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	Previously	Decision	Date of	Documents to	Contact Officer	Confirmation	Procedure for
required	considered by	Maker	Decision	be submitted to	from	that	requesting
				Decision Maker	whom	other	details of
					documents	documents	other
					can be requested	may be submitted to	documents
					requesteu	the Decision	
						Maker	
Options for the	Overview and	Executive	11 September	Report and	Jonathan Geall,	Yes	By telephone or
Future of the	Scrutiny		2018	supporting	Head of Housing		email – see note
Pinehurst	Committee 19			Essential	and Health		8 below.
Community	Jun 2018			Reference			
Centre and				Papers. An			
Attached				Essential			
Properties				Reference Paper			

8 3 6 Decision Decision Confirmation **Previously** Date of **Documents to Contact Officer Procedure for Decision** required considered by Maker be submitted to that from requesting **Decision Maker** whom other details of documents documents other can be may be documents requested submitted to the Decision Maker KEY Decision is expected to To consider include future options commercially for the sensitive Pinehurst information, the Community publishing of Centre and which could attached compromise the buildings. Council's ability to achieve best value through procurement. Bishop's Executive 11 September Report and Steven Dupoy, Yes By telephone or Stortford North 2018 email – see note supporting Leisure and - Allocation of Essential Environment 8 below. s106 Funding Reference Services for Sports Papers. Manager Investments KEY Decision -To determine the process for the allocation of

6 8 3 7 Decision Decision **Previously** Date of **Documents to Contact Officer** Confirmation **Procedure for** Maker **Decision** required considered by be submitted to that from requesting whom other details of **Decision Maker** documents documents other can be may be documents requested submitted to the Decision Maker Section106 funds arising from the Bishop's Stortford North development. Annual Risk Performance. 11 September Report and Graham Mully, Yes By telephone or Executive Management Audit and 2018 supporting Risk Assurance email – see note Governance Essential Officer 8 below. Reference Scrutiny Committee 24 Papers. Jul 2018 Graham Mully, Performance, 11 September Report and Yes By telephone or Insurance Executive 2018 Risk Assurance email – see note Options for Audit and supporting 2019 Governance Essential Officer 8 below. Scrutiny Reference Committee 24 Papers. Jul 2018

3 6 7 8 **Decision Previously Decision** Date of Documents to **Contact Officer** Confirmation **Procedure for** considered by Maker **Decision** required be submitted to from that requesting details of **Decision Maker** whom other documents documents other may be can be documents requested submitted to the Decision Maker General Fund Performance, Executive 11 September Report and Isabel Brittain, By telephone or Yes 2018 email – see note Revenue and Audit and supporting Head of Strategic Capital Outturn Essential Finance and 8 below. Governance 2017/18 and Scrutiny Reference Property Medium Term Committee 24 Papers. Financial Plan Iul 2018 2019/20: Update By telephone or Future Executive 11 September Report and Steven Dupoy, Yes Management of 2018 Leisure and email – see note supporting Herford and Essential Environment 8 below. Ware Markets Reference Services Papers. Manager District Plan Executive 11 Sep Council 11 September Report and Claire Sime, Yes By telephone or Adoption 2018 Service Manager email – see note 2018 supporting Essential (Planning Policy) 8 below. Reference Papers. District Plan Executive 11 Sep 11 September Report and Jenny Pierce, By telephone or Council Yes Sustainability 2018 supporting Principal email – see note 2018 Planning Officer Appraisal -Essential 8 below. Adoption Reference

3 6 7 8 **Decision Previously Decision** Date of Documents to **Contact Officer** Confirmation **Procedure for** considered by Maker **Decision** required be submitted to from that requesting details of **Decision Maker** whom other documents documents other may be can be documents requested submitted to the Decision Maker Addendum Papers. Braughing 11 September George Pavey, By telephone or Report and Council Yes Neighbourhood 2018 supporting Planning Officer email – see note Plan Adoption Essential 8 below. Reference Papers. North of Executive 11 Sep Report and By telephone or Council 17 October 2018 Kevin Steptoe, Yes 2018 Hertford supporting Head of Planning email – see note Masterplanning Essential and Building 8 below. Framework **Control Services** Reference Papers. West of Executive 11 Sep Council 17 October 2018 Report and Kevin Steptoe, By telephone or Yes Hertford email – see note 2018 supporting Head of Planning Essential and Building 8 below. (Thieves Lane) Reference Control Services Papers. West of Executive 11 Sep Council 17 October 2018 Report and Kevin Steptoe, Yes By telephone or Hertford (North 2018 supporting Head of Planning email – see note Essential of Welwyn and Building 8 below. Road) Reference **Control Services**

3 6 7 8 **Decision Previously Decision** Date of Documents to **Contact Officer** Confirmation **Procedure for** considered by Maker **Decision** be submitted to required from that requesting details of **Decision Maker** whom other documents documents other may be can be documents requested submitted to the Decision Maker Masterplanning Papers. Framework Land East of Executive 11 Sep Council 17 October 2018 Report and Kevin Steptoe, Yes By telephone or 2018 email – see note Stevenage supporting Head of Planning Masterplanning Essential and Building 8 below. Framework Reference Control Services Papers. 17 October 2018 Report and John Williams, By telephone or Bishop's Council Yes Stortford supporting Electoral email – see note Services Officer Community Essential 8 below. Governance Reference Review Papers. Buntingford Report and John Williams, By telephone or Council 17 October 2018 Yes **Town Council** supporting Electoral email – see note Community **Essential** Services Officer 8 below. Governance Reference Review Papers. Eastwick and Council 17 October 2018 Report and John Williams, Yes By telephone or email – see note Gilston Parish supporting Electoral Community Essential Services Officer 8 below.

Decision Decision **Previously** Date of **Documents to Contact Officer** Confirmation **Procedure for** Maker **Decision** required considered by be submitted to that from requesting **Decision Maker** whom other details of documents documents other can be may be documents requested submitted to the Decision Maker Reference Governance Review Papers. Executive 23 Oct Council 19 December Mead Lane Area Report and Kevin Steptoe, Yes By telephone or Masterplanning 2018 2018 Head of Planning email – see note supporting Framework Essential 8 below. and Building Reference **Control Services** Papers.

Report and

supporting

Essential

Papers.

Reference

19 December

2018

3

Council

Affordable

Housing SPD

Executive 23 Oct

2018

8

By telephone or

email – see note

8 below.

7

Yes

Louise Harris,

Development

Manager

and

Housing Strategy

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