

Agenda Item No:

Report To: CABINET

Date: 22ND FEBRUARY 2024

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

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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 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
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
Parks Foundation	<i>To present feedback from consultation and a roadmap of the charity registration process alongside a risk-benefit analysis and Equalities Impact Assessment of creating a Parks Foundation.</i>	Cllr Walder	James Laidlaw	Open	24/11/23

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Tenterden Leisure Centre Procurement	<i>To set out the approach and framework of the TLC procurement so it is agreed before the tender documentation is published and we embark on the 12 month procurement exercise.</i>	Cllr Walder	Shaun Meyer	Open	30/11/23
Corporate Asbestos Management Policy, Procedure and Management Plan	<i>To seek approval for the revised Asbestos Management Policy, Procedure and Plan.</i>	Cllr Betty	Victoria Couper-Samways	Open	14/6/23
Renewal of LASER Contract for the Supply of Gas and Electricity	<i>To set out the different options open to the Council when it comes to the procurement of utilities and whether or not it should enter in to a new LASER agreement so that it can continue to procure gas and electricity through the LASER framework until 30 September 2028.</i>	Cllr Betty	Victoria Couper-Samways	Open	4/12/23
Roof Replacement, Thermal Upgrade and PV Installation at Ellingham Industrial Estate	<i>To seek additional funding approval for the inclusion of solar panels.</i>	Cllr Betty	Lee Craker	Open	3/1/24

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
21st March 2024					
Annual Pay Policy Statement (including Review for 2024/25)	<i>A review of the annual Pay Policy Statement.</i>	Cllr Nilsson	Michelle Pecci/ Joy Cross	Open	31/3/23
Annual Tenant Satisfaction Survey Results and Action Plans for Housing	<i>To provide the results of the annual Tenant Satisfaction Survey, benchmarks results in context of other social housing landlords and share a cross-service action plan for 2024 to address issues raised via the survey feedback.</i>	Cllr Barrett	Joanne Burns	Open	21/12/23
Armed Forces Policy	<i>To review and approve the new Armed Forces Policy.</i>	Cllr Nilsson	Joy Cross	Open	22/1/24
HQN Regulator Ready Report		Cllr Barrett	Maria Stevens	Open	4/2/24
25th April 2024					
Parking Strategy		Cllr Campkin	Alison Oates	Open	1/12/22
Disabled Facility Grant Policy		Cllr Barrett	Julian Watts	Open	1/2/24
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
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
Corporate Plan		Cllr Ovenden	Charlotte Hammersley/ Jennifer Shaw	Open	13/12/23

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
29th August 2024					
KEEP CLEAR FOR HOLIDAYS					
26th September 2024					
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	2/10/23
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	2/10/23
Allocations Policy		Cllr Barrett	Amanda Gill	Open	20/9/23
31st October 2024					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report.</i>	Cllr Ovenden	Lee Foreman	Open	27/10/23

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Council Tax Base 2025/26	<i>To present for approval the estimated 2025/26 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	27/10/23
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	27/10/23
Annual Commercial Property Update - 2023/24	<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	27/10/23
Housing Revenue Account (HRA) Business Plan 2024 - 2054 (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)	27/10/23
28th November 2024					
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	1/12/23

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Draft Budget 2025/26	<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	1/12/23
19th December 2024					
30th January 2025					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Ovenden	Nic Stevens	Open (Exempt Appendix)	26/1/24
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Ovenden	Lee Foreman	Open	26/1/24

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

4/2/24