

Committee: Council
Date: 26 April 2005
Agenda Item No: 10
Title: FORWARD PLAN 2005/06
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Summary

- 1 The Forward Plan attached captures regular scheduled reports to Committees and Council, together with headline items anticipated for debate during 2005/06.
- 2 Members are requested to comment on the Forward Plan content and layout, and to report any omissions. The Plan will be revised and re-circulated for the Annual Council Meeting on 17 May 2005.

Background

- 3 A Forward Plan has been prepared (attached) to capture:
 - Regular scheduled and statutory reports
 - Headline items
- 4 At the time of circulation no attempt has yet been made to balance agendas, though this will be done in advance of the Annual Council Meeting to ensure that debate is evenly spread amongst committee meetings. Scrutiny 1 (Community & Housing) has yet to select topic items for 2005/06 and therefore the work programme will not be set until its meeting on June 22.
- 5 It is intended that the Forward Plan will be amended in the light of discussion and comments and a revised version circulated to the Annual Council meeting on 17 May 2005.

RECOMMENDED that

- a) Members comment on the layout and content of the Forward Plan; and,
- b) Members advise Tracy Turner of any omissions.

Background Papers: None

**UTTLESFORD DISTRICT COUNCIL
FORWARD PLAN 2005/06**

Community & Leisure

June 7	Sept 6	October 25	January 10	March 7		
Work Programme (DB) Best Value Review of Young People (GB) Cultural Festival (GB) Bridge End Garden Project (GB) INSITE Project Update (GB) Children Act (AS) Public Health (TT)	Cultural Partnership Developments (SMcL) Museum Resource Centre Project (CW) Museum Service Strategic Plan (CW) Museum Service Marketing Strategy (CW) Q1 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D)	Leisure & Cultural Strategy (GB) Community Sports Outreach Workers Review (GB) Cultural Festival (GB) Museum Service Acquisition & Disposal Policy (CW) Museum Service Education Policy (CW) Museum Service Access Policy (CW) Q2 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D)		Leisure Centres Annual Presentation (GB) Q3 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D) Community Development Strategy (TT) Rural Strategy (TT)		

Health & Housing	June 9	Sept 8	Oct 27	Jan 12	Jan 26	Mar 9	
	Work Programme (RC) Stock Options Outcome (RC) Hard to Let Sheltered Scheme (EP) Food Service Plan (GS)	Q1 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D) Allocations Policy relating to Homelessness (EP)	Q2 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D) Tenant Compact Review (EP)			Q3 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D) Rent Review (PO'D)	
Environment	June 14	Sept 13	Nov 1	Jan 17	Mar 14		
	Work Programme (JM) Planning Delivery Grant and how to spend it (JM) Uttlesford Waste Management Strategy (DB)	Q1 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D) Statement of Community Involvement (JM) Supplementary planning documents (JM) Refuse and Recycling Specification & Contract (DB)	Q2 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D)	Agreement of Successful tender for Refuse and Recycling (DB)		Q3 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D) LDF core strategy (JM)	

Licensing	June 15	Sept 14	Nov 2	Jan 18	Mar 15		
	Street Trading and Gambling (MP)						
Development Control	May 18	June 8 June 29 July 20 Aug 10 Aug 31	Sept 21 Oct 12 Nov 2 Nov 23	Dec 14	Jan 11 Feb 1 Feb 22	Mar 15 April 5 April 26	May 17
	Annual Report (JM)	June 29: Performance Review (JM)	Oct 12: Performance Review (JM) Oct/Nov: Possible receipt of maximum runway use application (JM)		Jan 11: Performance Review (JM)	April 26: Performance Review (JM)	

Transport & Highways	June 16	Sept 8	Nov 3	Jan 19	Mar 16		
	Work Programme (JP) Parking Review (SMcL) Locally Determined Budget (ECC) Local Transport Plan 2006-11 (ECC)	Parking Review (SMcL) Q1 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D)	Parking Review Decision (SMcL) Q2 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D)			Q3 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D)	
Scrutiny 1	June 22	Sept 21	Nov 9	Jan 25	Mar 22		
	Work Programme (TT)				Annual Report (TT)		

Resources

	June 23	July 28	Sept 29	Nov 17	Feb 2	Feb 9	Mar 23
	<p>Work Programme (PO'D) CPA Improvement Plan* (TT) Civic Suite Pricing Policy (CH) HR Strategy Action Plan (CH) LPSA2 & LAA (TT) A2S Implementation Plan (MB) Credit Union Update Report (MB) Service & Financial Planning (TT, PO'D) PDG and how to spend it (JM)</p>	<p>Q1 Performance Monitoring: PI's. (TT) Q1 Corporate Plan (SMcL) Consultation Strategy (TT) Performance Management Framework and Performance Improvement Plan (TT) Final Account 2004/05 (PO'D) Emergency Planning (MP) Benefit Fraud (MP)</p>	<p>CPA Improvement Plan* (TT) HR Performance (CH) Museum Resource Centre Project Q2 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D) Q2 Corporate Plan (SMcL) Communications Strategy (TT) A2S Update (MB)</p>	<p>Equalities (CH) Review of Polling Districts (MP) Procurement Strategy (TT) Service and Financial Planning (P'OD) Budgetary Control (P'OD) Capital Programme (P'OD) Benefit Fraud (MP) Final Accounts (PO'D)</p>	<p>CPA Improvement Plan* (TT) HR Performance (CH) Q3 Performance Monitoring: PI's. Service & Financial Planning (TT, PO'D) Q3 Corporate Plan (SMcL) A2S Update (MB) IT Capital Programme (2006/07) (MB) Budgetary Control (PO'D) Capital Programme(PO'D) Treasury Management Policy (PO'D) Benefit Fraud (MP) Annual Audit Letter (PO'D)</p>	<p>Service and Financial Planning and Council Tax 2006/07 (PO'D) Prudential Indicators (PO'D) Sanctions Policy (MP)</p>	<p>CPA Improvement Plan* (TT) A2S Update (MB) Benefit Fraud (MP)</p>

Scrutiny 2	July 6	Oct 5	Nov 30	Feb 8	Apr 5		
	Work Programme (TT) Bulky Refuse (RP, Cllr Murphy, TT) Fees & Charges (PO'D, Cllr Flack, TT) Recruitment & Retention (CH, Cllr Morson, TT) Corporate Performance Indicators 2004/05 (TT) Corporate Complaints Handling (MB)	Fees & Charges Scrutiny Report (PO'D, Cllr Flack, TT) Procurement Strategy (TT)	Bulky Refuse Report (RP, Cllr Murphy, TT)	Recruitment & Retention (CH, Cllr Morson, TT)	Annual Report (TT)		
Council	May 17 (Annual Council)	Jul 19	Oct 18	Dec 13	Feb 16	Apr 25	May 16 (Annual Council)
	Best Value Performance Plan (TT) Appointment of Committees (MP) West Area Group First Annual Business Plan & Joint Committee Constitution for the Essex Waste Management Contract (DB)	Gambling Act 2005 (MP) Uttlesford Futures Minutes (TT)	Uttlesford Futures Minutes (TT)	Report of the Independent Remuneration Panel (MP)	Annual Review and update of Corporate Plan (SMcL) Uttlesford Futures Minutes (TT) Annual Audit Letter (PO'D)	Council Work Programme (2006/07) (TT) Uttlesford Futures Minutes (TT)	Best Value Performance Plan (TT)

*CPA Improvement Plan reports to include updates on User Focus improvement actions