

EAST HERTS DISTRICT COUNCIL

Forward Plan of Key and other Decisions – 1 November 2020 to 31 March 2021

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 01279-502174 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
Approval of Discretionary Scheme for Track and Trace payments		Executive	24 November 2020	Report and supporting documents.	Su Tarran, Head of Revenues and Benefits Shared Service	Yes	By telephone or email – see note 8 below.

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Shared Waste Service – Alignment of Commercial Waste and Recycling Services		Executive	24 November 2020	Report and supporting documents.	Jess Khanom-Metaman, Head of Operations	Yes	By telephone or email – see note 8 below.
Delegated authority to award the ERDF business support contract		Executive	24 November 2020	Report and supporting documents.	Ben Wood, Head of Communications , Strategy and Policy	Yes	By telephone or email – see note 8 below.
Budget 2021/22 and Medium Term Financial Plan 2021 – 2024	Audit and Governance Committee 17 November 2020	Executive	24 November 2020	Report and supporting documents.	Steven Linnett, Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.

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Quarterly Corporate Budget Monitor – Quarter 2 September		Executive	24 November 2020	Report and supporting documents.	Steven Linnett, Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.
2019/20 Treasury Management Outturn	Audit and Governance Committee 17 November 2020	Executive	24 November 2020	Report and supporting documents.	Steven Linnett, Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.
2020/21 Mid-Year Treasury Management Update Report	Audit and Governance Committee 17 November 2020	Executive	24 November 2020	Report and supporting documents.	Steven Linnett, Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.
Hertfordshire Growth Board	Executive 24 November 2020	Executive Council	16 December 2020	Report and supporting documents.		Yes	By telephone or email – see note 8 below.

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Sustainable Travel Towns	Executive 24 November 2020	Council	16 December 2020	Report and supporting documents.	Helen Standen, Deputy Chief Executive	Yes	By telephone or email – see note 8 below.
Council Tax base		Council	16 December 2020	Report and supporting documents.	Su Tarran, Head of Revenues and Benefits Shared Service	Yes	By telephone or email – see note 8 below.
Contacting out of Homelessness Reviews		Executive	5 January 2021	Report and supporting documents.	Jonathan Geall, Head of Housing and Health	Yes	By telephone or email – see note 8 below.
Affordable Housing Research		Executive	5 January 2021	Report and supporting documents.	Jonathan Geall, Head of Housing and Health	Yes	By telephone or email – see note 8 below.
Green Waste Charging		Council	13 January 2021	Report and supporting documents.	Sophia Greaves, Personal Assistant	Yes	By telephone or email – see note 8 below.

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Old River Lane Supplementary Planning Document – Draft for Consultation		Executive	16 February 2021	Report and supporting documents.	George Pavey, Principal Planning Officer	Yes	By telephone or email – see note 8 below.
Vehicle Parking in New Development Supplementary Planning Document – Draft for Consultation		Executive	16 February 2021	Report and supporting documents.	Laura Guy, Principal Planning Officer	Yes	By telephone or email – see note 8 below.
Budget 2021/22 and Medium Term Financial Plan 2021-24	<p>Audit and Governance Committee, Joint Meeting of Scrutiny Committees 12 January 2021</p> <p>Executive 16 February 2021</p>	Council	2 March 2021	Report and supporting documents.	Steven Linnett, Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.

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Investment Strategy 2021/22	Audit and Governance Committee 12 January 2021 Executive 16 February 2021	Council	2 March 2021	Report and supporting documents.	Steven Linnett, Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.
Capital Strategy and Minimum Revenue Provision Policy 2021/22	Audit and Governance Committee 12 January 2021 Executive 16 February 2021	Council	2 March 2021	Report and supporting documents.	Steven Linnett, Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.
Cultural Strategy	Overview and Scrutiny Committee 2 February 2021 Executive 16 February 2021	Council	2 March 2021	Report and supporting documents.	Jonathan Geall, Head of Housing and Health	Yes	By telephone or email – see note 8 below.

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Quarterly Corporate Budget Monitor – Quarter 3 December		Executive	30 March 2021	Report and supporting documents.	Steven Linnett, Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.
Implementation of CPO Powers in the Gilston Area	Executive 30 March 2021	Council	12 May 2021	Report and supporting documents.	Claire Sime, Service Manager (Policy and Implementation)	Yes	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