

FINANCE & ASSETS COMMITTEE
ANNUAL AGENDA PLAN

AGENDA ITEM NO 18

LEAD OFFICER: Emma Grima, Director Commercial

DEMOCRATIC SERVICES OFFICER: Tracy Couper

Thursday 23 June 2022 4:30pm		Tuesday 4 October 2022 4:30pm		Thursday 24 Nov 2022 4:30pm	
Report deadline	4pm Thurs 9 June	Report deadline	4pm Tues 20 Sept	Report deadline	4pm Thurs 10 Nov
Agenda despatch	Mon 13 June 2022	Agenda despatch	Thurs 22 Sept 2022	Agenda despatch	Mon 14 Nov 2022
Chairman's Announcements	Chairman	Chairman's Announcements	Chairman	Chairman's Announcements	Chairman
<i>Actions taken by the Chief Executive on the grounds of urgency (if any)</i>	DSO	<i>Actions taken by the Chief Executive on the grounds of urgency (if any)</i>	DSO	<i>Actions taken by the Chief Executive on the grounds of urgency (if any)</i>	DSO
Forward Agenda Plan	DSO	Forward Agenda Plan	DSO	Forward Agenda Plan	DSO
<i>Write off of unrecoverable debt (if any)</i>	Director Finance & S151 Officer	<i>Write off of unrecoverable debt (if any)</i>	Director Finance & S151 Officer	<i>Write off of unrecoverable debt (if any)</i>	Director Finance & S151 Officer
Assets Update	Open Spaces & Facilities Mgr	Assets Update	Open Spaces & Facilities Mgr	Assets Update	Open Spaces & Facilities Mgr
<i>Appointments, Transfers, Resignations [EXEMPT]</i>	HR Manager	<i>Bus, Cycle, Walk WP notes (if any)</i>	DSO	Treasury Management Update	Director Finance & S151 Officer
<i>ECTC Board Meeting Minutes (if any) [EXEMPT]</i>	DSO	<i>ECTC Board Meeting Minutes (if any) [EXEMPT]</i>	DSO	<i>Bus, Cycle, Walk WP notes (if any)</i>	DSO
ECTC Management Accounts (Jan-March 2022) [EXEMPT]	ECTC Finance Manager	Health & Safety Annual Report	Dir Commercial	Annual Infrastructure Funding Statement	Dir. Commercial
ECTC Business Plan	Dir Commercial	Local Council Tax Reduction Scheme Policy Review	Director Finance & S151 Officer	Finance Report	Director Finance & S151 Officer
Annual Reports of Representatives on Outside Bodies	DSO	ECTC Accounts	ECTC Finance Manager	ECTC Management Accounts (July-Sept 2022) [EXEMPT]	ECTC Finance Manager
<i>Bus, Cycle, Walk WP notes (if any)</i>	DSO	Medium-Term Financial Strategy update	Director Finance & S151 Officer	<i>ECTC Board Meeting Minutes (if any) [EXEMPT]</i>	DSO
Financial Outturn Report 2021/22	Director Finance & S151 Officer	Covid – Lessons Learned	Dir Commercial	ECTC Half Yearly Report	
Treasury Operations Annual Performance Review	Director Finance & S151 Officer	ECTC Management Accounts (April-June 2022) [EXEMPT]	ECTC Finance Manager	Service Delivery Plans – 6 Month Performance Monitoring	Service Leads
Economic Development Service Delivery Plan	Business Development Manager	CIL Haddenham	Dir Commercial	Growth & Infrastructure Fund Scoring Panel - Recommendations	Director Community

Notes:

1. Agenda items which are likely to be “urgent” and therefore not subject to call-in are marked *
2. Agenda items in italics are provisional items / possible items for future meetings.

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Motion from Council: Accessible Toilets	Dir Commercial/ Open Spaces & Facilities Mgr	Gender Pay Report	HR Manager	Accessible Toilets Review	Open Spaces & Facilities Mgr
Levelling-Up Fund Bid	Business Development Manager	Compulsory Purchase Order Bottisham	Dir Legal	Biodiversity Net Gain	Strategic Planning Manager
First Homes Local Allocation & Position Statement	Director Community	Finance Report	Director Finance & S151 Officer	Appointments to IDBs	DSO
Growth & Infrastructure Fund Criteria	Director Community	High Street Grants - Ely	Dir Commercial		

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Monday 23 Jan 2023		4:30pm		Thurs 30 March 2023		4:30pm			
Report deadline	4pm Mon 9 Jan	Report deadline	4pm Thurs 16 Mar						
Agenda despatch	Wed 11 Jan 2023	Agenda despatch	Mon 20 March 2023						
Chairman's Announcements	Chairman	Chairman's Announcements	Chairman						
<i>Actions taken by the Chief Executive on the grounds of urgency (if any)</i>	DSO	<i>Actions taken by the Chief Executive on the grounds of urgency (if any)</i>	DSO						
Forward Agenda Plan	DSO	Forward Agenda Plan	DSO						
<i>Write off of unrecoverable debt (if any)</i>	Director Finance & S151 Officer	<i>Write off of unrecoverable debt (if any)</i>	Director Finance & S151 Officer						
Assets Update	Open Spaces & Facilities Mgr	Assets Update	Open Spaces & Facilities Mgr						
<i>Bus, Cycle, Walk WP notes (if any)</i>	DSO	<i>ECTC Board Meeting Minutes (if any) [EXEMPT]</i>	DSO						
<i>Appointments, Transfers, Resignations [EXEMPT]</i>	HR Manager	Asset Management Plan 2023/24	Open Spaces & Facilities Mgr						
2023/24 Annual Treasury Mgt Strategy MRP & AIS	Director Finance & S151 Officer	Service Delivery Plans 2023/24	Service Leads						
Finance Report	Director Finance & S151 Officer	ECTC Annual Business Plan 2023/24							
Revenue Budget 2023/24	Director Finance & S151 Officer								
<i>ECTC Board Meeting Minutes (if any) [EXEMPT]</i>	DSO								

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