



## **FORWARD PLAN OF CABINET AND COUNCIL DECISIONS**

The Council is required to give at least 28 clear days' notice of the making of key decisions.

**This Forward Plan sets out matters which will be the subject of a Council or Cabinet decision and any Key decision to be taken by the Cabinet on the dates indicated. The Forward Plan includes ALL reports to be considered by the Cabinet including those which make recommendations to subsequent meetings of the full Council.**

**The Cabinet is made up of the following members of the Rutland County Council:**

|                  |   |   |
|------------------|---|---|
| Mr O Hemsley     | - | Leader and Portfolio Holder for Rutland One Public Estate & Growth, Tourism & Economic Development, Resources (other than Finance)  |
| Mr G Brown       | - | Deputy Leader and Portfolio Holder for Regulatory Services, Waste Management, Planning Policy & Operations, Property Services, Finance including Revenues & Benefits and Internal Audit |
| Mr R Foster      | - | Portfolio Holder for Safeguarding – Children & Young People, Armed Forces Champion  |
| Mrs L Stephenson | - | Portfolio Holder for Culture and Leisure, Highways and Transportation   |
| Mr A Walters     | - | Portfolio Holder for Safeguarding – Adults, Public Health, Health Commissioning, Community Safety & Road Safety   |
| Mr D Wilby       | - | Portfolio Holder for Lifelong Learning, Early Years, Special Educational Needs & Disabilities, Inclusion  |

**Key decisions relate to those executive decisions which are likely to:**

- result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or
- to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the local authority.

**NB: Not all decisions to be taken by the Cabinet will be key decisions.**

This Forward Plan should be seen as an outline of the proposed decisions and it will be updated on a weekly basis. The dates detailed within the Plan are subject to change. Any comments or questions should be submitted in writing and addressed to the Reporting Officer specified in the Plan. General enquiries about the Plan itself should be addressed to the Governance Team, Tel: 01572 722577 or e-mail [governance@rutland.gov.uk](mailto:governance@rutland.gov.uk)

The Plan indicates those matters which the Cabinet or Council intends to consider in private. **Any representations regarding the intention to consider a key decision in private, either wholly or partly, should be submitted in writing to the Chief Executive, Tel: 01572 722577, or e-mail: [chiefexec@rutland.gov.uk](mailto:chiefexec@rutland.gov.uk) . To enable the Cabinet to consider and publish its response to a representation, the submission should be received no later than 4.30pm on the day before the Cabinet meeting which is prior to the meeting at which the key decision is due to be made.** It should be noted that in most cases the final decision on whether to go into private session will be made by the Cabinet at the meeting when the key decision is due to be considered.

Members of the public are invited to attend any of the meetings listed in the Plan. The documents listed can be viewed free of charge at the Council's offices at the address above or on the website [www.rutland.gov.uk](http://www.rutland.gov.uk) . Hard copies can be provided upon request to Customer Services, Tel: 01572 722577 or e-mail: [enquiries@rutland.gov.uk](mailto:enquiries@rutland.gov.uk) and upon payment of copying and postage charges. Relevant documents other than those listed may be submitted to the Council or Cabinet. Viewing and the provision of hard copies is as above.

All decisions will be posted on the Council's website, as above, and on the notice board in Customer Services at the Council's offices.

\*\* The reference number indicates the date the item first appeared on the Forward Plan.

\* Scrutiny Panel Remit indicates the relevant Scrutiny Panel jurisdiction for each report. Each Scrutiny Panel will decide which items to take forward as Agenda items through consideration of the current Forward Plan at respective Scrutiny Panel Meetings.

