

Agenda Item No: 16
Report To: CABINET
Date: 24TH JUNE 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.

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

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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; 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
24th June 2021					
Final Outturn 2020/21	<i>Final budget outturn for previous financial year.</i>	Cllr Bell	Maria Stevens	Open	26/6/20
Minimum Energy Efficiency Standards – Financial Penalty Policy	<i>To seek approval to implement a Financial Penalty Policy Framework to allow the Council to achieve improvements in the private rented sector and reduce fuel poverty.</i>	Cllr Barrett	Julian Watts	Open	15/4/21
Electrical Safety Standards Regulations 2020 – Implementing Financial Penalties	<i>To seek approval to adopt the Council's existing financial fee policy with regard to the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020.</i>	Cllr Barrett	Julian Watts	Open	15/4/21

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Fit and Proper Person Rest for Relevant Protected Sites	<i>To seek approval to implement a fit and proper person test for relevant protected sites; formally approve the fee to recover the costs in the application process; formally approve the amendment to existing fee policy to incorporate the proposed fee; and provide approval for the Head of Housing to adjust fees set out in existing fee policy going forward.</i>	Cllr Barrett	Julian Watts	Open	15/4/21
Digital Transformation of Visitor Information Services at Ashford Gateway	<i>To explain how visitor information is effectively using the digital transformation agenda, allowing resources to be moved away from needing an officer located at the Visitor Information Centre (VIC) in Ashford Gateway to support other visitor economy marketing and development opportunities.</i>	Cllr Forest	Sarah Barber	Open	10/3/21
Ashford's First Zero Carbon Short-stay Housing Accommodation Facility - Henwood	<i>To seek endorsement for the zero-carbon element of the project and to proceed to submitting a formal planning application, subject to a review of feedback received during the public consultation phase.</i>	Cllr Barrett	Mark James	Open	27/4/21
Acquisition of 85 Kilndown Close, Stanhope	<i>To approve the purchase and refurbishment of 85 Kilndown Close.</i>	Cllr Barrett	Sharon Williams	Exempt	20/5/21

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Ashford's Living Legacy for the Queens Jubilee	<i>To endorse a plan to aim, over the next 3 winters, to plant one tree representing each resident who will be living in the Borough in 2022. This will be almost 135,500 trees.</i>	Cllrs Clarkson/ Buchanan	Tracey Butler	Open	21/5/21
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
Recovery Plan Annual Report 2020/21 and Corporate Plan 2022 – 2024	<i>To present the Annual Report 2020/21 highlighting performance against the Recovery Plan priorities.; to summarise consultation to date that has informed the draft Corporate Plan 2021 – 2024 and a proposed 'light touch' six week consultation on the draft plan; and t present the draft Corporate Plan 2021 – 2024, performance framework and costed delivery plan for agreement to go out to consultation.</i>	Cllr Clarkson/Bell	Tom Swain	Open	29/4/21
Review of the Pay Policy Statement	<i>To review the current Pay Policy Statement, ensuring it is up to date and reflects the Council's approach to pay. Also taking the opportunity to consider the rates of the Ashford Living Wage Allowance (ALWA) for 2021/22.</i>	Cllr Pickering	Michelle Pecci	Open	7/5/21
Stodmarsh Mitigation		Cllr Shorter	Simon Cole/Dan Carter	Exempt	3/6/21

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
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
Bockhanger Consultation – Outcomes		Cllr Barrett	Mark James	Open	30/10/19
Boughton Aluph and Eastwell Parishes Neighbourhood Plan		Cllr Shorter	Carly Pettit	Open	3/6/21

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
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
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

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
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
Carbon Neutral Action Plan - Adoption	<i>To adopt the plan following a period of consultation.</i>	Cllr Clarkson	Jennifer Shaw	Open	20/5/21
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

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
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
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
28th April 2022					
26th May 2022					

***If you wish to contact a Report Author by email, unless stated otherwise, the addresses are;
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3/6/21