

Agenda Item No: 14
Report To: CABINET
Date: 14TH APRIL 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
14th April 2016					
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	<i>Approval of a revised Safeguarding Policy for the Council following recent changes in national policy, most notably the introduction of the Care Act 2014 and national guidance.</i>	Cllr Shorter	James Hann	Open	6/1/16

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Affordable Homes Programme Phase 5	<i>To update on the proposed use of HCA monies within the AHP and use of other funding to maximise delivery of affordable housing whilst remaining within our debt cap. The report will also detail the overall cost of redevelopment of the Danemore scheme and seek permission to proceed with an aim to start on site by autumn 2016.</i>	Cllr Clokie	Giles Holloway	Open	15/1/16
Consultation Update regarding Grounds Maintenance Function - Potential Pension Implications	<i>Approval of the costs associated with early release of the Local Government Pension Scheme benefits for two affected post holders due to reasons of redundancy.</i>	Cllr Mrs Bell	Joy Cross	Open	15/2/16
Elwick Road		Cllr Shorter	Paul McKenner	Exempt	26/2/16
12th May 2016					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Maria Seddon	Open	13/3/15

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
A Review of T-CAT's Role and Options for the Future	<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
The Draft Planning & Development Local Enforcement Plan		Cllr Bennett	Richard Alderton	Open	26/1/16
Removal of High Street Parking Charges	<i>To agree changes to parking charges within the Borough aimed at ensuring that the Council's arrangements are fit for purpose in the current climate and supportive of wider corporate objectives.</i>	Cllr Heyes	Jo Fox	Open	26/2/16
ABC Street Lighting	<i>To propose that the Council fund a capital investment programme to replace its lighting columns to adoptable KCC standard in order to transfer as many assets as possible.</i>	Cllr Heyes	Jo Fox	Open	26/2/16
Public Conveniences	<i>To propose a Community Toilet Scheme designed specifically for residents of Ashford.</i>	Cllr Mrs Bell	Tracey Butler	Open	14/3/16

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Council Tax Support Scheme 2017 – Draft for Consultation	<i>To agree a draft scheme that will form the basis of a consultation exercise that will seek to view of stakeholders on the options for the new scheme. Cabinet will then receive a report in the Autumn with the final recommendations for the scheme which once agreed and adopted will then form one of the elements of the 2017/18 budget.</i>	Cllr Shorter	Ben Lockwood	Open	31/3/16
9th June 2016					
Final Outturn 2015/16	<i>Final budget outturn for previous financial year</i>	Cllr Shorter	Ben Lockwood	Open	12/6/15
Quarterly Performance Report	<i>Standard Quarterly Performance Report</i>	Cllr Shorter	Nicholas Clayton	Open	4/04/16
Data Protection Policy		Cllr Miss Martin	Nicholas Clayton	Open	6/04/16
Park Farm Bus Subsidy		Cllrs Bennett/Heyes	Lois Jarrett	Open	24/2/16
Waste & Recycling – Costed Forward Education & Promotion Strategy	<i>Further to the report received by the Cabinet in February 2016, presentation of a costed forward education and promotion strategy, including forward recycling options and targets be approved.</i>	Cllr Mrs Bell	Julie Rogers	Open	13/2/16

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Corporate Delivery Plan		Cllr Clarkson	Kirsty Hogarth	Open	26/2/16
Anti-Social Behaviour and Enforcement (including Litter, Dog and Housing 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/ Tracey Butler	Open	7/12/15
Chilmington Design Code – Adoption as a Supplementary Planning Document		Cllr Bennett	Mark Chaplin	Open	31/7/15
Publication Draft Local Plan to 2030	<i>To seek approval of the new Local Plan as a basis for wide public consultation for a period of eight weeks.</i>	Cllr Bennett	Simon Cole	Open	15/1/16
Draft Community Infrastructure Levy (CIL) Charging Schedule		Cllr Bennett	Simon Cole	Open	14/3/16
Ashford College Funding Phase 1a		Cllrs Clarkson/ Shorter	Ben Lockwood	Open	14/3/16
Ashford International Model Railway	<i>To describe the unique economic & tourism investment proposal to (a) build an</i>	Cllr Mrs Blanford/Mrs	Ben Moyle	Open	17/3/15

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Education Centre – (AIMREC): Proposed new Major Visitor Attraction	<i>international visitor attraction on the former Klondyke railway works site in keeping with priorities 1 & 4 of the corporate plan 2015-2020 and (b) regenerate the former Klondyke railway works and town centre tourism offer.</i>	Bell			
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
Update on Landscaping Contract		Cllr Mrs Bell	Christina Fuller	Open	26/2/16
Affordable Housing Provider Protocol		Cllr Clokie	Jennifer Shaw	Open	31/3/16
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
Procurement and Appointment of External Audit		Cllr Shorter	Paul Naylor	Open	31/3/16
Annual Report	<i>The Annual Report will build upon the contents</i>	Cllr Miss	Nicholas Clayton	Open	10/7/15

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
	<i>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>	Martin			
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					
Cemetery Memorial Safety Policy	<i>Report back on adoption of policy and set of operational guidelines to manage the forward process relating to the safe management of memorials in Ashford.</i>	Cllr Mrs Blanford	Julie Rogers	Open	26/2/16
13th October 2016					

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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
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-	<i>Proposed formal write-off of debts</i>	Cllr Shorter	Peter Purcell	Open (Exempt)	16/1/15

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Offs Schedule				Appendix)	
9th February 2017					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Maria Seddon	Open	13/2/16
Revenue Budget 2017/18	<i>To present the draft revenue budget for 2017/18 to the Cabinet for recommendation to Council.</i>	Cllr Shorter	Paul Naylor/Ben Lockwood	Open	13/2/16
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	13/2/16
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	13/2/16
Domestic Abuse Annual Report	<i>Sets out for comment the progress the Council and its partners are making on projects</i>	Cllr Heyes	James Hann/Elizabeth	Open	13/2/16

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	<i>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>		Mannington		
9th March 2017					
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	11/3/16

***If you wish to contact a Report Author by email, unless stated otherwise, the addresses are;
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1/4/16