NORTH HERTFORDSHIRE DISTRICT COUNCIL

Forward Plan of Key Decisions – 23 December 2013

The Forward Plan contains brief details of Key Decisions that the Council is likely to take over the next four month period and beyond. 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 Committee Services on 01462 474403 before deciding to attend a meeting.

Decision required	Overview and Scrutiny	Decision Maker	Date of Decision	Documents to be submitted to Decision Maker	Contact Officer from whom documents can be requested	Confirmation that other documents <u>may</u> be submitted to the Decision Maker	Procedure for requesting details of other documents
Polling Districts Review (15/11/13)		All Area Committees	6 Jan 2014 to 23 Jan 2014	Report	David Miley <u>david.miley@north-</u> <u>herts.gov.uk</u> 01462 474208	Yes	via the Contact Officer named in Column 6
Setting of Council Tax Base for 2014/2015 (6/9/13)		Council Tax Setting Cttee.	14 Jan 2014	Report: Tax Base Calculation	Howard Crompton howard.crompton@n orth-herts.gov.uk 01462 474247	Yes	via the Contact Officer named in Column 6
Council Tax Reduction Scheme 2014/15 (15/11/13)		Council (via Cabinet)	22 Jan 2014 (via 10 Dec 2013)	Report	Howard Crompton howard.crompton@n orth-herts.gov.uk 01462 474247	Yes	via the Contact Officer named in Column 6
New Waste and Recycling Service Review – Outstanding Issues (7/10/13)		Cabinet	28 Jan 2014	Report	Vaughan Watson vaughan.watson@no rth-herts.gov.uk 01462 474641	Yes	via the Contact Officer named in Column 6
North Hertfordshire Local Plan (1/7/13)		Cabinet	28 Jan 2014	Report	Richard Kelly <u>richard.kelly@north-</u> <u>herts.gov.uk</u> 01462 474847	Yes	via the Contact Officer named in Column 6
Discretionary Rate Relief (26/7/13)		Cabinet	28 Jan 2014	Report	Howard Crompton howard.crompton@n orth-herts.gov.uk 01462 474247	Yes	via the Contact Officer named in Column 6
Bancroft Gardens - Submission of Parks For People Lottery Application (28/8/13)		Cabinet	28 Jan 2014	Report	Steve Geach steve.geach@north- herts.gov.uk 01462 474553	Yes	via the Contact Officer named in Column 6

O&S (21.01.14)

APPENDIX B Contact Officer **Decision required** Overview Decision Date of Documents to Confirmation that Procedure for and Scrutinv Maker Decision be submitted to from whom requesting details of other documents may Decision Maker documents can be be submitted to the other documents requested **Decision Maker** Pirton 28 Jan **Clare Skeels** Yes via the Contact Officer Cabinet Report Neighbourhood Area 2014 clare.skeels@northnamed in Column 6 Designation herts.gov.uk 01462 474424 (7/10/13) Yes Land Disposal -Cabinet 28 Jan Report David Charlton via the Contact Officer 2014 Lumen Road, david.charlton@north named in Column 6 Royston -herts.gov.uk (15/11/13)01462 474320 Council (via 13 Feb Safeguarding Report, Liz Green Yes Via the Contact Officer Proposed Policv Children and Adults Cabinet) 2014 (via liz.green@northnamed in Column 6 Policy 10 Dec herts.gov.uk (7/10/13) 2013) 01462 474230 13 Feb Report; Norma Atlav via the Contact Officer **Corporate Business** Council (via Finance. Planning 2014/15 Audit & Risk Cabinet) 2014 (via **Budget Papers** norma.atlay@north-Yes named in Column 6 28 Jan Committee herts.gov.uk Budget Setting (6/9/13) 2014) 01462 474297 **Capital Programme** Finance. Council (via 13 Feb Report; Tim Neill Yes via the Contact Officer 2014/15 onwards Audit & Risk Cabinet) 2014 (via **Budget Papers** tim.neill@northnamed in Column 6 herts.gov.uk (6/9/13) Committee 28 Jan 2014) 01462 474461 13 Feb Tim Neill Yes via the Contact Officer Treasury Finance. Council (via Report; Management Audit & Risk Cabinet) 2014 (via Treasury tim.neill@northnamed in Column 6 Strategy 2014/15 Strategy and 28 Jan herts.aov.uk Committee 2014) 01462 474461 (6/9/13)Procedures Third Quarter Cabinet 18 Feb Tim Neill Yes via the Contact Officer Finance, Report: tim.neill@north-**Revenue Monitoring** Audit & Risk 2014 **Budget Papers** named in Column 6 2013/14 herts.gov.uk Committee (6/9/13) 01462 474461 Third Quarter Finance. Cabinet 18 Feb Report; Tim Neill Yes via the Contact Officer Capital Monitoring Audit & Risk 2014 **Budget Papers** tim.neill@northnamed in Column 6 2013/14 Committee herts.gov.uk (6/9/13) 01462 474461 Third Quarter Cabinet 18 Feb Tim Neill Yes via the Contact Officer Finance. Report: tim.neill@north-Treasury Audit & Risk 2014 Treasury named in Column 6 Management Committee Management herts.gov.uk Monitoring 2013/14 Papers 01462 474461 (6/9/13)

