

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B051/20

If not a Key Decision write n/a above

OFFICER DECISION RECORD ⁱ

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

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| Subject: Approve criteria for shortlisting Sustainable Travel Towns programme <i>(If a Key Decision please use the same title as provided in the Forward Plan)</i> | |
| Type of Decision: Executive | Key Decision (Executive Functions only): Yes |
| Officer Contact: Trevor Mason Tel: 01992 556117 | Executive Member/Committee Chairman: Derrick Ashley Portfolio (Executive Functions only): Growth, Infrastructure, Planning and the Economy |

1. **Decision**

To agree the list of criteria that district and borough councils will need to sign up to in order to support bids to the Sustainable Travel Town programme.

2. **Reasons for the decision**

Criteria need to be set in order to allow selection of the bids to enter into the Sustainable Travel Town programme

April 2020

3. **Alternative options considered and rejected**

None

4. **Consultation** (see Summary of Requirements below)

Was any Councillor consulted? Yes

If yes:

(a) Comments of Executive Member/Committee Chairman (*delete as applicable*)

Criteria fully supported.

(b) Comments of other consultees

None

5. **Any conflict of interest declared by a councillor who has been consulted in relation to the decision**

None

(If a Councillor declares a conflict of interest DO NOT PROCEED without seeking advice from Democratic Services or Legal Services).

6. **[Following consultation with the Executive Member/Committee Chairman,] I am proceeding with the proposed decision.** (*delete words in square brackets if no requirement to consult the Executive Member/Committee Chairman*)

Signed: ...Trevor Mason.....

Title: ... Team Leader – Sustainable Transport and Rail

Date: 04/09/2020

Copies of record to:

April 2020

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.ⁱⁱ

Summary of Requirements to Inform/Consult Councillors

| Significance of Proposed Action | Controversial | Relevant Councillor(s) to be Consulted |
|------------------------------------|---------------|---|
| Technical/Professional/ Routine | No | No need to inform or consult councillors |
| Technical/Professional/ Routine | Yes | Executive Functions: Consult relevant Lead Executive Member and, where appropriate, Local Councillor Non-Executive Functions: Relevant Committee Chairman and, where appropriate, Local Councillor |
| Local | No | Executive Functions: Inform Lead Executive Member and Local Councillor Non-Executive Functions: Inform Local Councillor |
| Local | Yes | Executive Functions: Consult Lead Executive Member and Local Councillor Non-Executive Functions: Consult Local Councillor |
| General or County-wide | No | Executive Functions: Consult relevant Lead Executive Member (s) Non-Executive Functions: Consult relevant Committee Chairman |

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| General or County-wide | Yes | <p>Executive Functions: Consult relevant Lead Executive Member (s) and the Leader of the Council</p> <p>Non-Executive Functions: Consult relevant Committee Chairman/Leaders all Political Groups</p> |