

UTTLESFORD DISTRICT COUNCIL

CABINET PORTFOLIOS

2023/24

Portfolio: Leader of the Council

Portfolio Holder: Councillor Petrina Lees

Areas of Responsibility and Key Strategic Policies

- To provide leadership to the council and its political administration
- Lead and chair the Executive and ensure its overall effectiveness.
- Allocate executive portfolios and to ensure the effective integration and coordination of roles, responsibilities and functions within the Executive.
- Have overall responsibility for the political and financial management of the authority, and the delivery of agreed council priorities, strategies and policies.
- Liaise with the Chief Executive on all issues relating to the operation of the council and to meet regularly with the Chief Executive, Directors and other relevant Senior Officers to consider and recommend action within approved policies and strategies.
- Meet regularly with the Portfolio Holders to consider and recommend action within approved policies and strategies.
- Have regular contact with other councillors, community representatives and other local stakeholders and to take account of their views in shaping recommendations on policies, strategies and budgets.
- Represent the council in the community and in discussions and negotiations with county, regional and national organisations and others so as to pursue matters of interest to the council and the community.
- Positively promote the council and the community in the press and via the media.
- Promote effective and due corporate governance and risk management.

Portfolio: Deputy Leader of the Council and Portfolio Holder for Finance and the Economy

Portfolio Holder: Councillor Neil Hargreaves

Areas of Responsibility and Key Strategic Policies

Finance

- The Budget - deliver cost-effective and efficient services within the Council's means.
- Medium Term Financial Strategy (MTFS) - to fund council services by a prudent mix of investment, services and tax income, while maintaining adequate reserves.
- Treasury Management.
- Applications for relevant central government grants.

Economy

- Economic Development Strategy.
- Parking.

Portfolio: Environment and Climate Change

Portfolio Holder: Councillor Neil Reeve

Areas of Responsibility and Key Strategic Policies

The Environment and Climate Change

- Climate Crisis Strategy.
- Climate Change Action Plan.
- Implement and enforce policies that protect the district's natural resources and ecology, reduce energy consumption and increase bio-diversity.
- Air quality and pollution.

Waste services

- Encourage re-use and recycling.
- Reduction of fly-tipping and littering.
- Advocate reduction in land-fill.

Portfolio: Planning

Portfolio Holder: Councillor John Evans

Areas of Responsibility and Key Strategic Policies

Planning and Development Management

- Implement recommendations of Planning Department Service Review.
- Increase the voice and influence of residents in planning matters.
- Ensure proper representation to and with Government Departments regarding planning policy matters.
- Implementation of the Community Infrastructure Levy (or successor) along with s106 agreements to deliver strategic community projects and greater local benefits available from development.
- Planning Enforcement Oversight.

Local Plan and Planning Policy

- Develop a new Local Plan for the district.
- Facilitate Neighbourhood Planning across the district through strong engagement with and support of all town and parish councils.
- Work with ECC and national/regional bodies on infrastructure provision, including Highways projects.

Stansted Airport & Aviation

- Work with the airport and associated businesses on issues of permitted development including employment.
- Represent residents as to matters of concern to communities, including flight paths/routeing, night flights, noise and fly-parking.

Portfolio: Communities and Safety Partnerships

Portfolio Holder: Councillor Maggie Sutton

Areas of Responsibility and Key Strategic Policies

Communities

- Town and parish council engagement.
- Voluntary sector engagement.
- Youth Engagement.

Safety Partnerships

- Representative on the Police, Fire and Crime Panel.
- Community Safety Partnership.
- Emergency Planning and Business Continuity Policy.
- Uttlesford Health and Wellbeing Strategy.
- Lead on Health and Wellbeing Partnership.
- Promote services to protect vulnerable women and men who live in the district.
- Work with NHS on in-district local healthcare provision.
- Refugees.

Portfolio: Housing and Equalities

Portfolio Holder: Councillor Arthur Coote

Areas of Responsibility and Key Strategic Policies

Housing

- Housing Strategy 2021-2026.
- Affordable homes delivery.
- Maintenance, improvement and refurbishment of existing council homes.
- Standards in private sector housing.
- Homelessness and Rough Sleeping Strategy.

Equalities

- Delivery of Equality Policy and Equality Duty.