## NORTH HERTFORDSHIRE DISTRICT COUNCIL

## Forward Plan of Key Decisions – 12 August 2015

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<br>and Scrutiny              | Decision<br>Maker        | Date of<br>Decision                | Documents to<br>be submitted to<br>Decision Maker | Contact Officer<br>from whom<br>documents can be<br>requested       | Confirmation that<br>other documents <u>may</u><br>be submitted to the<br>Decision Maker | Procedure for<br>requesting details of<br>other documents |
|--|---------------------------------------|--------------------------|------------------------------------|---|---|--|---|
| Corporate Plan 2016<br>- 2021<br><i>(5/6/15)</i>                           | Overview &<br>Scrutiny<br>Committee   | Council (via<br>Cabinet) | 3 Sep 2015<br>(via 28 Jul<br>2015) | Report  | Norma Atlay<br>norma.atlay@north-<br>herts.gov.uk<br>01462 474297   | Yes  | via the Contact Officer<br>named in Column 6              |
| Medium Term<br>Financial Strategy<br>2016-2021<br>(27/2/15)                |                                       | Council (via<br>Cabinet) | 3 Sep 2015<br>(via 28 Jul<br>2015) | Report  | Norma Atlay<br>norma.atlay@north-<br>herts.gov.uk<br>01462 474297   | Yes  | via the Contact Officer<br>named in Column 6              |
| Statement of<br>Community<br>Involvement<br>(12/5/15)                      |                                       | Council (via<br>Cabinet) | 3 Sep 2015<br>(via 28 Jul<br>2015) | Report  | Clare Skeels<br>clare.skeels@north-<br>herts.gov.uk<br>01462 474424 | Yes  | via the Contact Officer<br>named in Column 6              |
| First Quarter<br>Revenue Monitoring<br>2015/16<br><b>(27/2/15)</b>         | Finance,<br>Audit & Risk<br>Committee | Cabinet                  | 29 Sep<br>2015                     | Report  | Norma Atlay<br>norma.atlay@north-<br>herts.gov.uk<br>01462 474297   | Yes  | via the Contact Officer<br>named in Column 6              |
| First Quarter<br>Treasury<br>Management<br>Monitoring 2015/16<br>(27/2/15) | Finance,<br>Audit & Risk<br>Committee | Cabinet                  | 29 Sep<br>2015                     | Report  | Norma Atlay<br>norma.atlay@north-<br>herts.gov.uk<br>01462 474297   | Yes  | via the Contact Officer<br>named in Column 6              |
| First Quarter Capital<br>Monitoring 2015/16<br>(27/2/15)                   | Finance,<br>Audit & Risk<br>Committee | Cabinet                  | 29 Sep<br>2015                     | Report  | Norma Atlay<br>norma.atlay@north-<br>herts.gov.uk<br>01462 474297   | Yes  | via the Contact Officer<br>named in Column 6              |
| Managing conflicts<br>in Council Roles and<br>Duties                       | Finance,<br>Audit & Risk<br>Committee | Cabinet                  | 29 Sep<br>2015                     | Report  | Jeanette Thompson<br>jeanette.thompson@<br>north-herts.gov.uk       | Yes  | via the Contact Officer<br>named in Column 6              |

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01462 474370 (5/6/15) **Decision required** Overview Decision Date of Documents to **Contact Officer** Confirmation that Procedure for requesting details of and Scrutinv Maker Decision be submitted to from whom other documents may Decision Maker documents can be be submitted to the other documents requested **Decision Maker** 29 Sep via the Contact Officer Consultation Overview & Cabinet Sarah Dobor Yes Report 2015 sarah.dobor@north-Strategy 2016-2020 Scrutiny named in Column 6 Committee herts.gov.uk (17/6/15) 01462 574552 29 Sep Louise Symes Economic Overview & Cabinet Report Yes via the Contact Officer Development 2015 louise.symes@northnamed in Column 6 Scrutiny herts.gov.uk Strategy Committee 01462 4743559 (19/6/15)29 Sep Council Tax Cabinet Report Howard Crompton Yes via the Contact Officer **Reduction Scheme** 2015 howard.crompton@n named in Column 6 orth-herts.gov.uk 2016/17 01462 474247 (22/7/15)IT Strategy 2015-29 Sep via the Contact Officer Cabinet Howard Crompton Yes Report howard.crompton@n 2020 2015 named in Column 6 (12/8/15) orth-herts.gov.uk 01462 474247 29 Sep Report via the Contact Officer Land at Radburn Cabinet David Charlton Yes Way/Baldock Road, 2015 david.charlton@north named in Column 6 Letchworth GC -herts.gov.uk 01462 474320 (12/8/15) Louise Symes North Hertfordshire Council 26 Nov Report Yes via the Contact Officer 2015 louise.symes@north-Local Plan named in Column 6 herts.gov.uk proposed Submission draft 01462 4743559 (16/2/15) via the Contact Officer 26 Nov Members' David Milev Yes Council Report Allowances Scheme 2015 david.milev@northnamed in Column 6 herts.gov.uk 2016/17 01462 474208 (12/8/15) Adoption of a Council 26 Nov Existing Policy Steven Cobb Yes via the Contact Officer 2015 (via Statement of Legislative steven.cobb@northnamed in Column 6 Licensing & herts.gov.uk Licensing Policy in Changes: Proposed Policy respect of the Appeals 01462 474833 Cttee – 6 Licensing Act 2003 Report Oct 2015) (14/12/12)

