



FORWARD AGENDA: CABINET, COUNCIL, SCRUTINY AND AUDIT COMMITTEES, and MEMBER BRIEFINGS 2014-2015

ALLOCATED ITEMS

Meeting	Report	Purpose	Portfolio holder Senior Officer	Report signed off by	Management Clearance	Cabinet Briefing / Portfolio Holder?	Exempt? If yes – which paragraph?
CABINET 11 MAR	Quarter 3 2014-15 performance report	To report progress against the delivery of the corporate plan priorities and key performance measures for quarter 3 of 2014- 15	Cllr Arthur Phil Shreeve Policy and performance manager EXT 2356 Roger Denton Performance and Research Officer EXT 2535	25 Feb	Russell O'Keefe	PH	No
CABINET 11 MAR	Affordable housing supplementary planning document (SPD)	To approve adoption of the revised affordable housing SPD.	Cllr Stonard Graham Nelson Head of planning services EXT 2530	25 Feb	Dave Moorcroft	CB	No
CABINET 11 MAR	Duty to Cooperate: options report.	To agree how Norwich City Council will meet the requirement to cooperate on strategic matters in local plan making.	Cllr Stonard Graham Nelson Head of planning services EXT 2530 Mike Burrell Policy team leader (planning) EXT 2525	25 Feb	Dave Moorcroft	PH	No
CABINET 11 MAR	Constitution review	To review appendices 4, 8 and 9 of the council's constitution.	Cllr Waters Andy Emms Democratic services	25 Feb	Anton Bull	PH	No



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			manager EXT 2459 Jackie Rodger Senior committee officer EXT 2033				
CABINET 11 MAR	Safeguarding and safer communities	To report the activities the council is undertaking to meet its safeguarding duties and responsibilities and to seek approval for a number of proposed actions.	Cllr Harris Bob Cronk Head of local neighbourhood services EXT 2373	25 Feb	Russell O'Keefe	PH	No
CABINET 11 MAR	Revenue budget monitoring 2014-15 – period 10	To update cabinet on the financial position as at 31 January 2014, the forecast outturn for the year 2014/15, and the consequent forecast general fund and housing revenue account balances.	Justine Hartley Chief finance officer, LGSS EXT 2440 Neil Wright, Service accountant, LGSS 2498	25 Feb	Justine Hartley	PH	No
CABINET 11 MAR	Reducing inequalities action plan.	To agree a series of actions designed to target council activity at reducing key economic, social and other inequalities.	Cllr Harris Russell O'Keefe Executive head of service, strategy, people and neighbourhoods	25 Feb	Russell O'Keefe	PH	No



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			EXT 2908 Phil Shreeve, Policy, performance and partnerships manager EXT 2356				
CABINET 11 MAR	Business rates transitional relief for small and medium properties policy – KEY DECISION	To consider the implementation of the Business rates transitional relief for small and medium properties policy	Cllr Waters Tracy Woods Business relationship manager EXT 2140	25 Feb	Anton Bull	PH	No
CABINET 11 MAR	Antisocial Behaviour, Crime and Policing Act 2014 –Norwich City Council's response	To inform members of new legislation and the impacts it will have on current working practices, and to identify any issues, decisions and delegations the council is required to take.	Cllr Driver Bob Cronk Head of local neighbourhood services EXT 2373 Adrian Akester Head of citywide services EXT 2331 Tracy John Head of housing EXT 2939	25 Feb	Russell O'Keefe	PH	No
CABINET 11 MAR	Contract award – Housing Improvement Agency: framework of suppliers to provide housing improvement	To inform members of the procurement process resulting in the selection suppliers to deliver the works and to seek authority to award the contract	Cllr Bremner Andy Watt Head of city development services	25 Feb	Dave Moorcroft	PH	No



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	works – KEY DECISION	to the suppliers	EXT 2691 Robin Hare Strategic contracts manager EXT 2412				
CABINET 11 MAR	Contract award – Housing improvement works and services – KEY DECISION	To inform members of the procurement process resulting in the selection suppliers to deliver the works and services and to seek authority to award the contracts to the suppliers	Cllr Bremner Andy Watt Head of city development services EXT 2691 Robin Hare Strategic contracts manager EXT 2412	25 Feb	Dave Moorcroft	PH	No
CABINET 11 MAR	Review of partnerships, business relationships and grants – KEY DECISION	To consider the council's key external relationships for 2015- 16 including partnerships, business relationships and grants.	Cllr Arthur Adam Clark, senior policy officer EXT 2273	25 Feb	Russell O'Keefe	PH	No
CABINET 11 MAR	Proposed write-off of bad debt	To consider the proposed write- off of debt believed to be irrecoverable.	Justine Hartley Chief finance officer, LGSS EXT 2440 Neil Wright, Service accountant, LGSS 2498	25 Feb	Justine Hartley	PH	Yes (Para. 3)



