



Forward Plan

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

This document will be updated and republished on the Council's website each month. Any queries relating to the Plan should be forwarded to Democratic Services, Horizon Centre, Peachman Way, Norwich, NR7 0WF, or via email at committee.snc@southnorthfolkandbroadland.gov.uk

What is a Key Decision?

A key decision is an executive decision which will:

- (a) result in the Council spending, or saving a significant amount compared with the Budget for the service or function the decision relates to; or*
- (b) to be significant in terms of its effects on communities living or working in an area, comprising two or more wards in the area of the Council, in that it will:*
 - (i) Have a long term, lasting impact on that community; or*
 - (ii) Restrict the ability of individual businesses or residents in that area to undertake particular activities; or*
 - (iii) Removes the provision of a service or facility for that community; or*
 - (iv) Increases the charges payable by members of the community to provide a service or facility by more than 5%; or*
 - (v) Have the potential to create significant local controversy or reputational damage to the Council; or*
 - (vi) Is a matter that the decision maker considers to be a key decision.*

When assessing whether or not a decision is a key decision the decision marketer must consider all the circumstances of the case. However, a decision which results in a significant amount spent or saved will generally be considered to be a key decision if:

- (a) the amount spent is £200,000 or more of revenue expenditure; or*
- (b) savings of £75,000 or more per annum; or*

(c) capital expenditure of £200,000 or more (where a decision makes a commitment for spending over a period of time, it is the total commitment that must be considered to see if it is a key decision).

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.

Members of the Cabinet:

John Fuller (Chairman) – External Affairs & Policy

Daniel Elmer (Vice-Chairman) – Governance, Technology & Innovation

Kim Carsok – Healthy & Active Lifestyles

Richard Elliott – Finance & Resources

Keith Kiddie – Cleaner, Safer Environment

Graham Minshull – Supporting People

Lisa Overton-Neal – Stronger, Greener Economy

Subject / Decision	Decision Maker	Decision Due Date	Key Decision?	Responsible Officer	Portfolio	Public or Exempt
February 2024						
Revenue Budget and Council Tax 2024/25	South Norfolk Cabinet	12 Feb 2024	Yes	<i>Rodney Fincham, Assistant Director of Finance rodney.fincham@southnorfolkandbroadland.gov.uk, Darren Slowther, Senior Finance Business Partner darren.slowther@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Finance & Resources	Public
	South Norfolk Council	21 Feb 2024				
Capital Strategy and Capital Programme 2024/25 to 2028/29	South Norfolk Cabinet	12 Feb 2024	Yes	<i>Rodney Fincham, Assistant Director of Finance rodney.fincham@southnorfolkandbroadland.gov.uk, Jennifer Nichols, Capital & Treasury Accountant jennifer.nichols@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Finance & Resources	Public
	South Norfolk Council	21 Feb 2024				
Treasury Management Strategy Statement 2024/25	South Norfolk Cabinet	12 Feb 2024	Yes	<i>Rodney Fincham, Assistant Director of Finance rodney.fincham@southnorfolkandbroadland.gov.uk, Georgina Pell, Corporate Accountant georgina.pell@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Finance & Resources	Public
	South Norfolk Council	21 Feb 2024				

Subject / Decision	Decision Maker	Decision Due Date	Key Decision?	Responsible Officer	Portfolio	Public or Exempt
Strategic Plan 2024-2028 & Delivery Plan 2024-2026	South Norfolk Cabinet	12 Feb 2024	Yes	<i>Corinne Lawrie, Assistant Director of ICT/Digital and Transformation corinne.lawrie@southnorfolkandbroadland.gov.uk, Sinead Carey, Strategic Advisor and Deputy Monitoring Officer sinead.carey@southnorfolkandbroadland.gov.uk</i>	All	Public
	South Norfolk Council	21 Feb 2024				
LAHF Rounds 1 and 2 - Further Opportunities	South Norfolk Cabinet	12 Feb 2024	No	<i>Jamie Sutterby, Director of People and Communities jamie.sutterby@southnorfolkandbroadland.gov.uk, Victoria Parsons, People from Abroad Programme Manager victoria.parsons@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Supporting People	Public
Review of Pre-Application Planning Fees	South Norfolk Cabinet	12 Feb 2024	Yes	<i>Stuart Pontin, Planning Business Improvement Team Manager stuart.pontin@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Public
March 2024						
Conservation Area Appraisal for the conservation area of Hedenham & Ditchingham Hall	South Norfolk Cabinet	18 Mar 2024	Yes	<i>Chris Bennett, Senior Heritage and Design Officer chris.bennett@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Public
	South Norfolk Council	25 Mar 2024				

