

Record of Delegations to Officers from Cabinet January to December 2024

Index	Date of Meeting	Details of Delegation and Decision	Portfolio Holder Consulted
1	15-01-24	Greater Norwich Five Year Infrastructure Investment Plan and Annual Growth Programme delegates authority to the Director for Place in consultation with the Portfolio Holder for External Affairs & Policy (Leader) to agree the final fee. This fee will supplement the cost of the Greater Norwich Project Team and the fee for 2024/25 will be in the region of £115,000. The amount for future years will be confirmed within each subsequent version of this Plan. Details related to this recommendation are set out in Appendix B to this report;	Leader/Stronger Greener Economy
2	15-01-24	Passport to Leisure Scheme Review Agree that the authority to approve annual changes to the leisure fees and charges is delegated to the Assistant Director for Community Services in consultation with the Portfolio Holder for Healthy and Active Lifestyles.	Active & Healthy Lifestyles
3	12-02-24	Local Authority Housing Fund: Purchase of Further Properties 1. To delegate to the Director of People and Communities to accept the Government offer of additional LAHF to be used as general needs temporary accommodation. 2. Subject to recommendation 2, to agree to transfer the required amount from the TA capital budget underspend to top up the existing capital LAHF budget in order to match the Government's contribution, subject to agreement from the S151 officer and Portfolio Holder for Finance and Resources	Supporting People, Finance and Resources

4	18-03-24	Adoption of the Greater Norwich Local Plan Delegates authority to the Assistant Director for Planning to publish the Adoption Statement and accompanying documents, making the GNLP part of the Adopted Local Plan for South Norfolk.	External Affairs & Policy; and Stronger, Greener Economy
5	18-03-24	District Direct Funding 1. To delegate authority to the Director of People and Communities to enter a fully funded partnership agreement with Norfolk County Council for the provision of District Direct in 2024/25. 2. To approve the proposal to pursue discussions with the Norfolk County Council and the Norfolk and Waveney Integrated Care Board with the aim of establishing a substantive and multi-year funding stream for this service from April 2025, delegating authority to the Director of People and Communities in consultation with the portfolio holder for Active and Healthy Lifestyles, to enter into such agreement.	Active and Healthy Places
6	22-04-24	Food Enterprise Park (Phase 2) Local Development Order 1. Delegate authority to the Director of Place, in consultation with the Portfolio Holder for Stronger, Greener Economy, to make any necessary amendments to the draft LDO before consultation and after the formal consultation exercise to finalise the LDO. 2. Delegate authority to the Director of Place to authorise all relevant documentation relating to the draft LDO, subject to relevant specialist advice.	Stronger, Greener Economy
7	22-04-24	Housing System Procurement	Supporting People

		To delegate authority to award the contract for the Housing System Solution, to the Assistant Director of Individuals and Families, in consultation with the S151 Officer and the Portfolio Holders for Supporting People and Finance and Resources.	
8	22-04-24	Delivery of the Additional Affordable Housing on South Norfolk Council – owned Land at North Hethersett Exempt Recommendation	Stronger, Greener Economy
9	22-05-24	Lease of the Annex and Mezzanine Floor at the Horizon Centre 1. Delegation to the Director of Resources in consultation with the Leader and the relevant Portfolio Holders for Broadland District Council to make amendments to the heads of terms for both the Annex Building lease and the first lease of part of the mezzanine floor 2. Delegation to the Director of Resources in consultation with the Leader and the relevant Portfolio Holders for Broadland District Council to agree future leases in relation to spare capacity on the mezzanine floor of the Horizon Centre Building which are based on the principles outlined in section 4.	Leader
10	08-07-24	Village Cluster Housing Allocation Plan Reg.19 Pre-submission Focused Changes To delegate authority to the Assistant Director for Planning, in consultation with the Portfolio Holder for Planning and Economic Growth to make non-substantive amendments, following finalisation of the evidence base, and/or other minor factual corrections to the Regulation 19 Pre-Submission Addendum prior to consultation and to agree final dates for the consultation.	Planning and Economic Growth
11	08-07-24	Report of the Chairman of Scrutiny Committee on call-in item ‘Policy for Residents Experiencing Domestic Abuse	Communities

		To delegate authority to the Assistant Director for Individuals and Families in consultation with the Portfolio Holder for Communities to make the following changes to the Policy: • Add additional information into the Policy around the offer of the Council and what work is already underway within this area. • • Amend the section of the Policy regarding children to ensure we advocate for additional support to children where possible to do so.	
12	08-07-24	Productivity Plan To delegate authority to the Chief of Staff (Monitoring Officer), in consultation with the Leader, to finalise and submit the Productivity Plan to the Department of Levelling Up, Housing and Communities	Leader
13	08-07-24	Housing Allocations Policy Review To delegate authority to the Assistant Director for Individuals and Families in consultation with the Portfolio Holder for Communities the wording of the Families Connections section at page 312 of the agenda to replace Removal recognising the spirit of the conversation held in Cabinet.	Communities
14	02-09-2024	Procurement Service – Proposed Change in Provider Agree to delegate the detail of the agreements to the Assistant Director Finance, in consultation with the Portfolio Holder for Resources and Innovation.	Resources and Innovation
15	02-09-2024	NRP Enterprise Zone Capital Investment Proposal Delegate arrangements to finalise all necessary Terms and Legal Agreements to the Director of Place in consultation with the Portfolio Holder for Planning & Economic Growth and the Leader of the Council.	Planning and Economic Growth
16	07-10-2024	Replacement Leisure Management Information System Procurement	Health & Leisure

		Delegate authority to the Assistant Director Community Services, in consultation with the Portfolio Holder for Health and Leisure to award the Tender for a new leisure management information system.	
17	07-10-2024	Local Authority Housing Fund Round Three Exempt Recommendation	Supporting People Finance and Resources
18	07-10-2024	Diss South Mere Regeneration – Proposed Demolition of the Former John Grose Garage Exempt Recommendation	Health & Leisure
19	04-11-2024	Car Parking Review To delegate to the Assistant Director for Economic Growth to make applications for revised Parking Orders and to obtain the necessary Traffic Regulation Order (TRO) to support the allocation of Electric Vehicle Charging Point (EVCP) only bays.	Assistant Director for Economic Growth
20	04-11-2024	Diss South Mere Regeneration – North Site Proposals Exempt Recommendation	Director of People and Communities / Portfolio Holder for Health & Leisure