

# 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
Provisional Outturn 2020/21		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.
Financial	Audit and	Executive	28 September		Steven Linnett,	Yes	By telephone or

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Management 2021/22 – Quarter 1 Forecast to Year End	Governance Committee 14 Sep 2021		2021	Report and supporting documents.	Head of Strategic Finance and Property		email – see note 8 below.
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	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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provide guidance to registered providers of social housing on the types of tenancies which they should grant in the East Hertfordshire district.							
Vehicle Parking in New Development Supplementary Planning Document – Draft for Consultation		Executive	23 November 2021	Report and supporting documents.	Laura Guy, Principal Planning Officer	Yes	By telephone or email – see note 8 below.
Old River Lane Supplementary Planning Document – Draft for Consultation		Executive	23 November 2021	Report and supporting documents.	George Pavey, Principal Planning Officer	Yes	By telephone or email – see note 8 below.
Housing	Overview and	Council	15 December		Helen George,	Yes	By telephone or

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Strategy	Scrutiny Committee 2 Nov 2021  Executive 23 Nov 2021		2021	Report and supporting documents.	Housing Development and Strategy Manager		email – see note 8 below.
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.
Community Transport Strategy The current Community Transport Strategy expires at the end of	Overview and Scrutiny Committee 2 Nov 2021  Executive 23 Nov 2021	Council	15 December 2021	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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2021 and a 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 2 Nov 2021  Executive 23 Nov 2021	Council	15 December 2021	Report and supporting documents.	Ian Sharratt, Environmental Manager	Yes	By telephone or email – see note 8 below.
Statement of Gambling Principles Proposed review and revision of the statutory Statement of Gambling	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.

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Principles as required under the Gambling Act 2005.							
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.

**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)