

Agenda Item No: 20
Report To: CABINET
Date: 9TH FEBRUARY 2017
Report Title: SCHEDULE OF KEY DECISIONS TO BE TAKEN
Report Author: Corporate Director (Law and Governance)



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; Gareth Bradford; Paul Clokie; Graham Galpin; Callum Knowles; 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 The Town Hall, 24 High Street, 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
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-Peck	Open	13/2/16

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Annual Report of Work Undertaken on Domestic Abuse and to Support Victims of Domestic Abuse	<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 Bradford	James Hann/Elizabeth Mannington	Open	13/2/16
ABC's Response to NHS Consultation Document – Transforming Health and Social Care	<i>To Provide details of the consultation response made by the Leader and Portfolio Holder to the consultation document and Emphasise the council's wider public health role</i>	Cllr Bradford	Sheila Davison	Open	24/11/16
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Shorter	Peter Purcell	Open (Exempt Appendix)	16/1/16
Conningbrook Country Park – Water Quality Management	<i>To summarise the options available to the Council to address the water quality issues and the timescale for implementing the necessary works.</i>	Cllr Mrs Blanford	Len Mayatt	Open	8/12/16
Kingsnorth Recreation Centre – Section 106 Expenditure	<i>To seek Cabinet approval for the plans and release of Section 106 funds from Park Farm South and East developments.</i>	Cllr Mrs Blanford	Christina Fuller/ Ben Moyle	Open	15/12/16

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Business Case to Examine a Merger of East Kent District Councils	<i>Culmination of a business case to examine the merger of five East Kent district councils and the subsequent creation of a new local government district area of East Kent</i>	Cllr Clarkson	Tracey Kerly	Open	9/1/17
9th March 2017					
Private Sector Housing Assistance Policy	<i>To seek agreement to the approval of the policy document and adoption of the Fuel Poverty Strategy developed by (KEEP).</i>	Cllr Clokie	Julian Watts	Open	11/7/16
Delivery Programme	<i>To provide an update on project delivery and review intentions for the next two years to inform the work programme of the Strategic Delivery Board.</i>	Cllr Shorter	Charlotte Hammersley/ Richard Alderton	Open	23/12/16
Smoke and Carbon Monoxide Alarm (England) Regulations 2015	<i>To seek agreement to prepare and publish a statement of principles which the Council will apply in exercising its powers to require a relevant landlord to pay a financial penalty for non-compliance</i>	Cllr. Clokie	Julian Watts	Open	13/1/17
Provision of Additional Light Industrial Units in Ashford		Cllr Shorter	Phil Bond	Exempt	27/1/17

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
6th April 2017					
Annual Pay Policy Statement	<i>A review of the annual Pay Policy Statement and Ashford Living Wage Allowance</i>	Cllr Knowles	Michelle Pecci	Open	11/3/16
Short Term Accommodation		Cllr Clokie	Donna Michael	Open	12/9/16
Management Restructure		Cllr Clarkson	Michelle Pecci	Open	19/1/17
Pluckley Neighbourhood Plan		Cllr Bennett	Ashley Taylor	Open	25/1/17
11th May 2017					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Maria Seddon	Open	13/5/16
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 Bell	TBC	Open	26/2/16

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Royal Military Canal, Proposed Shared Pathway Progress Update.	<i>To provide an update on progress against the agreed project measures and on support from external agencies and very early indications of potential funding sources. The main focus of the Report will be to discuss the land acquisition options available for the project and identify the most appropriate agreement for ABC to enter into. Formal approval of the preferred acquisition option will be required. The Report will also provide a position statement on potential capital and revenue costs for the delivery phase.</i>	Cllr Mrs Blanford	Len Mayatt	Open (Exempt Appendix)	29/9/16
Planning Restructure		Cllr Bennett	Richard Alderton	Open	19/1/17
8th June 2017					
Final Outturn 2016/17	<i>Final budget outturn for previous financial year</i>	Cllr Shorter	Ben Lockwood	Open	10/6/16
Annual Report 2016/17	<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 Knowles	Nicholas Clayton-Peck	Open	10/6/16

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
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	10/6/16
13th July 2017					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Shorter	Peter Purcell	Open (Exempt Appendix)	18/7/16
10th August 2017					
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-Peck	Open	11/8/16
Corporate Commercial Property – Annual Report	<i>To advise of the revenue performance of the Council’s corporate property portfolio during the last financial period and to advise of proposals to increase profitability in the coming financial period.</i>	Cllr Shorter	Stewart Smith	Open	11/8/16
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Maria Seddon	Open	11/8/16
14th September 2017					

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
12th October 2017					
9th November 2017					
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-Peck	Open	11/11/16
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Maria Seddon	Open	11/11/16
7th December 2017					
Draft Budget 2018/19	<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	Ben Lockwood	Open	9/12/16
Council Tax Base	<i>To present for approval the estimated 2018/19 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	9/12/16

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Housing Revenue Account (HRA) Business Plan 2016 - 2046	<i>An annual update of the HRA Business Plan financial projections. This report updates the position for the period 2016-46.</i>	Cllr Clokie	Sharon Williams	Open	9/12/16
11th January 2018					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Shorter	Peter Purcell	Open (Exempt Appendix)	13/1/17

***If you wish to contact a Report Author by email, unless stated otherwise, the addresses are;
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27/1/17