

**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; Paul Bartlett, Bill Barrett, Neil Bell, Andrew Buchanan, Paul Clokie, Peter Feacey, Jo Gideon, Alan Pickering, 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](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>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
Statement of Licensing Policy 2019-2014	<i>To seek Cabinet approval to go out to public consultation on draft version of the revised policy.</i>	Portfolio Holder for Community Safety & Wellbeing	Trevor Ford trevor.ford@ashford.gov.uk	Open	21/06/19
Conningbrook Masterplan		Portfolio Holder for Culture, Tourism & Leisure	Len Mayatt len.mayatt@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>
Conningbrook H2 and Country Pub/Hotel	<i>To endorse the progression of legal agreements with Bretts to allow them to progress a planning application for H2 with a view to a subsequent land sale and with Bretts and Shepherd Neame to allow for the sale of the land for the Country Pub/Hotel.</i>	Portfolio Holder for Regeneration & Corporate Property	Yaz Aboubakar yaz.aboubakar@ashford.gov.uk	Open	
Householder Duty of Care Fixed Penalty Notice	<i>To identify options for new fixed penalty notices for breaches of the household waste duty of care.</i>	Portfolio Holder for Environment and Land Management	Mark Goodman mark.goodman@ashford.gov.uk	Open	8/02/19
<b>August 2019 - No Meeting</b>					
<b>September 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	20/02/19
Animal Licensing Policy		Portfolio Holder for Community Safety & Wellbeing	Angela d'Urso angela.durso@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>
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
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
Government Housing Green Paper - Ashford Promise and Fixed Term Tenancies		Portfolio Holder for Housing	Cllr Euan Anckorn euan.ankorn@ashford.gov.uk	Open	
Royal Military Canal		Portfolio Holder for Culture, Tourism & Leisure	Len Mayatt len.mayatt@ashford.gov.uk	Open	21/06/19
Play Plan		Portfolio Holder for Culture, Tourism & Leisure	Amanda Scott amanda.scott@ashford.gov.uk	Open	

<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>
Adoption of the WYE3/WNP11 Masterplan	<i>To set out the revised and updated context for the draft masterplan and recommend whether the masterplan should now be adopted as it stands or whether additional amendments should be made.</i>	Portfolio Holder for Planning & Development	Simon Cole simon.cole@ashford.gov.uk	Open	
<b>October 2019</b>					
<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
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 Plan - Approval to Commence Consultation on Draft Corporate Plan 2020		Leader	Jennifer Shaw jennifer.shaw@ashford.gov.uk		21/06/19

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
<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	8/02/19
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	20/02/19
<b>February 2020</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

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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
<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
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>April 2020</b>					
<b>May 2020</b>					

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
<b>June 2020</b>					
Final Outturn 2019/20	<i>Final budget outturn for previous financial year.</i>	Portfolio Holder for Finance and IT	Maria Stevens maria.stevens@ashford.gov.uk	Open	
Corporate Performance Report (Quarter 4) and Annual Performance Report 2019/20	<i>To give Members and residents an overview of how the Council is performing with a key performance 'snapshot' and 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>	Portfolio Holder for Finance and IT	Will Train william.train@ashford.gov.uk	Open	

**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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