

Agenda Item No:

Report To: CABINET

Date: 28TH SEPTEMBER 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.



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 Noel Ovenden; Steve Campkin; Bill Barrett; Simon Betty; Linda Harman; Heather Hayward; Dawnie Nilsson; Kate Walder; and Liz Wright.

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, five clear days before the decision at <https://ashford.moderngov.co.uk>

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
28th September 2023					
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 Hayward	Tom Swain	Open	30/9/22
Update on the Broadband and Digital Infrastructure improvements in the Ashford Borough	<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>	Cllr Ovenden	Thomas Jenkins	Open	30/9/22
Updated Senior Structure	<i>To review and update the structure at a Senior Management level.</i>	Cllr Ovenden/ Nilsson	Tracey Kerly	Open (Exempt Appendix)	11/4/23

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Civic Centre Relocation	<i>To request approval to move forward with the first two phases of the project to achieve the maximum savings - Phase 1 moving the office side to IH and Phase 2 to move the Civic Suite side to International House.</i>	Cllr Betty/Ovenden/Nilsson	Hannah Clayton-Peck	Open	11/4/23
Anti-Social Behaviour Policy	<i>To approve the reviewed ASB policy in order to ensure a clear organisational approach and commitment to managing and addressing ASB within the borough for private residents and housing tenants. The policy will set out the obligations of all stakeholders including the CSU, Housing, Kent Police and Members.</i>	Cllr Wright/Barrett	Laurel Niven	Open	14/12/22
26th October 2023					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report.</i>	Cllr Ovenden	Lee Foreman	Open	28/11/22
Council Tax Base 2024/25	<i>To present for approval the estimated 2024/25 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 Ovenden	Jo Stocks	Open	28/11/22
Medium Term Financial Plan	<i>To ask Cabinet to note the Medium Term Financial Plan ahead of this year’s Budget process.</i>	Cllr Ovenden	Lee Foreman	Open	28/10/22

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
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>	Cllr Barrett	Jo Stocks/Mark James	Open (Exempt Appendix)	16/12/22
Annual Commercial Property Update - 2022/23	<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 Betty	Eloise Duffy	Open	28/10/22
Corporate Property Asbestos Management Policy, Procedure and Management Plan	<i>To seek approval for the revised Asbestos Management Policy, Procedure and Plan for Corporate Property.</i>	Cllr Betty	Victoria Couper-Samways	Open	14/6/23
Update on Levelling Up Funding and Newtown Works Development	<i>To update on the progress in drawing down the Levelling Up Funding, the works undertaken to date, the current programme for the development and the risks for the project.</i>	Cllr Betty	Andrew Osborne	Open	3/2/23
30th November 2023					
Corporate Performance Report	<i>To give Members and residents an overview of how the council is performing with a key performance 'snapshot'.</i>	Cllr Ovenden/Hayward	Tom Swain	Open	28/11/22

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
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&S Task Group and public consultation.</i>	Cllr Ovenden	Lee Foreman	Open	28/11/22
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>	Cllr Betty	Paul McKenner	Open	28/7/22
Nutrient Neutrality Solution		Cllr Harman	Paul McKenner	Open	27/7/23
Ashford Borough Council RIPA Policy		Cllr Walder	Samantha Clarke	Open	11/4/22
21st December 2023					
25th January 2024					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Ovenden	Nic Stevens	Open (Exempt Appendix)	27/1/23
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Ovenden	Lee Foreman	Open	24/2/23

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
22nd February 2024					
Revenue Budget 2024/25	<i>To present the draft revenue budget for 2024/25 to the Cabinet for recommendation to Council.</i>	Cllr Ovenden	Lee Foreman	Open	24/2/23
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 Ovenden/ Hayward	Tom Swain	Open	24/2/23
Parking Strategy		Cllr Campkin	Alison Oates	Open	1/12/22
21st March 2024					
Annual Pay Policy Statement (including Review for 2024/25)	<i>A review of the annual Pay Policy Statement and Ashford Living Wage Allowance.</i>	Cllr Nilsson	Michelle Pecci/ Joy Cross	Open	31/3/23
25th April 2024					
30th May 2024					

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
27th June 2024					
Corporate Plan Annual Report 2023/24	<i>To present the Annual Report 2023/24 highlighting performance against the Corporate Plan priorities.</i>	Cllr Ovenden/ Hayward	Tom Swain	Open	30/6/23
Final Outturn 2023/24	<i>Final budget outturn for previous financial year.</i>	Cllr Ovenden	Lee Foreman	Open	30/6/23
25th July 2024					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Ovenden	Lee Foreman	Open	30/9/22
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Ovenden	Nic Stevens	Open (Exempt Appendix)	30/7/22
29th August 2024					
KEEP CLEAR FOR HOLIDAYS					

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

8/9/23