

**Agenda Item No:** 14  
**Report To:** CABINET  
**Date:** 3<sup>RD</sup> DECEMBER 2015  
**Report Title:** SCHEDULE OF KEY DECISIONS TO BE TAKEN  
**Report Author:** Head of Legal and Democratic Services



|                 |                                                                                                        |
|-----------------|--------------------------------------------------------------------------------------------------------|
| <b>Summary:</b> | To set out the latest Schedule of Key Decisions to be taken by the Cabinet of Ashford Borough Council. |
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**Key Decision:** NO

**Affected Wards:** Where appropriate, individual Wards are indicated.

**Recommendations :** **That the Cabinet receive and note the latest Schedule of Key Decisions.**

**Policy Overview:** Under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, there is no longer a legal requirement to publish a Forward Plan of Key Decisions, however there is still a requirement to publish details of Key Decisions 28 clear days before the meeting they are to be considered at. The Council maintains a live, up to date rolling list of decision items on the Council's website, and that list will be presented to the Cabinet each month, in its current state, for Members' information.

**Financial Implications:** Nil

**Other Material Implications:** Nil

**Exemption Clauses:** Nil

**Background Papers:** None

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**CABINET  
SCHEDULE OF KEY DECISIONS TO BE TAKEN**

The following Key Decisions will be taken by Ashford Borough Council's Cabinet on the dates stated.

Ashford Borough Council's Cabinet is made up of: - Councillors Gerry Clarkson; Neil Bell; Clair Bell; Mike Bennett; Jessamy Blanford; Paul Clokie; Graham Galpin; Bernard Heyes; Jane Martin; Neil Shorter.

*Copies of the reports and any other relevant documents that are submitted to the Cabinet in connection with a proposed decision will be available for inspection, or on screen, five clear days before the decision date at the Civic Centre, Tannery Lane, Ashford and at Tenterden Gateway, 2 Manor Row, Tenterden, during opening hours, or at [www.ashford.gov.uk/councillors\\_and\\_committees.aspx](http://www.ashford.gov.uk/councillors_and_committees.aspx)*

| Decision Item                        | Report Summary                                                                                                                                                                                          | Relevant Portfolio Holder | Report Author               | Open or Exempt | Added to Schedule |
|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------------------------|----------------|-------------------|
| <b>3<sup>rd</sup> December 2015</b>  |                                                                                                                                                                                                         |                           |                             |                |                   |
| Draft Budget 2016/17                 | <i>To present the preliminary draft service budget and outline MTFP for the purposes of subsequent formal scrutiny by the O&amp;S Task Group and public consultation.</i>                               | Cllr Shorter              | Paul Naylor/Ben Lockwood    | Open           | 5/12/14           |
| Corporate Plan 2015-2020 (Full Text) | <i>Following approval of 'The Next Five Years', a summary version of the new Corporate Plan for 2010 to 2020, an amended (full) version of the Corporate Plan is being submitted for consideration.</i> | Cllr Clarkson             | Kirsty Hogarth/John Bunnett | Open           | 24/9/15           |

| <b>Decision Item</b>                                                                                   | <b>Report Summary</b>                                                                                                                                                                                                     | <b>Relevant Portfolio Holder</b> | <b>Report Author</b> | <b>Open or Exempt</b>  | <b>Added to Schedule</b> |
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| Council Tax Base                                                                                       | <i>To present for approval the estimated 2016/17 Council tax base calculation for the Borough and each parished area, on which the major preceptors and local Parish Councils will base their requirements.</i>           | Cllr Shorter                     | Ben Lockwood         | Open                   | 5/12/14                  |
| Council Tax Support Scheme                                                                             | <i>To recommend retaining current scheme contribution levels, making changes in line with known welfare announcements, and seeking approval to go to public consultation.</i>                                             | Cllr Shorter                     | Ben Lockwood         | Open                   | 24/9/15                  |
| Ashford Dark Skies and International Observatory                                                       | <i>This report addresses the proposal by the Ashford Astronomical Society to consider the provision of an astronomical observatory and the closely and inter-related matter of Ashford's Dark Skies and approved SPD.</i> | Cllr Mrs Blanford/Cllr Mrs Bell  | Mark Carty           | Open                   | 4/11/15                  |
| <b>14<sup>th</sup> January 2016</b>                                                                    |                                                                                                                                                                                                                           |                                  |                      |                        |                          |
| Revenues & Benefits Recommended Write-Offs Schedule                                                    | <i>Proposed formal write-off of debts</i>                                                                                                                                                                                 | Cllr Shorter                     | Peter Purcell        | Open (Exempt Appendix) | 16/1/15                  |
| Ashford International Model Railway Education Centre – (AIMREC): Proposed new Major Visitor Attraction |                                                                                                                                                                                                                           | Cllr Mrs Blanford                | Ben Moyle            | Open                   | 17/3/15                  |

| Decision Item                                                           | Report Summary                                                                                                                                                                                                                                                                                                                          | Relevant Portfolio Holder | Report Author            | Open or Exempt | Added to Schedule |
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| <b>11<sup>th</sup> February 2016</b>                                    |                                                                                                                                                                                                                                                                                                                                         |                           |                          |                |                   |
| Financial Monitoring – Quarterly Report                                 | <i>Quarterly budget monitoring report</i>                                                                                                                                                                                                                                                                                               | Cllr Shorter              | Maria Seddon             | Open           | 12/2/15           |
| Revenue Budget 2016/17                                                  | <i>To present the draft revenue budget for 2016/17 to the Cabinet for recommendation to Council.</i>                                                                                                                                                                                                                                    | Cllr Shorter              | Paul Naylor/Ben Lockwood | Open           | 12/2/15           |
| Corporate Performance Report                                            | <i>The report seeks to give members and the Borough's residents an overview of how the Council is performing. It seeks to do this in a transparent and easily-accessible manner, giving a key performance 'snapshot'.</i>                                                                                                               | Cllr Shorter              | Nicholas Clayton         | Open           | 12/2/15           |
| Climate Change and Sustainable Environment – Annual Progress Report     | <i>This report summarises actions and initiatives undertaken throughout the authority during the last year in the complementary areas of a sustainable environment, carbon and energy reduction and responding to the threat of climate change. These had been brought together previously within the Council's Position Statement.</i> | Cllr Mrs Blanford         | Paul Naylor              | Open           | 12/2/15           |
| Chilmington Design Code – Adoption as a Supplementary Planning Document |                                                                                                                                                                                                                                                                                                                                         | Cllr Bennett              | Mark Chaplin             | Open           | 31/7/15           |