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CABINET 11 MAR	Managing Assets (Housing) – KEY DECISION	To outline the options available for its future within the housing stock.	Cllr Bremner Chris Rayner operations director NPS Norwich TEL 227902 Jay Warnes property investment manager NPS Norwich TEL 227906	25 Feb	Dave Moorcroft	PH	Yes (Para 3)
CABINET 11 MAR	Managing Assets (Non housing) – KEY DECISION	To consider the disposal of a property and a strip of land as identified in this report.	Cllr Waters David Rogers, client property and parking manager EXT 2463	25 Feb	Dave Moorcroft	PH	Yes (Para 3)
CABINET 11 MAR	St Andrews Multi Storey Car Park remedial works – KEY DECISION	To inform members of the proposed procurement process to select a supplier for the works and to seek delegated authority to award the contract to the successful supplier.	Cllr Waters Andy Watt Head of city development services EXT 2691	25 Feb	Dave Moorcroft.	PH	No
CABINET 11 MAR	Pay policy statement 2015-16 – KEY DECISION	To consider the <i>Pay policy statement</i> for 2015-16	Cllr Waters Dawn Bradshaw Head of HR and learning EXT 2434	25 Feb	Russell O'Keefe	CB	No
CABINET	Home Energy	To consider the HECA report	Cllr Stonard	25 Feb	Dave	PH	No



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11 MAR	Conservation Act HECA 2015 – 2017 - KEY DECISION	setting out the energy conservation measures that the authority considers practicable, cost-effective and likely to result in significant improvement in the energy efficiency of residential accommodation in its area in line with government requirements.	Richard Willson Environmental Strategy Manager EXT 2312		Moorcroft.		
CABINET 11 MAR	Collective solar auction - KEY DECISION	To consider the establishment of a collective solar auction scheme.	Cllr Stonard Richard Willson Environmental Strategy Manager EXT 2312	25 Feb	Dave Moorcroft.	PH	No
CABINET 11 MAR	Staff resource to deliver Cycle City Ambition Grant phase 2 - KEY DECISION	The purpose of this report is to seek approval for the delivery mechanism for the second tranche of cycle city ambition funding.	Cllr Waters and Cllr Stonard, Joanne Deverick Transportation and network manager EXT 2461	25 Feb	Dave Moorcroft.	PH	No
AUDIT 17 MAR							
COUNCIL 17 MAR	Pay policy statement 2015-16	To approve the <i>Pay policy statement</i> for 2015-16	Cllr Waters Dawn Bradshaw Head of HR and learning EXT 2434		Russell O'Keefe	CB	No



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COUNCIL 17 MAR	Constitution review	To consider changes to the council's constitution to revise Appendix 9, Statutory and proper officers to reflect changes within the organisation and current legislation; and Appendix 4, Terms of reference of committees, to clarify the terms of reference for the planning applications committee in relation to the confirmation and revocation of tree preservation orders.	Cllr Waters Andy Emms Democratic services manager EXT 2459 Jackie Rodger Senior committee officer EXT 2033		Anton Bull	PH	No
COUNCIL 17 MAR	Greater Norwich City Deal Key Achievements for 2014-15	To inform Council of the significant progress achieved via the City Deal for the Greater Norwich area in 2014-15.	Cllr Arthur Andy Watt Head of city development services EXT 2691 Ellen Tilney Economic development manager EXT 2501		Dave Moorcroft	PH	No
SCRUTINY 19 MAR	Annual review of scrutiny	To agree the annual review of the scrutiny committee's work 2014 to 2015 and recommend it for adoption of the council	Cllr Wright Steve Goddard	11 Mar	Steve Goddard	PH	No
SCRUTINY 19 MAR	Report of the task and finish group; self-	For the task and finish group finding to be presented to the	Cllr Galvin Russell O'Keefe		Russell O'Keefe		



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	esteem and aspiration in communities	scrutiny committee for adoption.					
COUNCIL 26 MAY							