

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
Qtr. 1 Actuals and Forecast Outturn 2018/19	Cabinet	16 October 2018	To present the predicted budget spend for Quarter 1 2018/19 (April – June)			Cllr Howell	Angela Knight – Assistant Director Resources
Houses in Multiple Occupation Amenity Standards	Cabinet	16 October 2018	New council guidance for amenity standards for Houses in Multiple Occupation that require Mandatory Licensing	No		Cllr Susan Barker	Roz Millership – Assistant Director – Housing, Health and Communities
Corporate Plan Delivery Plan Progress report Q 2	Cabinet	16 October 2018		No	No	Cllr Rolfe	Dawn French – Chief Executive
Officer Decisions under Delegated Powers – Write offs	Cabinet	16 October	To update members on the value of the annual write offs relating to income collections and debt recovery			Cllr Howell	Angela Knight – Assistant Director Resources
Local Development Scheme	Cabinet	16 October	The Local Development Scheme sets the timetable for the production of the Local			Cllr Barker	Stephen Miles – Planning Policy Team Leader

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			Plan and other planning policy documents. The timetable is being updated prior to submission of the Local Plan.				
Changes to Animal Welfare Licensing	Cabinet	16 October 2018	Proposal to set new licensing fees and charges for Boarding Establishments, Horse Riding Establishments, Breeders, Pet Shops, Zoos and Animals for Exhibition.	No	No	Cllr Susan Barker	Roz Millership – Assistant Director – Housing, Health and Communities
Regulation of Investigative Powers (RIPA): Review of Policy	Cabinet	16 October 2018	The item will recommend improvements to the text of the policy adopted by the Council in January 2017. The Council has not used the powers regulated by RIPA for several years.	No	No	Cllr Howell	Simon Pugh, Assistant Director, Governance and Legal.
Claypits Plantation	Cabinet	16 October 2018	To decide the future use of the former BMX track	No	No	Cllr Howell	Adrian Webb, Director of Finance and Corporate Services
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	

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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
Treasury Management – 2018/19 Mid-Year Review	Cabinet	29 Nov 2018	Update on PI's, strategy and performance on investments/borrowing			Cllr Howell	Angela Knight – Assistant Director Resources
Environmental Health Enforcement Civil Penalty Notice Policy	Cabinet	29 Nov 2018	Adoption of a civil penalty policy for Housing Act offences	No		Cllr Susan Barker	Roz Millership – Assistant Director – Housing, Health and Communities
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'	N	N	Cllr Rolfe	Adrian Webb - Director of Finance and Corporate Services
Corporate Plan Delivery Plan Q3 progress report	Cabinet	10 Jan 2019		N	N	Cllr Rolfe	Dawn French – Chief Executive

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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
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			Cllr Ranger	Paula Evans – Leisure and Performance Manager

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			District.				