

UTTLESFORD DISTRICT COUNCIL CABINET FORWARD PLAN

Item	Meeting	Date	Brief information about the item and details of documents submitted for consideration	Key Decision?	Part 2?	Portfolio Holder	Contact officer from where the documents can be obtained
(Undated items are at the end of this list)							
Appointment of Committees and Working Groups 2018/19	Cabinet	24 May 2018	Appoint all Cabinet committees, working groups and representatives on outside bodies for 2018/19	No	No	Cllr Rolfe	Rebecca Dobson, Principal Democratic and Electoral Services Officer
Aspire Accounting Policy	Cabinet	24 May 2018	Approve accounting policies for Aspire	No	No	Cllr Howell	Adrian Webb, Director of Finance and Corporate Services
Scrutiny Review	Cabinet	24 May 2018	Cabinet to consider the Centre for Public Scrutiny review	No	No		Richard Auty, Assistant Director Corporate Services
Land Rear of Millfield, Lt Chesterford	Cabinet	24 May 2018		TBC	TBC	Cllr Redfern	Roz Millership, Assistant Director Housing and Environmental Services
Garden Communities Delivery Member Governance Board update'	Cabinet	24 May 2018	Update from the Cabinet Working Group on items discussed in the last 3 months'	N	N	Cllr Rolfe	Adrian Webb - Director of Finance and Corporate Services

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Local Heritage List	Cabinet	12 July 2018	To agree the Local Heritage List comprising buildings of local historic interest	No	No	Cllr Barker	Gordon Glenday (Angharad Hart), Assistant Director, Planning
Members New Homes Bonus 2017/18	Cabinet	12 July 2018	To receive a report detailing the spend for each councillor and the projects supported	No	No	Cllr Ranger	Adrian Webb - Director of Finance and Corporate Services
Final Outturn 2018/19	Cabinet	12 July 2018	Final budget position for 2017/18 subject to audit			Cllr Howell	Angela Knight – Assistant Director Resources
Treasury Management Outturn 2018/19	Cabinet	12 July 2018	Total of investments and borrowing for the year			Cllr Howell	Angela Knight – Assistant Director Resources
LCTS Proposals	Cabinet	12 July 2018	To confirm LCTS proposals for 2019/20 scheme to inform the Consultation process			Cllr Howell	Angela Knight – Assistant Director Resources
Environmental Enforcement	Cabinet	12 July	<p>Report requesting consent to expand the range of fixed / civil penalty notices issued by Council Officers.</p> <p>To grant delegated authority to the Environmental Health Manager (Protection) to apply and enforce new fixed /civil penalties arising from legislative change, and to grant the Environmental Health Manager (Protection) authority to delegate to</p>	No	No	Cllr Susan Barker	Marcus Watts Environmental Health Manager (Protection)

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			appropriate trained persons authority to issue fixed and civil penalty notices.				
Qtr. 1 forecast outturn 2018/19	Cabinet	6 Sep 2018	To present the predicted budget spend for Quarter 1 2018/19 (April – June)			Cllr Howell	Angela Knight – Assistant Director Resources
Garden Communities Delivery Member Governance Board update'	Cabinet	6 Sept 2018	Update from the Cabinet Working Group on items discussed in the last 3 months'	No	No	Cllr Rolfe	Adrian Webb - Director of Finance and Corporate Services
Houses in Multiple Occupation Amenity Standards	Cabinet	16 October 2018	Following consultation with stakeholders a report to consider the adoption of HMO Amenity Standards	No		Cllr Susan Barker	Marcus Watts Environmental Health Manager (Protection)
Changes to mandatory licensing of Houses in Multiple Occupation	Cabinet	16 October 2018	To advise Cabinet on the extension of the scope of the HMO mandatory licensing scheme proposals scope of the changes and to agree a new fee structure.	No		Cllr Susan Barker	Marcus Watts Environmental Health Manager (Protection)
Environmental Health	Cabinet	16	To consider and agree the	No		Cllr Susan	Marcus Watts Environmental

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Enforcement (Civil Penalty Notice Policy)		October 2018	Civil Penalty Notice Policy			Barker	Health Manager (Protection)
LCTS proposals and Consultation responses 2019/20	Cabinet	29 Nov 2018	To review the LCTS scheme proposals for 2019/20 for recommendation to Full Council			Cllr Howell	
Budget Consultation responses 2019/20	Cabinet	29 Nov 2018	To review Residents and Businesses responses to Budget priorities for the 2019/20 budget setting			Cllr Howell	Angela Knight – Assistant Director Resources
Qtr. 2 forecast outturn 2018/19	Cabinet	29 Nov 2018	To present the predicted budget spend for Quarter 2 2018/19 (July – September)			Cllr Howell	Angela Knight – Assistant Director Resources
Garden Communities Delivery Member Governance Board update'	Cabinet	10 Jan 2019	Update from the Cabinet Working Group on items discussed in the last 3 months'	No	No	Cllr Rolfe	Adrian Webb - Director of Finance and Corporate Services
All Budget reports 2019/20	Cabinet	12 Feb 2019	To review all budget reports for recommendation to Full Council			Cllr Howell	Angela Knight – Assistant Director Resources

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Qtr. 3 forecast Outturn 2018/19	Cabinet	12 Feb 2019	To present the predicted budget spend for Quarter 3 2018/19 (October – December)			Cllr Howell	Angela Knight – Assistant Director Resources
Local Plan	Cabinet	TBC	Further decisions will be required regarding the local plan but the timing may not align to existing meetings and may therefore necessitate additional meetings of Cabinet and Council				Gordon Glenday – Assistant Director - Planning
Licensing Review	Cabinet	TBC	To identify both the current strengths and vulnerabilities of the Licensing Service, recommending any necessary changes both to UDC licensing policy & procedures and the current team structure	Yes	No	Cllr Barker	Tony Cobden – Environmental Health Manager (Commercial)

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Day Centres	Cabinet	TBC	To consider a proposal for the future management of the Day Centres within the District.			Cllr Ranger	Paula Evans – Leisure and Performance Manager