



## Cabinet

Notice of a Meeting, to be held in the Council Chamber, Civic Centre, Tannery Lane,  
Ashford, Kent TN23 1PL on Thursday, 8<sup>th</sup> September 2016 at 7.00 pm.

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The Members of the Cabinet are:-

Cllr Clarkson – Leader of the Council

Cllr N Bell – Deputy Leader and Portfolio Responsibility for Government Policy Interface & Democracy

Cllr Mrs Bell – Portfolio Responsibility for Public Interaction and Borough Presentation

Cllr Bennett – Portfolio Responsibility for Planning, Development and Enforcement

Cllr Mrs Blanford – Portfolio Responsibility for Culture, Leisure, Environment and Heritage

Cllr Bradford – Portfolio Responsibility for Highways, Wellbeing and Safety

Cllr Clokie – Portfolio Responsibility for Housing and Home Ownership

Cllr Galpin – Portfolio Responsibility for Town Centres Focus and Business Dynamics

Cllr Knowles – Portfolio Responsibility for Information Technology and Communications

Cllr Shorter – Portfolio Responsibility for Finance, Budget and Resource Management

**NB: Under the Council's Public Participation Scheme, members of the public can submit a petition to the Cabinet if the issue is within its terms of reference or ask a question or speak concerning any item contained on this Agenda (Procedure Rule 9 refers)**

## Agenda

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|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 1. <b>Apologies</b>                                                                                                                             |              |
| 2. <b>Declarations of Interest:-</b> To declare any interests which fall under the following categories, as explained on the attached document: | 1            |
| a) Disclosable Pecuniary Interests (DPI)                                                                                                        |              |
| b) Other Significant Interests (OSI)                                                                                                            |              |
| c) Voluntary Announcements of Other Interests                                                                                                   |              |
| See Agenda Item 2 for further details                                                                                                           |              |
| 3. <b>Minutes</b> – To approve the Minutes of the Meeting of the Cabinet held on the 14 <sup>th</sup> July 2016                                 |              |
| 4. To receive any Petitions                                                                                                                     |              |
| 5. Leader's Announcements                                                                                                                       |              |

## **Part I – Matters Referred to the Cabinet**

None for this Meeting

## **Part II – Consideration of Reports from the Overview and Scrutiny Committee**

None for this Meeting

## **Part III – Ordinary Decision Items - Key Decisions Annotated\***

6.	Corporate Property Performance Annual Report 2015/16	2-9
7.	Updated Enforcement Policy for Revenues and Benefits	10-16
8.	Progress Report on Syrian Vulnerable Persons Resettlement Scheme	17-28
9.	Food Safety Policy	29-76
10.	Alcohol, Drugs and Substance Misuse Policy	77-93
11.	Annualised Hours Policy	94-102
12.	*Microchipping of Dogs	103-117
13.	*Ashford Town Centre, Kingsnorth and Woodchurch Conservation Areas –Revision of Boundaries and Adoption of Appraisals	118-317
14.	Ashford Borough Council’s Performance – Quarter 1 2016/17	318-340
15.	*Budget Monitoring Report – First Four Months 2016/17	341-352
16.	Cabinet Task Groups, Steering Groups and Boards: Terms of Reference and Membership – September 2016	353-369

## **Part IV – Information/Monitoring Items**

17.	Local Plan and Planning Policy Task Group – Notes of the Meetings held on 30 <sup>th</sup> June and 3 <sup>rd</sup> August 2016	370-379
18.	Schedule of Key Decisions	380-389
19.	Items for Future Meetings	

## **Part V – Cabinet Member Reports**

None for this Meeting

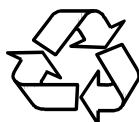
## Part VI – Ordinary Decision Items

20. That pursuant to Section 100A(4) of the Local Government Act 1972, as amended, the public be excluded from the meeting during consideration of this item as it is likely that in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present there would be disclosure of exempt information hereinafter specified by reference to the appropriate paragraphs of Schedule 12A of the Act, where in the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information
- E1 Grounds Maintenance Consultation Update and Review of Associated Potential Pension Costs (Paragraphs 1 and 2) 390-398
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KRF/AEH  
31<sup>st</sup> August 2016

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Queries concerning this agenda? Please contact Keith Fearon:  
Telephone: 01233 330564 Email: [keith.fearon@ashford.gov.uk](mailto:keith.fearon@ashford.gov.uk)  
Agendas, Reports and Minutes are available on: [www.ashford.gov.uk/committees](http://www.ashford.gov.uk/committees)



**Declarations of Interest (see also “Advice to Members” below)**

- (a) **Disclosable Pecuniary Interests (DPI)** under the Localism Act 2011, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares a DPI in relation to any item will need to leave the meeting for that item (unless a relevant Dispensation has been granted).

- (b) **Other Significant Interests (OSI)** under the Kent Code of Conduct as adopted by the Council on 19 July 2012, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares an OSI in relation to any item will need to leave the meeting before the debate and vote on that item (unless a relevant Dispensation has been granted). However, prior to leaving, the Member may address the Committee in the same way that a member of the public may do so.

- (c) **Voluntary Announcements of Other Interests** not required to be disclosed under (a) and (b), i.e. announcements made for transparency reasons alone, such as:

- Membership of outside bodies that have made representations on agenda items, or
- Where a Member knows a person involved, but does not have a close association with that person, or
- Where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position.

[Note: an effect on the financial position of a Member, relative, close associate, employer, etc; OR an application made by a Member, relative, close associate, employer, etc, would both probably constitute either an OSI or in some cases a DPI].

**Advice to Members on Declarations of Interest:**

- (a) Government Guidance on DPI is available in DCLG’s Guide for Councillors, at [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/240134/Openness\\_and\\_transparency\\_on\\_personal\\_interests.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/240134/Openness_and_transparency_on_personal_interests.pdf)
- (b) The Kent Code of Conduct was adopted by the Full Council on 19 July 2012, with revisions adopted on 17.10.13, and a copy can be found in the Constitution at <http://www.ashford.gov.uk/part-5---codes-and-protocols>
- (c) If any Councillor has any doubt about the existence or nature of any DPI or OSI which he/she may have in any item on this agenda, he/she should seek advice from the Corporate Director (Law and Governance) and Monitoring Officer or from other Solicitors in Legal and Democratic Services as early as possible, and in advance of the Meeting.