



## FORWARD PLAN AND EXEMPT CABINET REPORT LIST

**11 NOVEMBER 2015 TO 31 MAY 2016**

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 requires the Council to give 28 clear days' notice of any key decision or of any reports which the Cabinet intends to consider in private session.

### Key decisions

A key decision is an executive decision (taken by Cabinet or by officers on Cabinet's behalf) that is likely:

- a) To result in the Council spending or saving significantly against the Council's budget; or
- b) To be significant in terms of the effect on communities living or working in the district, in an area comprising two or more wards. However, decisions that impact on communities living or working in one ward will be treated as "key" if the impact is likely to be very significant

To help clarify what should be included as a key decision in this document, Thanet District Council has set the following thresholds:

Type of Decision	Threshold	Key Decision?
(a) Decisions involving expenditure within relevant budget approved by Council.	None.	No, unless significant effect on communities (i.e. it affects two or more wards or has a major impact within one ward)
(b) Decisions involving expenditure in excess of relevant budget approved by Council.	Any excess which exceeds the FPR virement rules.	Yes, if above threshold. If at or below threshold, a key decision if significant effect on communities (as above).
(c) Decisions on cash flow, investments and borrowings.	None.	No, unless significant effect on communities (as above).
(d) Decisions to make savings.	None.	No, unless significant effect on communities (as above).

If an executive decision does not fall into any of the above categories, it is included as non-key. Thanet District Council also includes in its published Forward Plan decisions affecting Policy Framework and Budget Setting. Other Council decisions may also be included if they have a significant impact on communities. In such cases, the decision type will be denoted as "other".

### Reports to be considered in private session

The second last column of the Plan indicates where a report is likely to contain exempt information and result in the public and press being asked to leave the meeting for the consideration of the whole or part of the item.

If you wish to make any representations relating to a proposal to hold part of a meeting in private due to the potential disclosure of exempt information, please contact Nicholas Hughes, Democratic Services Manager, PO Box 9, Cecil Street, Margate, Kent CT9 1XZ, [Nicholas.hughes@thanet.gov.uk](mailto:Nicholas.hughes@thanet.gov.uk), telephone number 01843 577208, at least 14 calendar days before the date of that meeting.

At least 5 clear (working) days before the meeting, the Council will publish on its website a notice giving details of representations received about why the meeting should be open to the public and a statement of its response.

The Plan represents a snapshot of decisions in the system as at the date of publication. It is updated 28 clear days before each meeting of Cabinet. The Plan is available for inspection at all reasonable hours free of charge at Thanet Gateway Plus, Cecil Street, Margate, Kent CT9 1RE.

### Availability of documents

Subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document listed in the Plan will be available from Thanet Gateway Plus, Cecil Street, Margate, Kent CT 9 1RE. Other documents relevant to those matters may be submitted to the decision makers; if that is the case, details of the documents as they become available can be requested by telephoning Democratic Services on 01843 577500 or by emailing [committee@thanet.gov.uk](mailto:committee@thanet.gov.uk).

The documents listed in the Plan will be published on the Council's website at least five clear (working) days before the decision date. Other documents will be published at the same time or as soon as they become available.

The Cabinet comprises the following Members who have responsibility for the portfolio areas shown:

Councillor Chris Wells

Councillor Lin Fairbrass

Councillor Derek Crow-Brown

Councillor John Townend

Councillor Suzanne Brimm

Councillor Hunter Stummer-Schmertzing

Leader of the Council

Deputy Leader of the Council and Cabinet Member for Community Services

Cabinet Member for Corporate Governance

Cabinet Member for Financial Services and Estates

Cabinet Member for Operational Services

Cabinet Member for Regeneration and Enterprise Services

## 11 November 2015 to 31 May 2016

Decision to be Considered	What the Decision will mean	1. Decision Path/ 2. Lead Officer	Lead Cabinet Member	For Decision by (in case of O & S, consultation date)	Decision Type	Details of any information likely to be considered in private under Schedule 12A of the Local Government Act 1972	Documents submitted to the Decision Maker
Budget Strategy 2016-17	Cabinet to agree the strategy for 2017-18 Budget	1.Cabinet  Overview & Scrutiny Panel 2.Tim Willis, Director of Corporate Resources and S151 Officer	Councillor John Townend, Cabinet Member for Financial Services and Estates	24 Nov 15  26 Nov 15	Key		Cabinet Report Overview & Scrutiny Panel report
Asset Management	To consider surplus assets	1.Cabinet 2.Director of Community Services	Councillor John Townend, Cabinet Member for Financial Services and Estates	24 Nov 15	Key		Cabinet report

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Revised Capital Programme 2015-16	Cabinet to agree the revised Capital Programme	1.Cabinet Council 2.Tim Willis, Director of Corporate Resources and S151 Officer	Councillor John Townend, Cabinet Member for Financial Services and Estates	24 Nov 15  3 Dec 15	Budget setting		Cabinet report  Council report
Budget Monitoring Qtr2	Cabinet to note the report and agree any financial changes	1.Cabinet 2.Tim Willis, Director of Corporate Resources and S151 Officer	Councillor John Townend, Cabinet Member for Financial Services and Estates	24 Nov 15	Non-Key		Cabinet report
Fees & Charges 2016/17	Council to agree fees and charges for 2016-17	1.Cabinet Council Overview & Scrutiny Panel 2.Tim Willis, Director of Corporate Resources and S151 Officer	Councillor John Townend, Cabinet Member for Financial Services and Estates	24 Nov 15  3 Dec 15  15 Dec 15	Policy Framework		Cabinet report  Council report  Overview & Scrutiny Panel report

