

Agenda Item No: 17
Report To: CABINET
Date: 27TH FEBRUARY 2020



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 None

Papers:

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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; Alan Pickering; Neil Shorter; and one position vacant.

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
27th February 2020					
Revenue Budget 2020/21	<i>To present the draft revenue budget for 2019/20 to the Cabinet for recommendation to Council.</i>	Cllr Bell	Maria Stevens	Open	15/2/19
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Bell	Maria Stevens	Open	15/2/19
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	9/2/18

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Tenterden Leisure Centre Procurement	<i>To consider Tenterden Leisure Trust's surrender of their lease at a time agreeable to ABC and for ABC to lead on the procurement of a new operator as well as the direct management of the new contract from 1st April 2021.</i>	Cllr Feacey	Len Mayatt	Open	26/11/19
Singleton Environment Centre – Section 106 Allocation	<i>To gain the approval of Members to sanction the use of Section 106 funds for the project outlined above and to outline the ongoing success of the SEC and the demand for the services it provides to the community which have led to this project.</i>	Cllr Feacey	Len Mayatt	Open	26/11/19
Statement of Community Involvement – Update	<i>To set out the key updates to the SCI in relation to recent changes to legislation. The SCI requires adoption by Cabinet and Full Council to be considered a development plan document.</i>	Cllr Shorter	William McKane	Open	16/12/19
Conningbrook Lakes Delivery Plan	<i>To endorse the authorisation of S106 allocations, both from the enabling residential development H1 and smaller Strategic Park allocations identified to Conningbrook Lakes Country Park, to support infrastructure works that are compatible with the relevant Borough strategies, 2014 planning permission and the draft masterplan.</i>	Cllr Feacey	Len Mayatt	Open	6/1/19

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Elwick Road Development		Cllrs Clarkson/ Clokie	Paul McKenner	Exempt	21/1/20
26th March 2020					
Annual Pay Policy Statement (Including Review for 2020/21)	<i>A review of the annual Pay Policy Statement and Ashford Living Wage Allowance</i>	Cllr Pickering	Michelle Pecci/ Joy Cross	Open	15/3/19
Anti-Social Behaviour Policy	<i>To approve an ASB policy in order to ensure a clear organisational approach and commitment to managing and addressing ASB within the Borough. The policy will set out the obligations of all stakeholders including the CSU, Housing, Kent Police and Members.</i>	Vacant	Laurel Niven	Open	19/12/19
30th April 2020					
Corporate Plan – Approval to Commence Consultation on Draft Corporate Plan 2020		Cllr Clarkson	Lorna Ford/ Jennifer Shaw	Open	11/3/19
Economic Development Strategy		Cllr Clarkson	Tom Jenkins	Open	27/1/20
Carbon Neutral Action Plan		Cllr Clarkson	Laetitia Pancrazi	Open	27/1/20

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Amendments to Standing Orders – Corporate Property and Projects		Cllr Clokie	Simon Talijancic	Open	17/1/20
Chilham Conservation Area Management Plan		Cllr Shorter	Daniel Carter	Open	7/2/20
Ashford's Local Cycling and Walking Infrastructure Plan (LCWIP) Adoption 2019 – 2029		Cllr Feacey	Simon Harris	Open	11/2/20
28th May 2020					
Bockhanger Consultation – Outcomes		Cllr Barrett	Rebecca Wilcox	Open	30/10/19
25th June 2020					
Final Outturn 2019/20	<i>Final budget outturn for previous financial year.</i>	Cllr Bell	Maria Stevens	Open	14/6/19

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Corporate Performance Report (Quarter 4) and Annual Performance Report 2019/20	<i>To give Members and residents an overview of how the council is performing with a key performance 'snapshot' and the Annual Report will build upon the contents of quarterly performance monitoring, but will also include the following information – An Introduction from the Leader and Chief Executive; Facts and figures about Ashford; Timeline of key achievements in the Borough over the calendar year; Borough achievements; and a Financial Summary.</i>	Cllr Bell	Tom Swain	Open	14/6/19
30th July 2020					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Bell	Nic Stevens	Open (Exempt Appendix)	12/7/19
Corporate Plan - Report on Consultation Findings and Approval to Publish Corporate Plan 2020		Cllr Clarkson	Lorna Ford/ Jennifer Shaw	Open	11/3/19
27th August 2020					
KEEP CLEAR FOR HOLIDAYS					

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
24th September 2020					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Bell	Maria Stevens	Open	13/9/19
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	13/9/19
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	13/9/19
Section 106 Agreements – Annual Progress Report	<i>Focus on s106 contributions received in the last year, contributions secured in new agreements and projects that have been supported by s106 funding.</i>	Cllr Shorter	Tim Naylor	Open	13/9/19
29th October 2020					
26th November 2020					
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	2/12/19

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report.</i>	Cllr Bell	Maria Stevens	Open	2/12/19
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	2/12/19
Draft Budget 2021/22	<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	2/12/19
Council Tax Base 2021/22	<i>To present for approval the estimated 2021/22 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	2/12/19
17th December 2020					
Housing Revenue Account (HRA) Business Plan 2020-2050		Cllr Barrett	Sharon Williams	Open	31/12/19

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
28th January 2021					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Bell	Nic Stevens	Open (Exempt Appendix)	3/2/20

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

12/2/20