, People Portfolio Holder for Housing, Health and Communities	Public	N/a	05/10/23
4 December 2023	Saving 2024/25	Council	No	Executive Director, Resources Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	03/10/23
4 December 2023	Safeguarding Policy	Cabinet	No	Early Help Hub Manager Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	05/10/23
4 December 2023	Equinox Property Holdings Financing	Cabinet	No	Executive Director, Resources Portfolio Holder for Operational Property and Asset Management	Public	N/a	15/11/23
4 December 2023	Community & Sheltered Alarms and Out of Hours services'	Cabinet	No	Head of Health Integration and Communities Portfolio Holder for Housing, Health and	Public	N/a	22/11/23

				Communities			
4 December 2023	Regulatory Investigatory Powers Act Annual Report	Cabinet	No	Monitoring Officer Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	22/11/23

Plan of Forthcoming Decisions – Cabinet of 8 January 2024

Scheduled Date of Decision	Title of Decision Item and Brief Description	Decision Maker	Key Decision	Responsible Officer / Portfolio Holder	Public or exempt report	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Date added to the Forward Plan
8 January 2023	Wellesley Stadium future operations	Cabinet	Yes	Executive Director, Place Portfolio holder for Housing, Health and Communities	Public	N/a	13/10/2023
8 January 2023	Local Plan - First Draft Plan Consultation - A report to Cabinet request approval to consult on a First Draft of the Local Plan under Regulation 18 of the Town & Country Planning (Local Planning) Regulations 2012. the First	Cabinet	Yes	Strategic Planning Manager Portfolio Holder for Economic Development and Growth	Public	N/a	18/10/2023

	<i>Draft plan will set out the Council's preferred strategy, sites and policies.</i>						
8 January 2023	Capability Policy - updated policy for approval following formal consultation	Cabinet	No	Head of Organisational Development Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	04/07/2023
8 January 2023	Gapton Hall - Utility Works. The report seeks approval of capital expenditure to address utility service deficits on the Gapton Hall Site	Cabinet	Yes		Public	N/a	11/10/2023
8 January 2023	HRA Service Charge Review Update Report Provides an update on the outcome of the tenant and leaseholder consultation and seeks approval of the new approach to setting service charges to be fairer and more transparent. New service charges to be approved as part of 2024/5 HRA budget setting.	Cabinet	Yes	Head of Housing Assets Portfolio Holder for Operational Property and Asset Management	Public	N/a	25/09/23
8 January 2023	HRA income Strategy	Cabinet	Yes	Head of Housing Assets Portfolio Holder for Operational Property and Asset Management	Public	N/a	26/05/23

Plan of Forthcoming Decisions – Cabinet of 5 February 2024

Scheduled Date of Decision	Title of Decision Item and Brief Description	Decision Maker	Key Decision	Responsible Officer / Portfolio Holder	Public or exempt report	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Date added to the Forward Plan
5 February 2023	Rechargeable Repairs Policy	Cabinet	Yes	Head of Housing Assets (NT) Portfolio Holder for Operational Property and Assets	Public	N/a	24/08/2023
5 February 2023	Budget 2024/25 – General Fund and Housing Revenue Account	Council	No	Executive Director, Resources Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	18/08/2023
5 February 2023	2024/25 Fees and Charges	Council	No	Executive Director, Resources Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	18/08/2023
5 February 2023	Strategy documents to support the 2024/25 budget	Council	No	Executive Director, Resources Portfolio Holder for	Public	N/a	18/08/2023

				Governance, Finance and Major Projects			
--	--	--	--	--	--	--	--

Plan of Forthcoming Decisions – Cabinet of 4 March 2024

Scheduled Date of Decision	Title of Decision Item and Brief Description	Decision Maker	Key Decision	Responsible Officer / Portfolio Holder	Public or exempt report	If item is to be exempt, specify the reasons, including the relevant paragraph of Part 1 of Schedule 12A to the LG Act 1972	Date added to the Forward Plan
4 March 2024	Economic Growth Strategy and Action Plan	Cabinet	No	Economic Growth Manager Portfolio Holder for Economic Development and Growth	Public	N/a	24/07/2023
4 March 2024	Skills and Workforce Strategy and Action Plan	Cabinet	No	Skills Manager Portfolio Holder for	Public	N/a	24/07/2023

				Economic Development and Growth			
4 March 2024	Sheltered Housing Asset Review	Council	No	Executive Director of Housing Assets Portfolio Holder for Operational Property and Assets	Public	N/a	13/10/2023
4 March 2024	Housing Investment Plan	Council	No	Executive Director of Housing Assets Portfolio Holder for Operational Property and Assets	Public	N/a	13/10/2023
4 March 2024	Economic Growth Strategy and Action Plan	Cabinet	No	Economic Growth Manager Portfolio Holder for Economic Development and Growth	Public	N/a	24/07/2023
4 March 2024	<i>Wider Skills Presentation from East Coast College</i>	Cabinet	No	Portfolio Holder for Economic Development and Growth	Public	N/a	25/09/23