

# EAST HERTS DISTRICT COUNCIL

## Forward Plan of Key and other Decisions – 1 August 2021 to 31 December 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 01279-502173 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
Financial Management 2021/22 – Quarter 1 Forecast to Year	Audit and Governance Committee 14 Sep 2021	Executive	28 September 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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End							
Council Tax Support Scheme	Executive 28 Sep 2021	Council	20 October 2021	Report and supporting documents.	Su Tarran, Head of Revenues and Benefits Shared Service	Yes	By telephone or email – see note 8 below.
Council Tax Long Term Empty Premium	Executive 28 Sep 2021	Council	20 October 2021	Report and supporting documents.	Su Tarran, Head of Revenues and Benefits Shared Service	Yes	By telephone or email – see note 8 below.
Tenancy Strategy To meet East Herts Council's obligation under the Localism Act 2011 to produce a Tenancy Strategy. The East Herts Tenancy Strategy will provide guidance to registered providers of social housing on the types of	Overview and Scrutiny Committee 7 Sep 2021  Executive 28 Sep 2021	Council	20 October 2021	Report and supporting documents.	Helen George, Housing Development and Strategy Manager	Yes	By telephone or email – see note 8 below.

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tenancies which they should grant in the East Hertfordshire district.							
Harlow and Gilston Garden Town Transport Strategy To consider endorsement of the HGGT Transport Strategy following consideration of the Strategy by the HGGT Board on 12 Oct 21.		Executive	23 November 2021	Report and supporting documents.	Kevin Steptoe, East Herts Garden Town Lead Officer	Yes	By telephone or email – see note 8 below.
Harlow and Gilston Garden Town, Rolling Infrastructure Fund Memorandum of		Executive	23 November 2021	Report and supporting documents.	Kevin Steptoe, East Herts Garden Town Lead Officer	Yes	By telephone or email – see note 8 below.

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Understanding The RIF MoU sets out how funds reclaimed from Garden Town developers under the HIG Agreement will be held and how spend will be considered. To consider endorsement of the MoU.							
Private Sector Housing Assistance Policy Review of the private sector housing policy to reflect current practices and introduce loans rather than grants.	Overview and Scrutiny Committee 2 Nov 2021  Executive 23 Nov 2021	Council	15 December 2021	Report and supporting documents.	Paul Thomas-Jones, Environmental Health Manager - Commercial	Yes	By telephone or email – see note 8 below.
Statement of	Licensing	Council	15 December		Jonathan Geall,	Yes	By telephone or

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Gambling Principles Proposed review and revision of the statutory Statement of Gambling Principles as required under the Gambling Act 2005.	Committee 13 Oct 2021  Executive 23 Nov 2021		2021	Report and supporting documents.	Head of Housing and Health		email – see note 8 below.
Taxi Licensing Points Policy Proposed revision of the policy covering the awarding penalty points to taxi drivers for breaches of the council's taxi driver standards.	Licensing Committee 13 Oct 2021  Executive 23 Nov 2021	Council	15 December 2021	Report and supporting documents.	Jonathan Geall, Head of Housing and Health	Yes	By telephone or email – see note 8 below.
Vehicle Parking in New Development Supplementary Planning		Executive	8 February 2022	Report and supporting documents.	Laura Guy, Principal Planning Officer	Yes	By telephone or email – see note 8 below.

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Document – Draft for Consultation							
Old River Lane Supplementary Planning Document – Draft for Consultation		Executive	8 February 2022	Report and supporting documents.	George Pavey, Principal Planning Officer	Yes	By telephone or email – see note 8 below.
Housing Strategy	Overview and Scrutiny Committee 18 Jan 2022  Executive 8 Feb 2022	Council	1 March 2022	Report and supporting documents.	Helen George, Housing Development and Strategy Manager	Yes	By telephone or email – see note 8 below.
Community Transport Strategy The current Community Transport Strategy expires at the end of 2021 and a	Overview and Scrutiny Committee 18 Jan 2022  Executive 8 Feb 2022	Council	1 March 2022	Report and supporting documents.	Nick Phipps, Service Manager - Community Wellbeing and Partnerships	Yes	By telephone or email – see note 8 below.

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revised strategy is being drafted reflecting on the progress made and taking forward learning from the last three years of delivering the strategy.							
Parks and Open Spaces Strategy	Overview and Scrutiny Committee 18 Jan 2022  Executive 8 Feb 2022	Council	1 March 2022	Report and supporting documents.	Ian Sharratt, Environmental 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 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](mailto:firstname.surname@eastherts.gov.uk)