

Agenda Item No: 13
Report To: CABINET
Date: 26TH MAY 2022



Report Title: SCHEDULE OF KEY DECISIONS TO BE TAKEN

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

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.
-----------------	--

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; Neil Bell; Andrew Buchanan; Peter Feacey; Matthew Forest; Nathan Iliffe; 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
26th May 2022					
Repton - Land Acquisition in the HRA	<i>To advise on the progress of this project</i>	Cllr Buchanan	Mark James	Open	3/2/22
Equality Policy	<i>To set out the draft Policy for adoption which includes both a policy statement and action plan for delivering the four equality objectives.</i>	Cllr Clarkson/ Pickering	Charlotte Hammersley	Open	6/1/22

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
30th June 2022					
Climate Change Action - Taking a Systemic Approach	<i>The report will seek endorsement of the Ashford to Zero Carbon Descent Plan (formerly known as Carbon Neutral Action Plan), acknowledge the baselines set in the Laser evaluation of our existing carbon footprint and agree a way forward. The report will also seek endorsement of the proposed new framework with which we intend to coordinate and achieve delivery and allow us to fulfil other key roles to support, enable and lobby.</i>	Cllr Clarkson	Sophie Stiles	Open	20/5/21
Recovery Plan Annual Report 2021/22	<i>To present the Annual Report 2021/22 highlighting performance against the Recovery Plan priorities.</i>	Cllr Clarkson/ Shorter	Tom Swain	Open	28/6/21
Final Outturn 2021/22	<i>Final budget outturn for previous financial year.</i>	Cllr Shorter	Lee Foreman	Open	28/6/21
South Ashford Garden Community – Vision and Strategy	<i>To update on progress against the SAGC Vision & Strategy Year 1 and provide detail of the Year 2 action plan. It will include detail of the Sustainable Transport Strategy for the SAGC, a project which has now concluded as part of the Year 1 activities.</i>	Cllrs Bell/ Shorter	Dan Daley	Open	10/3/22

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Food Safety Policy and Annual Food Safety Service Plan	<i>To review the Council's Food Policy for delivering the Official Food Controls and to consider how they safeguard the public and support businesses To approve the plan in accordance with requirements set out in the Food Law Code of Practice.</i>	Cllr Feacey	Linda Golightly	Open	21/2/22
Covert Surveillance Report		Cllr Clarkson	Samantha Clarke	Open	11/4/22
IT, Digital and Customer Service Strategy	<i>To set out our vision for putting the customer at the centre of the services we provide. To explain how we will develop our services digitally and inspire confidence in our digital services making them accessible to all and enabling us to deliver outstanding customer services.</i>	Cllrs Pickering/ Bell	Ben Robinson	Open	14/4/22
Local Development Scheme Update 2022	<i>To update the LDS and set out the approach to stop production on a separate Gypsy and Traveller Local Plan and undertake this work as part of a future Local Plan Review, to be triggered in the future.</i>	Cllr Bell	Harriet Turner	Open	20/4/22
Ashford Borough Council's Fire Safety Management Policy	<i>To seek approval for the revised Fire Safety Management Policy for Ashford Borough Council</i>	Cllr Feacey/ Iliffe	Victoria Couper-Samways	Open	11/4/21

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
28th July 2022					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Shorter	Nic Stevens	Open (Exempt Appendix)	30/7/21
Town Centre Reset Plan for Action		Cllr Iliffe	Andrew Osborne	Open	11/4/22
Street Naming and Numbering - 22/0027/SNN		Cllr Bell	Louise Lambourn	Open	16/5/22
25th August 2022					
KEEP CLEAR FOR HOLIDAYS					
29th September 2022					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Lee Foreman	Open	1/10/21
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	Tom Swain	Open	1/10/21

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
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 Iliffe	Paul McKenner	Open	1/10/21
Social Value Policy	<i>To seek adoption of a policy recommending processes and procedures to obtain more value from our contractors/suppliers/partners to help us address some of the challenges and opportunities we face in our communities around Social Value.</i>	Cllr Iliffe	Aymi Laws	Open	17/2/22
27th October 2022					
Medium Term Financial Plan	<i>To ask Cabinet to note the Medium Term Financial Plan ahead of this year’s Budget process.</i>	Cllr Shorter	Lee Foreman	Open	29/10/21
24th November 2022					
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	Tom Swain	Open	29/11/21

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 Shorter	Lee Foreman	Open	29/11/21
Draft Budget 2023/24	<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 Shorter	Lee Foreman	Open	29/11/21
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report.</i>	Cllr Shorter	Lee Foreman	Open	29/11/21
15th December 2022					
Housing Revenue Account (HRA) Business Plan 2022-2052 (including Financing and Affordable Homes Programme)	<i>To detail the financial position in the HRA and ask Members to agree Housing’s priorities for the next year.</i>	Cllr Buchanan	Sharon Williams/Mark James	Open (Exempt Appendix)	20/12/21
Infrastructure Funding Statement		Cllr Bell	Daniel Carter	Open	20/12/21
New Waste Contract		Cllr Forest	Tracey Butler	Open	5/1/22

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
26th January 2023					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Shorter	Nic Stevens	Open (Exempt Appendix)	29/1/21
23rd February 2023					
Revenue Budget 2023/24	<i>To present the draft revenue budget for 2023/24 to the Cabinet for recommendation to Council.</i>	Cllr Shorter	Lee Foreman	Open	28/2/22
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Shorter	Lee Foreman	Open	28/2/22
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	Tom Swain	Open	28/2/22
30th March 2023					
Annual Pay Policy Statement (including Review for 2023/24)	<i>A review of the annual Pay Policy Statement and Ashford Living Wage Allowance.</i>	Cllr Pickering	Michelle Pecci/ Joy Cross	Open	1/4/22

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
27 th April 2023					

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

16/5/22