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Conservation Area Appraisal for the conservation area of Howe	South Norfolk Cabinet South Norfolk Council	18 Mar 2024 25 Mar 2024	Yes	<i>Chris Bennett, Senior Heritage and Design Officer chris.bennett@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Public
Greater Norwich Local Plan: Adoption	South Norfolk Cabinet South Norfolk Council	18 Mar 2024 25 Mar 2024	Yes	<i>Paul Harris, Place Shaping Team Manager paul.harris@southnorfolkandbroadland.gov.uk, Mike Burrell, Greater Norwich Planning Policy Manager mike.burrell@norfolk.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Public
Q3 2023/2024 Performance, Finance & Risk Report	South Norfolk Cabinet	18 Mar 2024	No	<i>Corinne Lawrie, Assistant Director of ICT/Digital and Transformation corinne.lawrie@southnorfolkandbroadland.gov.uk, Helen Hall, Performance Lead helen.hall@southnorfolkandbroadland.gov.uk</i>	All	Public
Contract Award for Play Area Inspections	South Norfolk Cabinet	18 Mar 2024	Yes	<i>Petra Maryon, Community Assets Manager petra.maryon@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Fully exempt
Tasburgh Neighbourhood Plan - Consideration of Examiner's Report	South Norfolk Cabinet	18 Mar 2024	No	<i>Richard Squires, Senior Community Planning Officer richard.squires@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Public

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Car Parking Review	South Norfolk Cabinet	18 Mar 2024	Yes	<i>Dave Disney, Market Towns and Business Development Manager dave.disney@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Public
Greater Norwich Development Partnership Terms of Reference	South Norfolk Cabinet	18 Mar 2024	Yes	<i>Phil Courtier, Director of Place phil.courtier@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Public
	South Norfolk Council	25 Mar 2024				
April 2024						
North Hethersett - Development of additional affordable housing land	South Norfolk Cabinet	22 Apr 2024	Yes	<i>Helen Skoyles, Housing Development and Enabling Manager helen.skoyles@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Fully exempt
	South Norfolk Council	20 May 2024				
Housing - Policy & Strategy Implementation & Updates	South Norfolk Cabinet	22 Apr 2024	No	<i>Mike Pursehouse, Assistant Director of Individuals and Families mike.pursehouse@southnorfolkandbroadland.gov.uk, Richard Dunsire, Strategic Housing and Independence Senior Manager richard.dunsire@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Supporting People	Public
	South Norfolk Council	20 May 2024				

Subject / Decision	Decision Maker	Decision Due Date	Key Decision?	Responsible Officer	Portfolio	Public or Exempt
Diss Dry Side Leisure & Public Realm	South Norfolk Cabinet	22 Apr 2024	Yes	<i>George Denton, Assistant Director of Economic Growth george.denton@southnorfolkandbroadland.gov.uk, Simon Phelan, Assistant Director of Community Services simon.phelan@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Healthy & Active Lifestyles	Fully exempt
East Norwich Masterplan SPD Consultation	South Norfolk Cabinet	22 Apr 2024	Yes	<i>Paul Harris, Place Shaping Team Manager paul.harris@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Public
DAHA Client Policy	South Norfolk Cabinet	22 Apr 2024	No	<i>Mike Pursehouse, Assistant Director of Individuals and Families mike.pursehouse@southnorfolkandbroadland.gov.uk, Richard Dunsire, Strategic Housing and Independence Senior Manager richard.dunsire@southnorfolkandbroadland.gov.uk, Sarah Oldfield, Partnerships & Innovation Lead sarah.oldfield@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Supporting People	Public
Community Asset Strategy	South Norfolk Cabinet	22 Apr 2024	Yes	<i>Petra Maryon, Community Assets Manager petra.maryon@southnorfolkandbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Healthy & Active Lifestyles	Public

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Food Enterprise Park - Local Development Order Consultation	South Norfolk Cabinet	22 Apr 2024	No	<i>Nina Cunningham, Strategic Growth Projects Manager nina.cunningham@southnorfolkan dbroadland.gov.uk</i>	South Norfolk Portfolio Holder for Stronger, Greener Economy	Public