

EAST HERTS DISTRICT COUNCIL

Forward Plan of Key and other Decisions – 10 August 2018 to 31 December 2018

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
Options for the Future of the Pinehurst Community Centre and Attached Properties	Overview and Scrutiny Committee 19 Jun 2018	Executive	11 September 2018	Report and supporting Essential Reference Papers. An Essential Reference Paper	Jonathan Geall, Head of Housing and Health	Yes	By telephone or email – see note 8 below.

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KEY Decision - To consider future options for the Pinehurst Community Centre and attached buildings.				is expected to include commercially sensitive information, the publishing of which could compromise the Council's ability to achieve best value through procurement.			
Bishop's Stortford North – Allocation of s106 Funding for Sports Investments KEY Decision - To determine the process for the allocation of		Executive	11 September 2018	Report and supporting Essential Reference Papers.	Steven Dupoy, Leisure and Environment Services Manager	Yes	By telephone or email – see note 8 below.

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Section 106 funds arising from the Bishop's Stortford North development.							
Annual Risk Management	Performance, Audit and Governance Scrutiny Committee 24 Jul 2018	Executive	11 September 2018	Report and supporting Essential Reference Papers.	Graham Mully, Risk Assurance Officer	Yes	By telephone or email – see note 8 below.
Insurance Options for 2019	Performance, Audit and Governance Scrutiny Committee 24 Jul 2018	Executive	11 September 2018	Report and supporting Essential Reference Papers.	Graham Mully, Risk Assurance Officer	Yes	By telephone or email – see note 8 below.

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General Fund Revenue and Capital Outturn 2017/18 and Medium Term Financial Plan 2019/20: Update	Performance, Audit and Governance Scrutiny Committee 24 Jul 2018	Executive	11 September 2018	Report and supporting Essential Reference Papers.	Isabel Brittain, Head of Strategic Finance and Property	Yes	By telephone or email – see note 8 below.
Future Management of Herford and Ware Markets		Executive	11 September 2018	Report and supporting Essential Reference Papers.	Steven Dupoy, Leisure and Environment Services Manager	Yes	By telephone or email – see note 8 below.
District Plan Adoption	Executive 11 Sep 2018	Council	11 September 2018	Report and supporting Essential Reference Papers.	Claire Sime, Service Manager (Planning Policy)	Yes	By telephone or email – see note 8 below.
District Plan Sustainability Appraisal - Adoption	Executive 11 Sep 2018	Council	11 September 2018	Report and supporting Essential Reference	Jenny Pierce, Principal Planning Officer	Yes	By telephone or email – see note 8 below.

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Addendum				Papers.			
Braughing Neighbourhood Plan Adoption		Council	11 September 2018	Report and supporting Essential Reference Papers.	George Pavey, Planning Officer	Yes	By telephone or email – see note 8 below.
North of Hertford Masterplanning Framework	Executive 11 Sep 2018	Council	17 October 2018	Report and supporting Essential Reference Papers.	Kevin Steptoe, Head of Planning and Building Control Services	Yes	By telephone or email – see note 8 below.
West of Hertford (Thieves Lane)	Executive 11 Sep 2018	Council	17 October 2018	Report and supporting Essential Reference Papers.	Kevin Steptoe, Head of Planning and Building Control Services	Yes	By telephone or email – see note 8 below.
West of Hertford (North of Welwyn Road)	Executive 11 Sep 2018	Council	17 October 2018	Report and supporting Essential Reference	Kevin Steptoe, Head of Planning and Building Control Services	Yes	By telephone or email – see note 8 below.

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Masterplanning Framework				Papers.			
Land East of Stevenage Masterplanning Framework	Executive 11 Sep 2018	Council	17 October 2018	Report and supporting Essential Reference Papers.	Kevin Steptoe, Head of Planning and Building Control Services	Yes	By telephone or email – see note 8 below.
Bishop's Stortford Community Governance Review		Council	17 October 2018	Report and supporting Essential Reference Papers.	John Williams, Electoral Services Officer	Yes	By telephone or email – see note 8 below.
Buntingford Town Council Community Governance Review		Council	17 October 2018	Report and supporting Essential Reference Papers.	John Williams, Electoral Services Officer	Yes	By telephone or email – see note 8 below.
Eastwick and Gilston Parish Community		Council	17 October 2018	Report and supporting Essential	John Williams, Electoral Services Officer	Yes	By telephone or email – see note 8 below.

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Governance Review				Reference Papers.			
Mead Lane Area Masterplanning Framework	Executive 23 Oct 2018	Council	19 December 2018	Report and supporting Essential Reference Papers.	Kevin Steptoe, Head of Planning and Building Control Services	Yes	By telephone or email – see note 8 below.
Affordable Housing SPD	Executive 23 Oct 2018	Council	19 December 2018	Report and supporting Essential Reference Papers.	Louise Harris, Housing Strategy and Development Manager	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 changed the way 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 document in the above table format has been completed and published. The meaning of a Key Decision, the above procedure and the urgency provisions where the decision maker cannot comply with the usual process were set out in a Practice Note submitted to Leadership Team in November 2016 and January 2017.

- 1. Decision required:** This sets out the matter in respect of which the decision is to be made.
- 2. Previously considered by:** This sets out the committee(s) which have considered the proposal and will make recommendations as appropriate.
- 3. Decision maker:** This sets out the individual and/or body where the decision is to be made.
- 4. Date of Decision:** This sets out the date or the period within which the decision is to be made.
- 5. Documents to be justified:** This sets out 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:** This sets out the officer from whom documents are available subject to any prohibition or restriction ie exempt documents.
- 7. Confirmation that other documents may be submitted to the Decision Maker:** This sets out that other documents relevant to the decision to be made may be submitted to the decision maker.
- 8. Procedure for requesting details of other documents:** This sets out the procedure for requesting details of the documents (if any) as key outcomes become available. All contacts can be reached by telephone on 01279-655261 or by email firstname.surname@eastherts.gov.uk