

Agenda Item No: 17
Report To: CABINET
Date: 11TH FEBRUARY 2016
Report Title: SCHEDULE OF KEY DECISIONS TO BE TAKEN
Report Author: Head of Legal and Democratic Services



Summary:	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

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
11th February 2016					
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

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
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
Gambling Policy Revision	<i>Report back following consultation</i>	Cllr Heyes	James Hann	Open	18/11/15
Domestic Abuse Annual Report	<i>Sets out for comment the progress the Council and its partners are making on projects focusing on domestic abuse over the past 12 months since the agreement by the Council to allocate up to £50,000 per year for three years to support the work on tackling domestic abuse.</i>	Cllr Heyes	James Hann/Elizabeth Mannington	Open	4/12/15
Chief Executive Appointment	<i>Further to the resignation of the Chief Executive the report makes recommendations on minor changes to the organisation structure, and on the appointment of key senior posts in light of the recent senior management structure approval, the recently adopted Corporate Plan and uncertainties around devolution.</i>	Cllr Clarkson	Michelle Pecci	Open (Exempt Appendix)	7/12/15

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Flexible Retirement	<i>This report seeks member approval to the Flexible Retirement of post number 3002</i>	Cllr Clarkson	Keith Fearon	Exempt	7/12/15
Waste Composition Analysis	<i>To provide an update on Ashford's recycling performance for 2015/16 with a modelled full year performance to assist with forward planning for 2016/17 and also to inform Members of the findings and challenges arising from the residual and recyclable waste composition analysis undertaken during November 2015.</i>	Cllr Mrs Bell	Julie Rogers	Open	17/12/15
10th March 2016					
T-CAT Update	<i>To propose a review of T-CAT which will determine: - the current functions of the Team; categories of functions carried out by T-CAT and their worth; who tasks T-CAT and how that tasking is done; what else needs to be done (now and during the next five years) and who should do it; what resources need to be available to do this work, and where they should come from.</i>	Cllr Mrs Blanford/ Galpin	Kirsty Hogarth	Open	9/5/14
Victoria Park & Watercress Fields Masterplanning and Heritage Lottery Fund Bid	<i>To update on an exciting opportunity to maximise the value of Victoria Park (Corporate Plan Priority 4) through timely and beneficial improvements.</i>	Cllr Mrs Blanford	Mark Carty	Open	26/1/16

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Cemetery Memorial Safety Policy	<i>To propose a policy and set of operational guidelines for adoption to manage the forward process relating to the safe management of memorials in Ashford.</i>	Cllr Mrs Blanford	Julie Rogers	Open	17/12/15
Chilmington Gypsy Site	<i>To set out the position in relation to negotiations with Kent County Council over the future management and ownership of Chilmington Gypsy Site. It will recommend the disposal of Chilmington Gypsy site to KCC for nominal value with some suggested covenants on the land regarding future use and disposal.</i>	Cllr Clokie	Sharon Williams	Open	17/12/15
CCTV Strategy	<i>To present a Closed Circuit Television (CCTV) Strategy for adoption.</i>	Cllr Heyes	James Hann	Open	6/1/16
Anti-Social Behaviour and Enforcement	<i>To revise delegations for legislation under the Anti-social Behaviour, Crime and Policing Act 2014 and propose a bespoke support service for enforcement activity.</i>	Cllr Heyes	James Hann	Open	7/12/15
Procurement of Leisure Facilities	<i>To consider arrangements for future procurement and management of Ashford's leisure facilities.</i>	Cllr Mrs Blanford	Mark Carty	Open	26/1/16
14th April 2016					
Rural Speed Limits		Cllr Heyes	Sheila Davison	Open	23/7/15

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Ashford International Model Railway Education Centre – (AIMREC): Proposed new Major Visitor Attraction		Cllr Mrs Blanford/Mrs Bell	Ben Moyle	Open	17/3/15
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
Safeguarding Policy		Cllr Shorter	Nick Clayton	Open	6/1/16
Publication Draft Local Plan to 2030		Cllr Bennett	Simon Cole	Open	15/1/16
Affordable Homes Programme Phase 5		Cllr Clokie	Giles Holloway	Open	15/1/16
Chilmington Design Code – Adoption as a Supplementary Planning Document		Cllr Bennett	Mark Chaplin	Open	31/7/15
The Draft Planning & Development Local Enforcement Plan		Cllr Bennett	Richard Alderton	Open	26/1/16

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
12th May 2016					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Maria Seddon	Open	13/3/15
9th June 2016					
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
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
14th July 2016					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Shorter	Peter Purcell	Open (Exempt Appendix)	10/7/15

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
11th August 2016					
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
8th September 2016					
13th October 2016					
10th 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

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
8th December 2016					
Draft Budget 2017/18	<i>To present the preliminary draft service budget and outline MTFP for the purposes of subsequent formal scrutiny by the O&S Task Group and public consultation.</i>	Cllr Shorter	Paul Naylor/Ben Lockwood	Open	4/12/15
Council Tax Base	<i>To present for approval the estimated 2017/18 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	4/12/15
12th January 2017					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Shorter	Peter Purcell	Open (Exempt Appendix)	16/1/15

***If you wish to contact a Report Author by email, unless stated otherwise, the addresses are;
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2/2/16