

**Agenda Item No:** 19  
**Report To:** CABINET  
**Date:** 15<sup>TH</sup> JUNE 2017



**Report Title:** SCHEDULE OF KEY DECISIONS TO BE TAKEN

**Report Author:** Corporate Director (Law and Governance)

<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; Gareth Bradford; Paul Clokie; Graham Galpin; Callum Knowles; Neil Shorter; and Gerald White.

*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](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>15<sup>th</sup> June 2017</b>					
Final Outturn 2016/17	<i>Final budget outturn for previous financial year</i>	Cllr Shorter	Ben Lockwood	Open	10/6/16
Annual Report and Quarter 4 Performance 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

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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 Clokie	Lois Jarrett	Open	10/6/16
Open Space Strategy	<i>To adopt the findings of the Strategy and delegate authority to the Portfolio Holder and Head of Service to make any amendments following public consultation to allow future Action Plans to be created and agreed as appropriate.</i>	Cllr Bennett	Emma Powell	Open	8/3/17
Ashford Borough Draft Local Plan 2030 (Regulation 19) Proposed Revisions	<i>To set out a series of proposed policy revisions to the draft Local Plan and a summarised proposed response to the representations made during the consultation period on the draft plan last summer. Proposed revisions will then be subject to a minimum six week public consultation.</i>	Cllr Clokie	Simon Cole	Open	16/3/17
Ground Water Management and Flood Protection Task Group	<i>To consider recommendations from the Ground Water Management and Flood Protection Task Group.</i>	Cllr Clokie	Ashley Taylor	Open	5/4/17
Ashford Heritage Strategy	<i>To ask Members to endorse the current draft of the Strategy and seek approval to consult publicly for a six week period.</i>	Cllr Clokie	Matthew Nouch	Open	13/4/17

<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>
The District Deal 2017/18	<i>To highlight the specific successes of the District Deal 2016/17 and to refresh the Deal with priorities for the coming year.</i>	Cllr Clarkson	Kate North	Open	15/3/17
Disposal of Land at Tilden Gill	<i>To set out the current offer from the developers in relation to the HRA land and recommend disposal of the land.</i>	Cllr White	Sharon Williams	Open	16/3/17
<b>13<sup>th</sup> July 2017</b>					
Housing Delivery Programme Update		Cllr White	Sharon Williams	Open	20/2/17
Commercial Quarter – Public Realm	<i>To seek authority to proceed with the Commercial Quarter Enabling Works</i>	Cllr Shorter	Stewart Smith/ Steve Parish	Open	3/2/17
Taxi Licensing Policy	<i>To adopt an updated version of the Taxi Licensing Policy</i>	Cllr Bradford	Trevor Ford	Open	9/5/17
Independent Living Scheme at Repton Park		Cllr White	Sharon Williams	Open	9/5/17
Newtown Section 106 Agreement Spend		Cllr Clokie	Lois Jarrett	Open	18/5/17
Outdoor Bowls Club		Cllr Bennett	Christina Fuller	Open	
Town Centre Annual Report		Cllr Galpin	Jo Wynn-Carter	Open	18/5/17

<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>
Commercial Investment Strategy		Cllr Galpin	Stewart Smith	Open (Exempt Appendix)	18/5/17
Station Approach	<i>To seek authority to proceed with a programme of works at Station Approach, International House and the Stour Centre car park</i>	Cllr Bradford	James Hann	Open	27/3/17
<b>10<sup>th</sup> August 2017</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-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
Tenancy Strategy and Tenancy Policy/Procedure		Cllr White	Anthony Crossley	Open	15/5/17

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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 Bennett	Len Mayatt	Open (Exempt Appendix)	29/9/16
<b>14<sup>th</sup> September 2017</b>					
Playing Pitch and Sports Facilities Strategies (2017 – 2030)	<i>To seek adoption of the draft strategies and following public consultation.</i>	Cllr Bennett	Len Mayatt	Open	20/4/17
Disabled Facilities Grant		Cllr White	Sharon Williams	Open	18/5/17
<b>12<sup>th</sup> October 2017</b>					
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	Tracey Butler	Open	26/2/16

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
<b>9<sup>th</sup> November 2017</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-Peck	Open	11/11/16
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Maria Seddon	Open	11/11/16
<b>7<sup>th</sup> December 2017</b>					
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&amp;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
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 White	Sharon Williams	Open	9/12/16

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
<b>11<sup>th</sup> January 2018</b>					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Shorter	Peter Purcell	Open (Exempt Appendix)	13/1/17
<b>8<sup>th</sup> February 2018</b>					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Maria Seddon	Open	10/2/17
Revenue Budget 2018/19	<i>To present the draft revenue budget for 2018/19 to the Cabinet for recommendation to Council.</i>	Cllr Shorter	Ben Lockwood	Open	10/2/17
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	10/2/17
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.</i>	Cllr Bradford	James Hann/Elizabeth Mannington	Open	10/2/17



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8 <sup>th</sup> March 2018					
Annual Pay Policy Statement	<i>A review of the annual Pay Policy Statement and Ashford Living Wage Allowance</i>	Cllr Knowles	Michelle Pecci	Open	10/3/17
12 <sup>th</sup> April 2018					
10 <sup>th</sup> May 2018					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Maria Seddon	Open	12/5/17

***If you wish to contact a Report Author by email, unless stated otherwise, the addresses are;  
first name.surname@ashford.gov.uk***

1/6/17