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The determination of the licensing policy statement for the next five years	Compliance with the 2003 Licensing Act in reviewing the policy every five years	1.Council 2.Phil Bensted, Regulatory Services Manager	Councillor Lin Fairbrass, Deputy Leader of the Council and Cabinet Member for Community Services	3 Dec 15	Policy Framework		Council report
The determination of the gambling policy statement for the next three years	Compliance with the 2005 Gambling Act in reviewing the policy every three years.	1.Council 2.Phil Bensted, Regulatory Services Manager	Councillor Lin Fairbrass, Deputy Leader of the Council and Cabinet Member for Community Services	3 Dec 15	Policy Framework		Council report
Adoption of a Health & Safety Policy	A framework for Health and Safety Enforcement across the district.	1.Cabinet 2.Debbie Huckstep	Councillor Lin Fairbrass, Deputy Leader of the Council and Cabinet Member for Community Services	10 Dec 15	Non-Key		Cabinet report

Decision to be Considered	What the Decision will mean	1. Decision Path/ 2. Lead Officer	Lead Cabinet Member	For Decision by (in case of O & S, consultation date)	Decision Type	Details of any information likely to be considered in private under Schedule 12A of the Local Government Act 1972	Documents submitted to the Decision Maker
Mid Year Treasury Report 2015-16	G&A Committee, Cabinet and Council to note the Mid Year Treasury Report	1.Governance and Audit Committee  Cabinet  Council 2.Nicola Walker, Interim Head of Financial Services Tel: 01843 577236	Councillor John Townend, Cabinet Member for Financial Services and Estates	9 Dec 15  19 Jan 16  25 Feb 16	Key		Governance & Audit Committee report  Cabinet report  Council report
Budget and Medium Financial Plan 2016-2020	Cabinet to agree the draft budget	1.Cabinet  Council 2.Tim Willis, Director of Corporate Resources and S151 Officer	Councillor John Townend, Cabinet Member for Financial Services and Estates	19 Jan 16  4 Feb 16	Policy Framework		Cabinet report  Council report
Council Tax Base	To agree the base for Council Tax for budget setting	1.Cabinet 2.Tim Willis, Director of Corporate Resources and S151 Officer	Councillor John Townend, Cabinet Member for Financial Services and Estates	19 Jan 16	Budget setting		Cabinet report

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Treasury Management Strategy 2016-17	Cabinet to agree the Treasury Management Strategy	1.Cabinet Council 2.Tim Willis, Director of Corporate Resources and S151 Officer	Councillor John Townend, Cabinet Member for Financial Services and Estates	19 Jan 16 4 Feb 16	Key		Cabinet report  Council report
Project Motorhouse, Ramsgate	To consider the agreement with Project Motorhouse	1.Cabinet 2.Director of Community Services	Councillor Christopher T Wells, Leader of the Council	19 Jan 16	Key		Cabinet report
Pierremont Hall	Review progress of negotiations with the Town Council following their Community Right to Bid, and give consideration to a Community Asset Transfer or approve sale on the open market.	1.Cabinet 2.Lesley Trim, Estates Surveyor	Councillor John Townend, Cabinet Member for Financial Services and Estates	19 Jan 16	Key		Cabinet report
Retort House	To enable Cabinet to consider a Community asset Transfer if the Community Right to Bid does not proceed.	1.Cabinet 2.Lesley Trim, Estates Surveyor	Councillor John Townend, Cabinet Member for Financial Services and Estates	19 Jan 16	Key		Cabinet report

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Selective Licensing in Cliftonville West and Margate Central	Cabinet to determine whether to designate an area in Cliftonville West and Margate Central for the purposes of selective licensing	1. Overview & Scrutiny Panel  Cabinet 2. Richard Hopkins, Housing Regeneration Team Leader Tel: 01843 577402	Councillor Lin Fairbrass, Deputy Leader of the Council and Cabinet Member for Community Services	15 Dec 15  19 Jan 16	Key		Overview & Scrutiny Panel report  Cabinet report
Council Tax 2016-17	Council to agree Statutory Resolution	1. Council 2. Tim Willis, Director of Corporate Resources and S151 Officer	Councillor John Townend, Cabinet Member for Financial Services and Estates	25 Feb 16	Policy Framework		Council report
Corporate Performance Report Qtr3	Cabinet to note the performance of the Council to date	1. Corporate Performance Review Working Party  Cabinet 2. Nicola Walker, Interim Head of Financial Services Tel: 01843 577236	Councillor Christopher T Wells, Leader of the Council	Before 19 Feb 16  3 Mar 16	Non-Key		Corporate Performance Review Working Party report  Cabinet report



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Budget Monitoring Qtr3	Cabinet to note the report and agree any financial changes	1.Cabinet 2.Tim Willis, Director of Corporate Resources and S151 Officer	Councillor John Townend, Cabinet Member for Financial Services and Estates	3 Mar 16	Key		Cabinet report
Publication of pre-Submission draft Local Plan	Formal publication of Council's proposals for the future development plan for the district	1.Council Cabinet Overview & Scrutiny Panel 2.Adrian Verrall, Strategic Planning Manager	Councillor Lin Fairbrass, Deputy Leader of the Council and Cabinet Member for Community Services	Not before 31st May 16  Not before 31st May 16  Not before 31st May 16	Policy Framework		OSP report  Cabinet report  Council report
<p>NOTE</p> <p>*The decision on 'Selective Licensing in Cliftonville West and Margate Central' is Urgent and therefore should be exempt from call-in by the Overview &amp; Scrutiny Panel. The decision is Urgent because, if Cabinet decide to make a designation, it must, owing to statutory requirements, be confirmed on or before 20 January 2016 if a continuous selective licensing scheme is to be achieved. Calling in the decision would delay the making of a designation and prejudice the Council's interest in particular and that of the public in general.</p>							