

**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; Neil Shorter; Gerald White; Alan Pickering.**

*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>April 2019</b>					
Overview and Scrutiny Recommendations to Cabinet – Planning and Air Quality					21/06/19
Adoption of Village Envelope Boundaries		Portfolio Holder for Planning & Development	Simon Cole simon.cole@ashford.gov.uk	Open	20/02/19
Local Development Scheme - Update		Portfolio Holder for Planning & Development	Simon Cole simon.cole@ashford.gov.uk	Open	8/02/19

<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>
Personnel Policy Review - Grievance Resolution Policy	<i>To continue the review of the most frequently used 'big six' personnel policies. The report will propose a revised Grievance Policy.</i>	Portfolio Holder for Human Resources & Customer Services	Joy Cross joy.cross@ashford.gov.uk		21/06/19
Modern.Gov Rollout and Members IT Scheme Update	<i>To detail the progress made to date with the Modern.Gov 'Early Adopters Roll Out' to Elected Members and the subsequent revised IT Scheme for Elected Members from 2019.</i>	Portfolio Holder for Finance and IT	Kirsty Morland Kirsty.morland@ashford.gov.uk		21/06/19
<b>May 2019 - No Meeting Due to Borough Council Elections</b>					
<b>June 2019</b>					
Final Outturn 2018/19	<i>Final budget outturn for previous financial year.</i>	Portfolio Holder for Finance and IT	Maria Stevens maria.stevens@ashford.gov.uk	Open	8/02/19
Ashford Borough Council Annual Performance Report 2018/19	<i>To give Members and residents an overview of how the council is performing with a key performance 'snapshot'.</i>	Portfolio Holder for Finance and IT	Will Train william.train@ashford.gov.uk	Open	20/02/19

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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>	Portfolio Holder for Planning & Development	Lois Jarrett lois.jarrett@ashford.gov.uk	Open	8/02/19
Conningbrook Masterplan		Portfolio Holder for Culture, Tourism & Leisure	Len Mayatt len.mayatt@ashford.gov.uk	Open	8/02/19
Environmental Crime Enforcement - In House Team		Portfolio Holder for Environment and Land Management	Mark Goodman mark.goodman@ashford.gov.uk	Open	20/02/19
Ashford's Approach to Health and Wellbeing		Portfolio Holder for Community Safety & Wellbeing	Angela d'Urso angela.durso@ashford.gov.uk	Open	8/02/19
Royal Military Canal		Portfolio Holder for Culture, Tourism & Leisure	Len Mayatt len.mayatt@ashford.gov.uk	Open	21/06/19
<b>July 2019</b>					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Portfolio Holder for Finance and IT	Nic Stevens nic.stevens@ashford.gov.uk	Part exempt	8/02/19

<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>
Annual Performance Report 2018/19	<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>	Leader	Lorna Ford lorna.ford@ashford.gov.uk	Open	20/02/19
<b>August 2019</b>					
Financial Monitoring - Quarterly Report	<i>Quarterly budget monitoring report</i>	Portfolio Holder for Finance and IT	Maria Stevens maria.stevens@ashford.gov.uk	Open	20/02/19
Corporate Performance Report	<i>To give Members and residents an overview of how the council is performing with a key performance 'snapshot'.</i>	Portfolio Holder for Finance and IT	Will Train william.train@ashford.gov.uk	Open	8/02/19
<b>September 2019</b>					

<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>
Corporate Commercial Property Strategy - 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>	Portfolio Holder for Finance and IT	Stewart Smith stewart.smith@ashford.gov.uk	Open	8/02/19
Animal Licensing Policy		Portfolio Holder for Community Safety & Wellbeing	Angela d'Urso angela.durso@ashford.gov.uk	Open	20/02/19
<b>October 2019</b>					
Corporate Plan - Approval to Commence Consultation on Draft Corporate Plan 2020		Leader	Jennifer Shaw jennifer.shaw@ashford.gov.uk		21/06/19
<b>November 2019</b>					
Corporate Performance Report	<i>To give Members and residents an overview of how the Council is performing with a key performance 'snapshot'.</i>	Portfolio Holder for Finance and IT	Will Train william.train@ashford.gov.uk	Open	8/02/19
Medium Term Financial Plan	<i>To ask Cabinet to note the Medium Term Financial Plan ahead of this year's Budget process.</i>	Portfolio Holder for Finance and IT	Maria Stevens maria.stevens@ashford.gov.uk	Open	8/02/19

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Financial Monitoring - Quarterly Report	<i>Quarterly budget monitoring report.</i>	Portfolio Holder for Finance and IT	Maria Stevens maria.stevens@ashford.gov.uk	Open	20/02/19
<b>December 2019</b>					
Draft Budget 2020/21	<i>To present the preliminary draft service budget and outlining MTFP for the purposes of subsequent formal scrutiny by the O&amp;S Task Group and public consultation.</i>	Portfolio Holder for Finance and IT	Maria Stevens maria.stevens@ashford.gov.uk	Open	20/02/19
Council Tax Base 2020/21	<i>To present for approval the estimated 2020/21 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>	Portfolio Holder for Finance and IT	Maria Stevens maria.stevens@ashford.gov.uk	Open	20/02/19
Housing Revenue Account (HRA) Business Plan 2019 - 2049	<i>An annual update of the HRA Business Plan financial projections. This report updates the position for the period 2019 – 2049.</i>	Portfolio Holder for Housing	Sharon Williams sharon.williams@ashford.gov.uk	Open	8/02/19
<b>January 2020</b>					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts.</i>	Portfolio Holder for Finance and IT	Nic Stevens nic.stevens@ashford.gov.uk	Part exempt	8/02/19
<b>February 2020</b>					

<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>
Financial Monitoring - Quarterly Report	<i>Quarterly Budget monitoring report.</i>	Portfolio Holder for Finance and IT	Maria Stevens maria.stevens@ashford.gov.uk	Open	20/02/19
Revenue Budget 2020/21	<i>To present the draft revenue budget for 2020/21 to the Cabinet for recommendation to Council.</i>	Portfolio Holder for Finance and IT	Maria Stevens maria.stevens@ashford.gov.uk	Open	20/02/19
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>	Portfolio Holder for Finance and IT	Will Train william.train@ashford.gov.uk	Open	20/02/19
Corporate Plan - Report on Consultation Findings and Approval to Publish Corporate Plan 2020		Leader	Jennifer Shaw jennifer.shaw@ashford.gov.uk		21/06/19
<b>March 2020</b>					
Annual Pay Policy Statement (Including Review for 2020/21)	<i>A review of the annual Pay Policy Statement and Ashford Living Wage Allowance.</i>	Portfolio Holder for Human Resources & Customer Services	Michelle Pecci michelle.pecci@ashford.gov.uk		21/06/19

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

first name.surname@ashford.gov.uk

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