

**Agenda Item No:**

**Report To:** CABINET

**Date:** 23<sup>RD</sup> FEBRUARY 2023

**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.



<b>Summary:</b>	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; 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>*

<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>
<b>23<sup>rd</sup> February 2023</b>					
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 Feacey	Tom Swain	Open	28/2/22

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Local Development Scheme		Cllr Bell	Claire Marchant/ Ian Bailey	Open	29/11/22
<b>30<sup>th</sup> March 2023</b>					
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
Covert Surveillance Report		Cllr Clarkson	Samantha Clarke	Open	11/4/22
Achieving Nutrient Neutrality Supplementary Planning Document (SPD)	<i>To seek approval of the draft Supplementary Planning Document for public consultation. The Supplementary Planning Document (SPD) will set out guidance on the nutrient neutrality process, including what information developers should submit with planning applications and details of the Council's strategic mitigation to address the Stodmarsh nutrient neutrality requirement.</i>	Cllr Bell	Daniel Carter/ Harriet Turner	Open	11/11/22
Policy for Funding the Voluntary and Community Sector	<i>To present a draft policy for funding the voluntary and community sector (VCS), including making a proposal for allocating revenue funding currently awarded through the Member grant scheme and a recommendation to consult on the policy with VCS.</i>	Cllr Feacey	Michelle Byrne/ Jennifer Shaw	Open	1/2/23

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
<b>27<sup>th</sup> April 2023</b>					
<b>NO CABINET MEETING – REPLACED BY FULL COUNCIL</b>					
<b>May 2023</b>					
<b>NO MEETING DUE TO BOROUGH COUNCIL ELECTIONS</b>					
<b>25<sup>th</sup> June 2023</b>					
Corporate Plan Annual Report 2022/23	<i>To present the Annual Report 2022/23 highlighting performance against the Corporate Plan priorities.</i>		Tom Swain	Open	4/7/22
Final Outturn 2022/23	<i>Final budget outturn for previous financial year.</i>		Lee Foreman	Open	4/7/22
Review of Parking Charges/Strategy			Alison Oates	Open	1/12/22
Anti-Social Behaviour Policy			Alison Oates	Open	14/12/22
Brompton Development	<i>To update of the progress of the discussions with both Brompton and the Developer in bringing forward the proposed development including the setting up a of joint venture company.</i>		Paul McKenner	Open	28/7/22

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Corporate Enforcement Statement			Jennifer Shaw	Open	6/2/23
<b>27<sup>th</sup> July 2023</b>					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>		Nic Stevens	Open (Exempt Appendix)	30/7/22
Update on Levelling Up Funding and Newtown Works Development			Andrew Osborne	Open	3/2/23
<b>31<sup>st</sup> August 2023</b>					
<b>KEEP CLEAR FOR HOLIDAYS</b>					
<b>28th September 2023</b>					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>		Lee Foreman	Open	30/9/22
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>		Tom Swain	Open	30/9/22

<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>
Broadband and Digital Infrastructure Update	<i>To update on projects and initiatives to improve broadband in the Borough and outline the work that the team suggests can take place in the coming year.</i>		Thomas Jenkins	Open	30/9/22
<b>26<sup>th</sup> October 2023</b>					
Medium Term Financial Plan	<i>To ask Cabinet to note the Medium Term Financial Plan ahead of this year's Budget process.</i>		Lee Foreman	Open	28/10/22
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>		Eloise Duffy	Open	28/10/22
<b>30<sup>th</sup> November 2023</b>					
Corporate Performance Report	<i>To give Members and residents an overview of how the council is performing with a key performance 'snapshot'.</i>		Tom Swain	Open	28/11/22
Council Tax Base 2023/24	To present for approval the estimated 2023/24 Council tax base calculation for the Borough and each parished area, on which the major preceptors and local Parish Councils will base their requirements.		Lee Foreman	Open	28/11/22

<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>
Draft Budget 2024/25	<i>To present the preliminary draft service budget and outline MTFP for the purposes of subsequent formal scrutiny by the O&amp;S Task Group and public consultation.</i>		Lee Foreman	Open	28/11/22
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report.</i>		Lee Foreman	Open	28/11/22
<b>21<sup>st</sup> December 2023</b>					
Housing Revenue Account (HRA) Business Plan 2023-2053 (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>		Sharon Williams/Mark James	Open (Exempt Appendix)	16/12/22
<b>25<sup>th</sup> January 2024</b>					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>		Nic Stevens	Open (Exempt Appendix)	27/1/23

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

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6/2/23