APPENDIX B Decision required Contact Officer Confirmation that Overview Decision Date of Documents to Procedure for and Scrutinv Maker Decision be submitted to from whom requesting details of other documents may be submitted to the other documents Decision Maker documents can be requested **Decision Maker** Grants Policy and Cabinet 18 Feb Report Stuart Izzard Yes via the Contact Officer Financial Aid Review 2014 Stuart.izzard@northnamed in Column 6 - Draft herts.gov.uk 01462 474854 (29/11/13) Community Asset 18 Feb Liz Green Yes via the Contact Officer Cabinet Report Transfer Policy 2014 liz.green@northnamed in Column 6 (23/12/13) herts.gov.uk 01462 474230-18 Feb Town Lodge and Cabinet Report David Charlton Yes via the Contact Officer Associated 2014 david.charlton@north named in Column 6 Properties, -herts.gov.uk Letchworth GC 01462 474320 (19/7/13)Council Tax Council Tax 27 Feb Report via the Contact Officer Norma Atlay Yes Setting Resolution 2014/15 2014 norma.atlav@northnamed in Column 6 Cttee. herts.aov.uk (6/9/13) 01462 474297 **District Wide Survey** Cabinet 25 Mar Report Sarah Dobor Yes via the Contact Officer (6/9/13) 2014 sarah.dobor@northnamed in Column 6 herts.gov.uk 01462 474552 25 Mar Review of Cabinet Sarah Dobor Yes via the Contact Officer Report Communications 2014 sarah.dobor@northnamed in Column 6 Strategy 2014-2018 herts.gov.uk 01462 474552 (6/9/13) Yes Future Use of 25 Mar Report Steve Geach via the Contact Officer Cabinet Pavilion, Bakers 2014 steve.geach@northnamed in Column 6 Close, Baldock herts.gov.uk 01462 474553 (5/12/12) Grants Policy and 25 Mar Stuart Izzard Yes via the Contact Officer Cabinet Report Financial Aid Review 2014 Stuart.izzard@northnamed in Column 6 - Final herts.gov.uk 01462 474854 (29/11/13)

APPENDIX B Contact Officer **Decision required** Overview Decision Date of Documents to Confirmation that Procedure for and Scrutinv Maker Decision be submitted to from whom requesting details of other documents may Decision Maker documents can be be submitted to the other documents requested **Decision Maker** Wilbury Hills 25 Mar Andrew Mills Yes via the Contact Officer Cabinet Report 2014 andrew.mills@north-Cemetery, named in Column 6 Letchworth GC herts.gov.uk 01462 474272 Crematorium Proposal (28/6/13) Kimpton Cabinet 25 Mar Report **Clare Skeels** Yes via the Contact Officer Neighbourhood Area 2014 clare.skeels@northnamed in Column 6 herts.gov.uk Designation 01462 474424 (19/12/13) Land at Radburn Cabinet 25 Mar Report David Charlton Yes via the Contact Officer 2014 david.charlton@north Way/Baldock Road, named in Column 6 Letchworth GC -herts.gov.uk 01462 474320 (19/12/13)via the Contact Officer Land at Ivel Court. Cabinet 25 Mar Report David Charlton Yes Radburn Way, 2014 david.charlton@north named in Column 6 Letchworth GC -herts.gov.uk (19/12/13)01462 474320 Former Depot Site. 25 Mar David Charlton Yes via the Contact Officer Cabinet Report Icknield Way, 2014 david.charlton@north named in Column 6 Letchworth GC -herts.gov.uk (19/12/13)01462 474320 9 Apr 2014 Priorities for the Norma Atlay Yes via the Contact Officer Council Report District 2014/15 (via Cabinet norma.atlay@northnamed in Column 6 on 25 Mar herts.gov.uk (31/10/13) 01462 474297 2014) 9 Apr 2014 Section 40 Localism via the Contact Officer Council Report John Robinson Yes Act – Adoption of a (via Cabinet iohn.robinson@north named in Column 6 revised Pay Policy on 25 Mar -herts.gov.uk 2014) 01462 474655 (31/10/13) 9 April 2014 Existing Policy Steven Cobb Yes via the Contact Officer Adoption of a Council Legislative steven.cobb@north-Statement of named in Column 6 (via Licensing & Licensing Policy in Changes: herts.gov.uk Proposed Policy 01462 474833 respect of the Appeals Licensing Act 2003 Cttee - date Report (14/12/12) tbc)

APPENDIX B Decision required Contact Officer Confirmation that Overview Decision Date of Documents to Procedure for and Scrutinv Maker Decision be submitted to from whom other documents may requesting details of documents can be be submitted to the other documents Decision Maker **Decision Maker** requested Letchworth Museum Cabinet 24 Jun Report David Charlton Yes via the Contact Officer (19/12/13) 2014 david.charlton@north named in Column 6 -herts.gov.uk 01462 474320 Yes via the Contact Officer Hitchin Museum Cabinet 24 Jun Report David Charlton 2014 david.charlton@north (19/12/13) named in Column 6 -herts.gov.uk 01462 474320 Thomas Bellamy Report via the Contact Officer Cabinet 24 Jun David Charlton Yes House, Hitchin david.charlton@north 2014 named in Column 6 (19/12/13) -herts.gov.uk 01462 474320 Garrison Court Report David Charlton via the Contact Officer Cabinet 24 Jun Yes david.charlton@north Garages, Hitchin 2014 named in Column 6 -herts.gov.uk (19/12/13) 01462 474320 Land at Clare 5 Aug Report David Charlton Yes via the Contact Officer Cabinet Crescent, Baldock 2014 david.charlton@north named in Column 6 (19/12/13) -herts.gov.uk 01462 474320