

UTTLESFORD DISTRICT COUNCIL CABINET FORWARD PLAN

| Item | Decision Maker | 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 |
|-------------------------------------|----------------------|--------------|--|---------------|---------|-------------------|--|
| Local Plan | Cabinet (Local Plan) | 12 June 2018 | To consider the Uttlesford Local Plan prior to going out to regulation 19 consultation | No | No | Cllr Rolfe | Gordon Glenday – Assistant Director - Planning |
| 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 2017/18 | Cabinet | 12 July 2018 | Final budget position for 2017/18 subject to audit | | | Cllr Howell | Angela Knight – Assistant Director Resources |
| Treasury Management Outturn 2017/18 | 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 | Report requesting consent to expand the range of fixed / civil penalty notices issued by Council Officers. | No | No | Cllr Susan Barker | Marcus Watts Environmental Health Manager (Protection) |

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| | | | 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 appropriate trained persons authority to issue fixed and civil penalty notices. | | | | |
| The Planning Service Peer Review Action Plan | Cabinet | 12 July 2018 | | No | No | Cllr Susan Barker | Gordon Glenday – Assistant Director Planning |
| Corporate Plan Delivery Plan Q1 progress report | Cabinet | 12 July 2018 | | No | No | Cllr Rolfe | Dawn French – Chief Executive |
| Delegated decisions by Cabinet members (standing item) | Cabinet | Standing Item | This is now a standing item, for information to be received on any delegated decisions taken by Cabinet members since the previous meeting | No | No | As per decisions listed (if any) | Rebecca Dobson – Principal Democratic and Electoral Services Officer |
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| Qtr. 1 Actuals and Forecast | Cabinet | 6 Sep 2018 | To present the predicted budget spend for Quarter 1 | | | Cllr Howell | Angela Knight – Assistant Director Resources |

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| Outturn 2018/19 | | | 2018/19 (April – June) | | | | |
| 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 |
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| 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 Enforcement (Civil Penalty Notice Policy) | Cabinet | 16 October 2018 | To consider and agree the Civil Penalty Notice Policy | No | | Cllr Susan Barker | Marcus Watts Environmental Health Manager (Protection) |
| Corporate Plan Delivery Plan Progress report Q 2 | Cabinet | 16 October 2018 | | No | No | Cllr Rolfe | Dawn French – Chief Executive |

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| Delegated decisions by Cabinet members (standing item) | Cabinet | Standing Item | This is now a standing item, for information to be received on any delegated decisions taken by Cabinet members since the previous meeting | No | No | As per decisions listed (if any) | Rebecca Dobson – Principal Democratic and Electoral Services Officer |
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| 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 Actuals and 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 |
| Delegated decisions by Cabinet members (standing item) | Cabinet | Standing Item | This is now a standing item, for information to be received on any delegated decisions taken by Cabinet members since the previous meeting | No | No | As per decisions listed (if any) | Rebecca Dobson – Principal Democratic and Electoral Services Officer |
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| Garden Communities | Cabinet | 10 Jan 2019 | Update from the Cabinet Working Group on items | No | No | Cllr Rolfe | Adrian Webb - Director of Finance and Corporate |

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| Delivery Member Governance Board update' | | | discussed in the last 3 months' | | | | Services |
| Corporate Plan Delivery Plan Q3 progress report | Cabinet | 10 Jan 2019 | | No | No | Cllr Rolfe | Dawn French – Chief Executive |
| Delegated decisions by Cabinet members (standing item) | Cabinet | Standing Item | This is now a standing item, for information to be received on any delegated decisions taken by Cabinet members since the previous meeting | No | No | As per decisions listed (if any) | Rebecca Dobson – Principal Democratic and Electoral Services Officer |
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| 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 |
| Qtr. 3 Actuals and 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 |
| Delegated decisions by Cabinet members (standing item) | Cabinet | Standing Item | This is now a standing item, for information to be received on any delegated decisions taken by Cabinet members since the previous meeting | No | No | As per decisions listed (if any) | Rebecca Dobson – Principal Democratic and Electoral Services Officer |
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| 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) |
| 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 |
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