### FORWARD PLAN

Publication date 7 September 2018

| MEETINGDATE | MATTER FOR DECISION   | BODY TO MAKE DECISION | KEY DECISION YES/NO | PRIVATE | REPORTING OFFICER                                     | REFERENCE NUMBER ** | DOCUMENTS TO BE SUBMITTED  | SCRUTINY PANEL REMIT* |
|-------------|---|-----------------------|---------------------|---------|---|---------------------|--|-----------------------|
| 10 SEP 2018 | Local Enterprise Partnership Review   | COUNCIL               |                     |         | Chief Executive (Mrs H Briggs)                        | FP/310818           | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |                       |
| 10 SEP 2018 | Counter Fraud and Corruption Policy   | COUNCIL               |                     |         | Strategic Director for Resources (Mr S Della Rocca)   | FP/010818           | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |                       |
| 10 SEP 2018 | Council Appointments  | COUNCIL               |                     |         | Deputy Director - Corporate Governance (Mrs N Taylor) | FP/010818           | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |                       |
| 10 SEP 2018 | Annual Report of Employment and Appeals Committee                                 | COUNCIL               |                     |         | Strategic Director for Resources (C Snell)            | FP/010818           | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |                       |
| 10 SEP 2018 | Cabinet Recommendations to Council -<br>* Quarter 4 Performance Management/Annual | COUNCIL               |                     |         |   | FP/120718           | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |                       |

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|-------------|---|-----------------------|---------------------|---------|--|--------------------|--|---|
|             | Report  |                       |                     |         |  |                    |  |   |
| 10 SEP 2018 | <b>Scheme for Honorary Alderman and Freeman -</b><br>To approve a Protocol for the award of the titles of Alderman/Alderwoman or Honorary Freeman/Freewoman.                      | <b>COUNCIL</b>        |                     |         | Strategic Director for Resources (P Horsfield) | FP/050718          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |   |
| 10 SEP 2018 | <b>Planning Referral Process -</b><br>To approve changes to the Constitution in relation to the planning referral process.  | <b>COUNCIL</b>        |                     |         | Strategic Director for Resources (P Horsfield) | FP/050718          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |   |
| 18 Sep 2018 | <b>Update on St George's Barracks Master Plan -</b><br>To update on the progress to date in relation to the master plan sign off and Housing Infrastructure Fund Bid preparation. | Cabinet               | Yes                 |         | Chief Executive (Mrs H Briggs)                 | FP/260718          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| 18 Sep 2018 | <b>Winter Service Review -</b><br>Consideration of the Winter Service Review.   | Cabinet               | Yes                 |         | Strategic Director for Places (Mr N Tomlinson) | FP/300418          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| 18 Sep 2018 | <b>Integrated Transport Capital Programme -</b><br>To consider Integrated Transport   | Cabinet               | Yes                 |         | Strategic Director for Places (Mr D Pye)       | FP/190917          | It is not anticipated that there will be any documents other than the  | Growth, Infrastructure and Resources                |

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|-------------------|--|-----------------------|---------------------|---------|--|--------------------|--|--|
|                   | Capital Programme scheme requests and provide an update on the schemes approved for feasibility or construction in the 2017 Cabinet report.  |                       |                     |         |  |                    | report and relevant appendices to be published   | Scrutiny Panel                           |
| <b>8 OCT 2018</b> | <b>Report of the Independent Remuneration Panel of Members Expenses -</b><br>To present recommendations to council on a proposed members allowance scheme to be adopted from the municipal year 2019/2020. | <b>COUNCIL</b>        |                     |         | Strategic Director for Resources                       | FP/150618          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |  |
| <b>8 OCT 2018</b> | <b>Annual Report of the Audit and Risk Committee</b>   | <b>COUNCIL</b>        |                     |         | Strategic Director for Resources<br>(Mr S Della Rocca) | FP/070918          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |  |
| 16 Oct 2018       | <b>Leicestershire and Rutland Local Safeguarding Adults Board Annual Plan -</b><br>That Cabinet notes the report   | Cabinet               | No                  |         | Director for People (DAS)<br>(Mr M Andrews)            | FP/170818          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Adults and Health Scrutiny Panel         |
| 16 Oct 2018       | <b>Leicestershire and Rutland Safeguarding Children Board Annual Plan -</b>  | Cabinet               | No                  |         | Strategic Director for People (DCS)<br>(Dr T O'Neill)  | FP/170818          | It is not anticipated that there will be any documents other than the report and relevant                            | Children and Young People Scrutiny Panel |