| <b>Decision Item</b>                            | <b>Report Summary</b>                                                                                                                                       | <b>Relevant Portfolio Holder</b> | <b>Report Author</b> | <b>Open or Exempt</b> | <b>Added to Schedule</b> |
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| Gambling Policy Revision                        | <i>Report back following consultation</i>                                                                                                                   | Cllr Heyes                       | James Hann           | Open                  | 18/11/15                 |
| <b>10<sup>th</sup> March 2016</b>               |                                                                                                                                                             |                                  |                      |                       |                          |
| T-CAT Update                                    |                                                                                                                                                             | Cllr Mrs Blanford/<br>Galpin     | Kirsty Hogarth       | Open                  | 9/5/14                   |
| <b>14<sup>th</sup> April 2016</b>               |                                                                                                                                                             |                                  |                      |                       |                          |
| Annual Pay Policy Statement                     | <i>A review of the annual Pay Policy Statement and Ashford Living Wage Allowance.</i>                                                                       | Cllr Miss Martin                 | Ian Smith            | Open                  | 13/3/15                  |
| Rural Speed Limits                              |                                                                                                                                                             | Cllr Heyes                       | Sheila Davison       | Open                  | 23/7/15                  |
| <b>12<sup>th</sup> May 2016</b>                 |                                                                                                                                                             |                                  |                      |                       |                          |
| Financial Monitoring – Quarterly Report         | <i>Quarterly budget monitoring report</i>                                                                                                                   | Cllr Shorter                     | Maria Seddon         | Open                  | 13/3/15                  |
| <b>9<sup>th</sup> June 2016</b>                 |                                                                                                                                                             |                                  |                      |                       |                          |
| Section 106 Agreements – Annual Progress Report | <i>Focus on s106 contributions received in the last year, contributions secured in new agreements and projects that have been supported by s106 funding</i> | Cllr Bennett                     | Lois Jarrett         | Open                  | 12/6/15                  |

| <b>Decision Item</b>                                | <b>Report Summary</b>                                                                                                                                                                                                                                                                                                                                 | <b>Relevant Portfolio Holder</b> | <b>Report Author</b> | <b>Open or Exempt</b>  | <b>Added to Schedule</b> |
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| Final Outturn 2015/16                               | <i>Final budget outturn for previous financial year</i>                                                                                                                                                                                                                                                                                               | Cllr Shorter                     | Ben Lockwood         | Open                   | 12/6/15                  |
| Annual Report                                       | <i>The Annual Report will build upon the contents of quarterly performance monitoring, but will also include the following information – An Introduction from the Leader and Chief Executive; Facts and figures about Ashford; Timeline of key achievements in the Borough over the calendar year; Borough achievements; and a Financial Summary.</i> | Cllr Miss Martin                 | Nicholas Clayton     | Open                   | 10/7/15                  |
| <b>14<sup>th</sup> July 2016</b>                    |                                                                                                                                                                                                                                                                                                                                                       |                                  |                      |                        |                          |
| Revenues & Benefits Recommended Write-Offs Schedule | <i>Proposed formal write-off of debts</i>                                                                                                                                                                                                                                                                                                             | Cllr Shorter                     | Peter Purcell        | Open (Exempt Appendix) | 10/7/15                  |
| <b>11<sup>th</sup> August 2016</b>                  |                                                                                                                                                                                                                                                                                                                                                       |                                  |                      |                        |                          |
| Corporate Performance Report                        | <i>To give Members and residents an overview of how the council is performing with a key performance 'snapshot'.</i>                                                                                                                                                                                                                                  | Cllr Shorter                     | Nicholas Clayton     | Open                   | 28/7/15                  |
| Financial Monitoring – Quarterly Report             | <i>Quarterly budget monitoring report</i>                                                                                                                                                                                                                                                                                                             | Cllr Shorter                     | Maria Seddon         | Open                   | 28/7/15                  |
| <b>8<sup>th</sup> September 2016</b>                |                                                                                                                                                                                                                                                                                                                                                       |                                  |                      |                        |                          |
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| Decision Item                           | Report Summary                                                                                                      | Relevant Portfolio Holder | Report Author    | Open or Exempt | Added to Schedule |
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| 13 <sup>th</sup> October 2016           |                                                                                                                     |                           |                  |                |                   |
|                                         |                                                                                                                     |                           |                  |                |                   |
| 10 <sup>th</sup> November 2016          |                                                                                                                     |                           |                  |                |                   |
| Financial Monitoring – Quarterly Report | <i>Quarterly budget monitoring report.</i>                                                                          | Cllr Shorter              | Maria Seddon     | Open           | 13/11/15          |
| Corporate Performance Report            | <i>To give Members and residents an overview of how the council is performing with a key performance ‘snapshot’</i> | Cllr Shorter              | Nicholas Clayton | Open           | 13/11/15          |

***If you wish to contact a Report Author by email, unless stated otherwise, the addresses are;  
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24/11/15