**APPENDIX C** 

APPENDIX C

| Decision required  | Overview                              | Decision                 | Date of   | Documents to  | Contact Officer   | Confirmation that   | Procedure for                                |
|--|---------------------------------------|--------------------------|---|---|---|---|--|
|  | and Scrutiny                          | Maker                    | Decision  | be submitted to<br>Decision Maker                                       | from whom<br>documents can be<br>requested                                  | other documents <u>may</u><br>be submitted to the<br>Decision Maker | requesting details of other documents        |
| Adoption of a<br>Statement of<br>Licensing Policy in<br>respect of the<br>Gambling Act 2005<br>(16/2/15) |                                       | Council                  | 26 Nov<br>2015 (via<br>Licensing &<br>Appeals<br>Cttee – 6<br>Oct 2015) | Existing Policy<br>Legislative<br>Changes;<br>Proposed Policy<br>Report | Steven Cobb<br>steven.cobb@north-<br>herts.gov.uk<br>01462 474833           | Yes   | via the Contact Officer<br>named in Column 6 |
| Review of the<br>Council's grant aid<br>and other financial<br>support policy<br>(27/2/15)               | Overview &<br>Scrutiny<br>Committee   | Cabinet                  | 15 Dec<br>2015  | Report  | Liz Green<br><u>liz.green@north-</u><br><u>herts.gov.uk</u><br>01462 474230 | Yes   | via the Contact Officer<br>named in Column 6 |
| Corporate Business<br>Planning – Draft<br>Budget 2016/17<br>(12/8/15)                                    | Finance,<br>Audit & Risk<br>Committee | Cabinet                  | 15 Dec<br>2015  | Report  | Norma Atlay<br>norma.atlay@north-<br>herts.gov.uk<br>01462 474297           | Yes   | via the Contact Officer<br>named in Column 6 |
| Second Quarter<br>Revenue Monitoring<br>2015/16<br>(12/8/15)   | Finance,<br>Audit & Risk<br>Committee | Cabinet                  | 15 Dec<br>2015  | Report  | Norma Atlay<br>norma.atlay@north-<br>herts.gov.uk<br>01462 474297           | Yes   | via the Contact Officer<br>named in Column 6 |
| Second Quarter<br>Treasury<br>Management<br>Monitoring 2015/16<br>(12/8/15)                              | Finance,<br>Audit & Risk<br>Committee | Cabinet                  | 15 Dec<br>2015  | Report  | Norma Atlay<br>norma.atlay@north-<br>herts.gov.uk<br>01462 474297           | Yes   | via the Contact Officer<br>named in Column 6 |
| Second Quarter<br>Capital Monitoring<br>2015/16<br>(12/8/15)   | Finance,<br>Audit & Risk<br>Committee | Cabinet                  | 15 Dec<br>2015  | Report  | Norma Atlay<br>norma.atlay@north-<br>herts.gov.uk<br>01462 474297           | Yes   | via the Contact Officer<br>named in Column 6 |
| Council Tax<br>Reduction Scheme<br>2016/17<br><b>(22/7/15)</b>   |                                       | Council (via<br>Cabinet) | 21 Jan<br>2016 (via<br>15 Dec<br>2015)                                  | Report  | Howard Crompton<br>howard.crompton@n<br>orth-herts.gov.uk<br>01462 474247   | Yes   | via the Contact Officer<br>named in Column 6 |
| Wilbury Hills<br>Cemetery,<br>Letchworth GC –  | Overview &<br>Scrutiny<br>Committee   | Cabinet                  | To be<br>advised  | Report  | Andrew Mills<br>andrew.mills@north-<br>herts.gov.uk                         | Yes   | via the Contact Officer<br>named in Column 6 |

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**APPENDIX C** 

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|--|---------------------------------------|-------------------|---------------------|---|---|--|---|
| Crematorium<br>Proposal<br><b>(28/6/13)</b>  |                                       |                   |                     |   | 01462 474272  |  |   |
| Decision required  | Overview<br>and Scrutiny              | Decision<br>Maker | Date of<br>Decision | Documents to<br>be submitted to<br>Decision Maker | Contact Officer<br>from whom<br>documents can be<br>requested                         | Confirmation that<br>other documents <u>may</u><br>be submitted to the<br>Decision Maker | Procedure for<br>requesting details of<br>other documents |
| North Hertfordshire<br>Museum & Hitchin<br>Town Hall<br>Contractual<br>Obligations (TBC)<br>(19/12/14) | Overview<br>and Scrutiny<br>Committee | Council           | To be<br>advised    | Report  | John Robinson<br>john.robinson@north<br><u>-herts.gov.uk</u><br>(01462) 474655        | Yes  | via the Contact Officer<br>named in Column 6              |
| Land at Clare<br>Crescent, Baldock<br>(19/12/13)   |                                       | Cabinet           | To be<br>advised    | Report  | David Charlton<br><u>david.charlton@north</u><br><u>-herts.gov.uk</u><br>01462 474320 | Yes  | via the Contact Officer<br>named in Column 6              |
| Hitchin Market Place<br><b>(30/6/14)</b>   |                                       | Cabinet           | To be<br>advised    | Report  | David Charlton<br><u>david.charlton@north</u><br><u>-herts.gov.uk</u><br>01462 474320 | Yes  | via the Contact Officer<br>named in Column 6              |
| Building Control –<br>Hertfordshire<br>Authorities Project<br><b>(2/6/15)</b>                          |                                       | Cabinet           | To be<br>advised    | Report  | Ian Fullstone<br><u>ian.fullstone@north-</u><br><u>herts.gov.uk</u><br>(01462) 474480 | Yes  | via the Contact Officer<br>named in Column 6              |
| Community Centre<br>Leases<br>(12/8/15)  |                                       | Cabinet           | To be<br>advised    | Report  | Andy Cavanagh<br>andrew.cavanagh@n<br>orth-herts.gov.uk<br>01462 474243               | Yes  | via the Contact Officer<br>named in Column 6              |