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|-------------|---|-----------------------|---------------------|---------|--|--------------------|--|---|
|             | That Cabinet notes the report   |                       |                     |         |  |                    | appendices to be published   |   |
| 16 Oct 2018 | <b>Rutland County Museum &amp; Catmose Cottage Roof Works -</b><br>To approve funding which will allow the repair of the roof covering Catmose Cottage and the Rutland County Museum.       | Cabinet               | Yes                 |         | Strategic Director for Places<br>(Mr A Edwards)        | FP/280618          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| 16 Oct 2018 | <b>Childcare Sufficiency Assessment 2018 -</b><br>Report and action plan to assess the sufficiency of childcare in the local area and identify any gaps or issues within current provision. | Cabinet               | No                  |         | Strategic Director for People (DCS)<br>(Mrs G Curtis)  | FP/180418          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Children and Young People Scrutiny Panel            |
| 16 Oct 2018 | <b>Corporate Debt Policy -</b><br>To approve the Corporate Debt Policy  | Cabinet               | No                  |         | Strategic Director for Resources<br>(Mr S Della Rocca) | FP/050718          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| 16 Oct 2018 | <b>Waste Management Strategy -</b><br>Consideration of the Waste Management Strategy for Rutland.   | Cabinet               | Yes                 |         | Strategic Director for Places<br>(Mr M Loran)          | FP/300418          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| 30 Oct 2018 | <b>Barrowden &amp; Wakerley Neighbourhood Plan Submission Draft -</b>   | Cabinet               | Yes                 |         | Strategic Director for Places<br>(Mr R Ranson)         | FP/170518          | It is not anticipated that there will be any documents other than the  | Growth, Infrastructure and Resources                |

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|-------------|--|-----------------------|---------------------|---------|---|--------------------|--|---|
|             | To seek Cabinet's authorisation to carry out consultation on the Barrowden & Wakerley Neighbourhood Plan followed by submission to an independent examiner and holding of a local referendum.  |                       |                     |         |   |                    | report and relevant appendices to be published   | Scrutiny Panel                                      |
| 30 Oct 2018 | <b>St George's Barracks Master Plan -</b><br>To approve the master plan, Housing Infrastructure Fund submission and public engagement strategy.  | Cabinet               | Yes                 |         | Chief Executive (Mrs H Briggs)              | FP/260718          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| 30 Oct 2018 | <b>Rutland Local Plan (Regulation 19 Consultation) -</b><br>To approve the publication of the Local Plan for a minimum of 6 weeks public consultation prior to submission to the Secretary of State. This will provide the public and interested stakeholders with the opportunity to comment on the 'soundness' and 'legal compliance' of | Cabinet               | Yes                 |         | Strategic Director for Places (Mr R Ranson) | FP/260718          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |

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|-------------|--|-----------------------|---------------------|---------|---|--------------------|--|---|
|             | the Local Plan as set out in the National Planning Policy Framework.   |                       |                     |         |   |                    |  |   |
| 12 NOV 2018 | COUNCIL  | COUNCIL               |                     |         |   | FP/090518          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |   |
| 20 Nov 2018 | <b>Enforcement Policy - Littering from Vehicles</b>  | Cabinet               | Yes                 |         | Strategic Director for Places                       | FP/100818          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| 20 Nov 2018 | <b>Rutland Local Access Forum - Proposal for the creation of a Local Access Forum for Rutland</b>                                | Cabinet               | Yes                 |         | Strategic Director for Places (Mr D Pye)            | FP/010818          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| 20 Nov 2018 | <b>Quarter 2 Finance Management Report - To inform on how the Council is performing against its revenue and capital budgets.</b> | Cabinet               | Yes                 |         | Strategic Director for Resources (Mr S Della Rocca) | FP/070618          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | All   |
| 20 Nov 2018 | <b>Mid-Year Treasury Management Report - An update on Treasury Management performance for 2018/19.</b>                           | Cabinet               | Yes                 |         | Strategic Director for Resources (Mr S Della Rocca) | FP/070618          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |

