

Record of Delegations to Officers from Cabinet January to December 2020

Index	Date of Meeting	Details of Delegation and Decision	Portfolio Holder Consulted
1	13-01-20	Greater Norwich Local Plan (GNLP) Regulation 18 Consultation The proposed contents of the draft GNLP for public consultation, with finalisation of the draft, including minor factual or typographical changes, to be delegated to the Director of Place, in consultation with the relevant portfolio holders;	
2	13-01-20	Hethersett North Land Option The final details of the transaction, to be delegated to the Director of Place, in consultation with the relevant Portfolio Holder	
3	17-02-20	Leisure Pricing To agree to the continued delegation to the Director of People and Communities for non-core pricing increases	
4	9-03-20	Discretionary Business Rate Relief – Retail Discount, Pubs Discount and Local Newspaper Discount To delegate decisions over the formulation and implementation of Business Rate discount schemes to the Assistant Director for Finance in consultation with the relevant Portfolio Holder, where the criteria and operation of schemes are prescribed by and fully funded by Government	
5	15-06-20	Poringland Neighbourhood Plan 2019-2039 – Consideration of Examiner's Report	

		To delegate to the Director of Place (in consultation with the Portfolio Holder) the power to decide whether or not the issue should be referred to an independent examination following the six-week period of consultation	
6	15-06-20	Temporary Change to Housing Allocation Policies 1 To agree a temporary amendment to the criteria within the Council's Housing Policy to allow officers discretion to place eligible, and suitable, individuals currently living in supported accommodation within the 'High' category for allocation; 2 That this be in place for an initial period of 3 months, extendable to 6 months, with approval of the Director of People and Communities, in consultation with the relevant portfolio holder.	
7	15-06-20	Phase 3, Rosebery Park, Poringland To delegate to the Director of Resources in consultation with the Portfolio holder for Finance and Resources the agreement of the final figures under 8.1.2 and 8.1.3 above.	
8	21-07-20	Leisure Services Recovery Plan Update The membership fees will be reviewed after the initial two months' introductory offer and any price increases agreed under delegated authority by the Portfolio Holder Customer Focus in consultation with the Director People and Communities.	Customer Focus
9	21-07-20	Temporary Pavement Licensing a) Delegate authority to the following officers for the purposes provided at sub-paragraphs (i) and (ii) below: • Licensing & Enforcement Officers • Senior Environmental Health Officer (Licensing) • Food, Safety and Licensing Team Manager	

		• Assistant Director Regulatory • Director for Place i) To decide whether to approve, refuse, or revoke pavement licences, also to set their durations. ii) To decide which licence conditions are attached to each licence (selecting from local standard conditions as established, and non-standard conditions as appropriate to individual circumstances). b) Delegate authority to the following officers, the power to enforce licence conditions and to vary or revoke individual licences: • Senior Environmental Health Officer (Licensing) • Food, Safety and Licensing Team Manager • Assistant Director Regulatory • Director for Place	
10	21-07-20	Loans to Parish Councils To delegate to the Assistant Director Finance, in consultation with the Portfolio Holder for Finance and Resources, authority to agree interest free loans of up to £25,000 to Parish Councils.	Finance and Resources
11	24-08-20	Waste Services Review a) Agree to the establishment of a jointly owned Local Authority Trading Company as a company limited by shares on the basis set out in the final business case, delegating power to register the company at Companies House to the Director of People and Communities in consultation with the Portfolio Holder for Clean and Safe Environment. This option is subject to Broadland Council agreeing the same.	Clean and Safe Environment

		b) Agree the Articles of Association and Shareholders Agreement and delegate any minor changes to the Director of People and Communities in consultation with the Portfolio Holder for Clean and Safe Environment. prior to registration at Companies House.	
12	28-09-20	Response to Ministry of Housing, Communities and Local Government Consultations To agree that the responses require further amendment, with final approval to be delegated to the Director of Place, in consultation with the Leader of the Council, and the Portfolio Holder for Stronger Economy.	Leader of the Council /Stronger Economy
13	07-12-20	Business Rates pooling 2021/22 That the Assistant Director Finance, in consultation with the Leader and the Portfolio Holder for Finance & Resources, is authorised to withdraw SNC from the Norfolk pool, if the latest modelling undertaken by the Norfolk authorities no longer demonstrates a financial benefit from pooling.	Finance & Resources
14	07-12-20	Contract for Tyres and Related Services at the Depot To authorise the Assistant Director Communities to tender a contract via ESPO framework 222 to provide tyres and related services for the Depot for the next 2 years with the option of a further 2 one-year extensions should this offer best value.	