

Agenda Item No:

Report To: CABINET

Date: 29TH APRIL 2021

Report Title: SCHEDULE OF KEY DECISIONS TO BE TAKEN

Report Author and Job Title: Danny Sheppard, Member Services Manager (Operational)

Portfolio Holder: Portfolio Holders are individually specified in the attached Schedule.



ASHFORD
BOROUGH COUNCIL

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

Significantly 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

Legal Implications: n/a

Equalities Impact Assessment n/a

Other Material Implications: Nil

Exempt from publication: No

Background Papers: None

Contacts danny.sheppard@ashford.gov.uk – Tel: 01233 330349

**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; Matthew Forest; Alan Pickering; and 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 <https://ashford.moderngov.co.uk>

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
29th April 2021					
Local Development Scheme	<i>To seek the Cabinet's endorsement of the revised Local Development Scheme and Gypsy and Traveller Accommodation Local Plan timetable and recommend it is formally adopted by Full Council.</i>	Cllr Shorter	Carly Pettit	Open	6/1/21
Kent Downs AONB Management Plan	<i>To seeks Cabinet's endorsement of the revised Kent Downs AONB Management Plan 2021-2026 and recommend it is formally adopted by Full Council.</i>	Cllr Shorter	Carly Pettit	Open	28/1/21
Kent Music School - Supporting Relocation to Ashford	<i>To approve in principle loan funding for Kent Music School KMS to purchase a new facility in Ashford</i>	Cllr Clarkson	Ben Lockwood	Open	21/10/20

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Potential Re-procurement of Ashford Borough Council's Waste, Recycling and Street Cleansing Service	<i>To consider the future options for the service and consider the resident satisfaction with the current service.</i>	Cllr Buchanan	Tracey Butler	Open	11/3/21
27th May 2021					
Rural Housing Working Group - Findings and Recommendations	<i>To present the dataset accumulated by the Working Group to enable a discussion around the importance of rural affordable housing to community life and the significance of local housing needs surveys, with a view to increasing the volume of surveys will be made. The report will also highlight progress on rural schemes both by the Council and by RPs and discuss how to communicate increasing awareness of affordable rural housing with parish councils and communities – in addition to the Rural Protocol document recently launched by Kent Housing Group.</i>	Cllr Barrett	Mark James	Open	17/2/21
Bockhanger Consultation – Outcomes		Cllr Barrett	Sharon Williams	Open	30/10/19

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Street Naming and Numbering – Andrew's Garage Site, Smeeth	<i>To seeks agreement for naming the access road after the Andrews family who have connections with and remain local to Smeeth</i>	Cllr Shorter	Louise Lambourn	Open	10/3/21
Digital Transformation of Visitor Information Services at Ashford Gateway		Cllr Forest	Christina Fuller	Open	10/3/21
Draft Carbon Neutral Action Plan	<i>To agree a draft plan to go out for consultation.</i>	Cllr Clarkson	Jennifer Shaw	Open	4/2/21
Vicarage Lane Development	<i>The purpose of the report is to provide an update on the current proposals including the design, financial position and the programme timetable.</i>	Cllr Clokie	Jo Fox	Open (Exempt Appendix)	1/10/20
24th June 2021					
Final Outturn 2020/21	<i>Final budget outturn for previous financial year.</i>	Cllr Bell	Maria Stevens	Open	26/6/20

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Corporate Performance Report (Quarter 4) and Annual Performance Report 2020/21	<i>To give Members and residents an overview of how the Council is performing with a key performance 'snapshot'. 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 Bell	Tom Swain	Open	26/6/20
Minimum Energy Efficiency Standards – Financial Penalty Policy		Cllr Barrett	Julian Watts	Open	15/4/21
Electrical Safety Standards Regulations 2020 – Implementing Financial Penalties		Cllr Barrett	Julian Watts	Open	15/4/21
Fit and Proper Person Rest for Relevant Protected Sites		Cllr Barrett	Julian Watts	Open	15/4/21

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
29th July 2021					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Bell	Nic Stevens	Open (Exempt Appendix)	4/8/20
26th August 2021					
KEEP CLEAR FOR HOLIDAYS					
30th September 2021					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Bell	Maria Stevens	Open	28/9/20
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>	Cllr Clokie	Paul McKenner	Open	28/9/20
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 Bell	Tom Swain	Open	28/9/20

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
28th October 2021					
Medium Term Financial Plan	<i>To ask Cabinet to note the Medium Term Financial Plan ahead of this year's Budget process.</i>	Cllr Bell	Maria Stevens	Open	21/10/20
Housing Revenue Account (HRA) Business Plan 2021-2051 (including Financing and Affordable Homes Programme)		Cllr Barrett	Sharon Williams/Mark James	Open	21/10/20
25th November 2021					
Corporate Performance Report	<i>To give Members and residents an overview of how the council is performing with a key performance 'snapshot'.</i>	Cllr Bell	Tom Swain	Open	27/11/20
Council Tax Base 2022/23	<i>To present for approval the estimated 2022/23 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 Bell	Maria Stevens	Open	27/11/20
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report.</i>	Cllr Bell	Maria Stevens	Open	27/11/20

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
16th December 2021					
Draft Budget 2022/23	<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 Bell	Maria Stevens	Open	30/11/20
27th January 2022					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Bell	Nic Stevens	Open (Exempt Appendix)	29/1/21
24th February 2022					
Revenue Budget 2021/22	<i>To present the draft revenue budget for 2021/22 to the Cabinet for recommendation to Council.</i>	Cllr Bell	Maria Stevens	Open	28/2/20
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Bell	Maria Stevens	Open	28/2/20
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 Bell	Tom Swain	Open	28/2/20

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
31st March 2022					
Annual Pay Policy Statement (including Review for 2022/23)	<i>A review of the annual Pay Policy Statement and Ashford Living Wage Allowance.</i>	Cllr Pickering	Michelle Pecci/ Joy Cross	Open	19/3/21

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

15/4/21