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| 20 Nov 2018        | <b>Safeguarding Through Education</b> - Overview of the arrangements for safeguarding through education during the last academic year and identification of further actions to be taken. | Cabinet               | Yes                 |         | Director for People (DAS)<br>(Mrs G Curtis)            | FP/010818          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Children and Young People Scrutiny Panel            |
| 20 Nov 2018        | <b>Midlands Connect Strategic Transport Body</b> - Consideration of membership of the Midlands Connect Strategic Body  | Cabinet               | Yes                 |         | Strategic Director for Places<br>(Mr D Pye)            | FP/300418          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| <b>26 NOV 2018</b> | <b>Cabinet Recommendations to Council on St George's Barracks Master Plan and Rutland Local Plan</b>   | <b>COUNCIL</b>        |                     |         |  | FP/260718          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |   |
| 18 Dec 2018        | <b>Draft Budget</b> - To approve the draft 2019/20 revenue and capital budget for consultation   | Cabinet               | Yes                 |         | Strategic Director for Resources<br>(Mr S Della Rocca) | FP/070618          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| 18 Dec 2018        | <b>Rutland County Council Constitution</b> - To approve a revised version of the RCC Constitution  | Cabinet               | Yes                 |         | Strategic Director for Resources<br>(P Horsfield)      | FP/240818          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |



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|--------------------|--|-----------------------|---------------------|---------|--|--------------------|--|---|
| 18 Dec 2018        | <b>SEND Capital Programme Update -</b> Informing Cabinet of the clear plans for establishing and Enhanced Resourced SEND provision in Rutland  | Cabinet               | No                  |         | Strategic Director for People (DCS) (Dr T O'Neill)   | FP/240818          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Children and Young People Scrutiny Panel            |
| 15 Jan 2019        | <b>Treasury Management Strategy -</b> To approve the Treasury Management Strategy (Investment Strategy, Borrowing Strategy) which sets a framework for the Council's investment and borrowing activity for 2019/20 | Cabinet               | Yes                 |         | Strategic Director for Resources (Mr S Della Rocca)  | FP/260718          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| <b>21 JAN 2019</b> | <b>Cabinet Recommendations to Council on the Rutland County Council Constitution</b>   | <b>COUNCIL</b>        |                     |         | Deputy Director - Corporate Governance (P Horsfield) | FP/070918          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |   |
| <b>21 JAN 2019</b> | <b>Review of Polling Districts and Polling Places</b>  | <b>COUNCIL</b>        |                     |         | Strategic Director for Resources (Mr J Barnes)       | FP/050718          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |   |
| 19 Feb 2019        | <b>Quarter 3 Finance Management Report -</b> To inform on how the Council is   | Cabinet               | Yes                 |         | Strategic Director for Resources (Mr S Della Rocca)  | FP/240818          | It is not anticipated that there will be any documents other than the report and relevant                            | All   |

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|--------------------|---|-----------------------|---------------------|---------|---|--------------------|--|---|
|                    | performing against its revenue and capital budgets.   |                       |                     |         |   |                    | appendices to be published   |   |
| 19 Feb 2019        | <b>Final Budget</b> - To approve the 2019/20 revenue and capital budget.                        | Cabinet               | Yes                 |         | Strategic Director for Resources (Mr S Della Rocca) | FP/240818          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| 19 Feb 2019        | <b>Write Off of Irrecoverable Amount</b> - To seek approval to write off irrecoverable amounts. | Cabinet               | Yes                 |         | Strategic Director for Resources (Mr S Della Rocca) | FP/240818          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published | Growth, Infrastructure and Resources Scrutiny Panel |
| <b>25 FEB 2019</b> | <b>Cabinet Recommendations to Council on the Treasury Management Strategy</b>                   | <b>COUNCIL</b>        |                     |         | Strategic Director for Resources (Mr S Della Rocca) | FP/070918          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |   |
| <b>25 FEB 2019</b> | <b>Council Tax</b>  | <b>COUNCIL</b>        |                     |         | Strategic Director for Resources (Mr S Della Rocca) | FP/240818          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |   |
| <b>25 FEB 2019</b> | <b>Cabinet Recommendations to Council on the Final Budget</b>                                   | <b>COUNCIL</b>        |                     |         | Strategic Director for Resources (Mr S Della Rocca) | FP/070918          | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |   |