

EAST HERTS DISTRICT COUNCIL

Forward Plan of Key and other Decisions – 1 August 2020 to 31 December 2020

The Forward Plan contains brief details of Key Decisions that the Executive is likely to take over the period set out above, as well as other scheduled major Council decisions. You will also find details of contacts who can provide further information and hear your views.

Please note that the dates of some of the decisions may change from month to month, please check with Democratic Services on 01279-502173 before deciding to attend a meeting.

1	2	3	4	5	6	7	8
Decision required	Previously considered by	Decision Maker	Date of Decision	Documents to be submitted to decision maker	Contact Officer from whom documents can be requested	Confirmation that other documents may be submitted to the Decision Maker	Procedure for requesting details of other documents
Sustainability Supplementary Planning Document – Draft for Consultation		Executive	1 September 2020	Report and supporting documents.	Claire Sime, Service Manager (Policy and Implementation)	Yes	By telephone or email – see note 8 below.

1	2	3	4	5	6	7	8
Decision required	Previously considered by	Decision Maker	Date of Decision	Documents to be submitted to Decision Maker	Contact Officer from whom documents can be requested	Confirmation that other documents may be submitted to the Decision Maker	Procedure for requesting details of other documents
Financial Update		Executive	1 September 2020	Report and supporting documents.	Bob Palmer, Interim Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.
Q1 Financial Monitoring	Audit and Governance Committee 22 Sep 2020	Executive	6 October 2020	Report and supporting documents.	Bob Palmer, Interim Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.
Revised Safeguarding Policy	Executive 1 Sep 2020 Executive	Council	21 October 2020	Report and supporting documents.	Jonathan Geall, Head of Housing and Health	Yes	By telephone or email – see note 8 below.
Council Tax Reduction Scheme 2021/22	Overview and Scrutiny Committee 15 Sep 2020 Executive 6 Oct 2020	Council	21 October 2020	Report and supporting documents.	Su Tarran, Head of Revenues and Benefits Shared Service	Yes	By telephone or email – see note 8 below.

1 Decision required	2 Previously considered by	3 Decision Maker	4 Date of Decision	5 Documents to be submitted to Decision Maker	6 Contact Officer from whom documents can be requested	7 Confirmation that other documents may be submitted to the Decision Maker	8 Procedure for requesting details of other documents
Sustainable Development Checklist	Executive 6 Oct 2020	Council	21 October 2020	Report and supporting documents.	Kevin Steptoe, East Herts Garden Town Lead Officer	Yes	By telephone or email – see note 8 below.
Policy for Enforcing Standards for Private Sector Landlords	Executive 6 Oct 2020	Council	21 October 2020	Report and supporting documents.	Jonathan Geall, Head of Housing and Health	Yes	By telephone or email – see note 8 below.
In principle agreement to use of CPO powers to acquire land to implement Gilston Area development infrastructure requirements	Executive 6 Oct 2020	Council	21 October 2020	Report and supporting documents.	Kevin Steptoe, East Herts Garden Town Lead Officer	Yes	By telephone or email – see note 8 below.

1 Decision required	2 Previously considered by	3 Decision Maker	4 Date of Decision	5 Documents to be submitted to Decision Maker	6 Contact Officer from whom documents can be requested	7 Confirmation that other documents may be submitted to the Decision Maker	8 Procedure for requesting details of other documents
East Herts District Plan – Amendments to Policies Map	Executive 6 Oct 2020	Council	21 October 2020	Report and supporting documents.	Claire Sime, Service Manager (Policy and Implementation)		By telephone or email – see note 8 below.
Old River Lane Supplementary Planning Document – Draft for Consultation		Executive	24 November 2020	Report and supporting documents.	Claire Sime, Service Manager (Policy and Implementation)		By telephone or email – see note 8 below.
Vehicle Parking in New Development Supplementary Planning Document – Draft for Consultation		Executive	24 November 2020	Report and supporting documents.	Claire Sime, Service Manager (Policy and Implementation)		By telephone or email – see note 8 below.
Gilston Area Community Engagement Strategy	Executive 24 Nov 2020	Council	16 December 2020	Report and supporting documents.	Karen Page, Place making and Growth Project Officer (Gilston Area)		By telephone or email – see note 8 below.

1 Decision required	2 Previously considered by	3 Decision Maker	4 Date of Decision	5 Documents to be submitted to Decision Maker	6 Contact Officer from whom documents can be requested	7 Confirmation that other documents may be submitted to the Decision Maker	8 Procedure for requesting details of other documents
Cultural Strategy	Executive 24 Nov 2020	Council	16 December 2020	Report and supporting documents.	Jonathan Geall, Head of Housing and Health		By telephone or email – see note 8 below.

Explanatory Note: This sets out the particulars elaborated in The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (“the Regulations”). The Regulations prescribe how a local authority can make key decisions and sets out the legal process to ensure that the Council is accountable and transparent to the public. Where a decision maker intends to make a key decision, the decision must not be made until the above notice has been completed and published. A key decision is an executive decision which is likely to: (a) result in new expenditure, income or savings of more than £100,000 in relation to the Council’s revenue or capital budget, this being deemed significant having regard to the Council’s overall budget; or (b) be significant in terms of its effects on communities living or working in an area consisting of two or more wards.

- 1. Decision required:** the matter in respect of which the decision is to be made.
- 2. Previously considered by:** the committee(s) which have considered the proposal and will make recommendations as appropriate.
- 3. Decision maker:** the individual and/or body taking the decision.
- 4. Date of Decision:** the date or the period within which the decision is to be made.
- 5. Documents to be submitted:** the list of documents the decision maker will consider. At least 5 days before the key decision is made the documents referred to in paragraph 5 must be available for inspection at the council office or on the website.
- 6. Contact Officer:** the officer from whom documents are available (subject to any prohibition or restriction, i.e. exempt documents).
- 7. Confirmation that other documents may be submitted to the Decision Maker:** confirming that other documents relevant to the decision may be submitted to the decision maker.
- 8. Procedure for requesting details of other documents:** the procedure for requesting details of the documents (if any) as documents become available. All contacts can be reached by telephone on 01279-655261 or by email firstname.surname@eastherts.gov.uk