



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 11 September 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
11 September 2023	<p>Council Tax Support – Options for 2024/25 Scheme</p> <p>This report provides options for possible changes to the following years Council Tax Support Scheme seeking a decision to consult on agreed options</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
11 September 2023	<p>HRA Service Charge Review</p> <p>Seeks approval of the new approach to service charges which will increase the number of tenants who are subject to service charges to ensure we are recovering appropriately the cost of services provided to residents on our estates.</p>	Cabinet	Yes	<p>Head of Housing Assets</p> <p>Portfolio Holder for Operational Property and Asset Management</p>	Public	N/a	26/05/23

	New service charges to be approved as part of 2024/5 HRA budget setting.						
11 September 2023	Grievance 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	04/07/23
11 September 2023	Disciplinary 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	04/07/23
11 September 2023	Bullying & Harassment 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	04/07/23

11 September 2023	Menopause Policy New policy for approval following formal consultation	Cabinet	No	Head of Organisational Development Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	04/07/23
11 September 2023	Quarter one Performance Report	Cabinet	No	Information Governance Lead Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	31/07/23
11 September 2023	3G Pitch Fees Wellesley	Cabinet	No	Executive Director – Place Portfolio Holder for Operational Property and Asset Management	Public	N/a	10/08/23
11 September 2023	North Quay Budget to approve estimated project consultancy costs for procurement, infrastructure, land acquisition fees)	Cabinet	Yes	Executive Director - Major Projects Portfolio Holder for Governance, Finance and Major Projects	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>	24/07/23

11 September 2023	Budget Monitoring Report 23/24 - Q1	Cabinet	No	Executive Director, Resources Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	25/08/23
11 September 2023	Final Draft Great Yarmouth Borough-Wide Design Code Supplementary Planning Document	Cabinet	No	Executive Director, Place / Principal Strategic Planner Portfolio Holder for Economic Development and Growth	Public	N/a	25/08/23

Plan of Forthcoming Decisions– Cabinet of 9 October 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
9 October 2023	STAR Survey Action Plan Report provides outcomes of the STAR survey carried out in January 2023 as well as detailing the action plan developed to	Cabinet	No	Head of Housing Assets Portfolio Holder for	Public	N/a	26/05/23

	address areas where improvement is required.			Operational Property and Asset Management			
9 October 2023	Council Homes Programme - Acquisition of Land for Housing Development	Cabinet	Yes	Housing Delivery Manager (Claire Wilkins) Portfolio Holder for Operational Property and Asset Management	Public / Exempt Appendix	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>	01/08/23
9 October 2023	Rent income Strategy	Cabinet	Yes	Head of Housing Assets Portfolio Holder for Operational Property and Asset Management	Public	N/a	26/05/23
9 October 2023	Energy Strategy To consider and agreed the procedures the Council will follow to work toward carbon neutral. In addition this strategy will consider how the Council will	Cabinet	No	Executive Director, Major Projects Portfolio Holder for Environment and	Public	N/a	26/04/23

	manage and maintain assets reducing the carbon footprint and delivering energy savings across the portfolio.			Sustainability, Licensing and Waste			
9 October 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</i> (including the authority holding that information)”	28/06/23
9 October 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	04/07/23
9 October 2023	Agreement to grant long term leases for "The Place"	Cabinet	Yes	Executive Director – Place Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	07/08/23
9 October 2023	Presentation – City Fibre	Cabinet	No	Head of Growth and Capital	Public	N/a	07/08/23

				Projects Portfolio Holder for Economic Development and Growth			
9 October 2023	Treasury Management Outturn Report 2022/23	Cabinet	Yes	Executive Director, Resources Portfolio Holder for Governance, Finance and Major Projects	Public	N/a	07/06/23

Plan of Forthcoming Decisions – Cabinet of 6 November 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
6 November 2023	Economic Growth Strategy and Action Plan	Cabinet	No	Economic Growth Manager Portfolio Holder for Economic	Public	N/a	24/07/23

				Development and Growth			
6 November 2023	e-scooter: Annual project update	Cabinet	No	Project Manager Portfolio Holder for Economic Development and Growth	Public	N/a	24/07/23
6 November 2023	Generate Update	Cabinet	No	Offshore Renewables Marketing Manager Portfolio Holder for Economic Development and Growth	Public	N/a	24/07/23

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	Head of Customer Services	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	Head of Customer Services	Public	N/a	25/04/23
4 December 2023	<p>Council Tax Base 2024/25</p> <p>This report outlines a technical</p>	Cabinet	Yes	Head of Customer Services	Public	N/a	25/04/23

	calculation of the Council Tax Base for the following year to assist with Council Tax Setting						
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