



## FORWARD PLAN AND EXEMPT CABINET REPORT LIST

**8 MARCH 2017 TO 30 NOVEMBER 2017**

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, Committee 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

Leader of the Council

Councillor Lin Fairbrass

Deputy Leader of the Council and Cabinet Member for Community Services

Councillor Derek Crow-Brown

Cabinet Member for Corporate Governance

Councillor John Townend

Cabinet Member for Financial Services and Estates

Councillor Suzanne Brimm

Cabinet Member for Operational Services

Councillor Hunter Stummer-Schmertzing

Cabinet Member for Regeneration and Enterprise Services

## 08 March 2017 to 30 November 2017

| Decision to be Considered | What the Decision will mean           | 1. Decision Path/<br>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              |
|---------------------------|---------------------------------------|---|--|---|---------------|---|--|
| Asset Management Plan     | Adoption of the Asset Management Plan | 1. Overview & Scrutiny Panel<br><br>2. Tim Howes, Director of Corporate Governance and Monitoring Officer | Councillor John Townend, Cabinet Member for Financial Services and Estates | 14 Feb 17<br><br>9 Mar 17                             | Non-Key       |   | Overview & Scrutiny Panel report<br><br>Cabinet report |

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|---|--|---|--|---|------------------|---|--|
| Community Safety Partnership Plan 2017-20 | This ensures that the Council meets its statutory obligation of the Crime and Disorder Act 1998 in bringing together partners. | 1. Overview & Scrutiny Panel<br>Cabinet<br>Council<br>2. Jessica Bailey, Community Safety Coordinator                       | Councillor Lin Fairbrass, Deputy Leader of the Council and Cabinet Member for Community Services | 14 Feb 17<br>9 Mar 17<br>22 Mar 17                    | Policy Framework |   | OSP report<br>Cabinet report<br>Council report                         |
| Business Case, Single East Kent Council   | Consider the Business Case for the potential creation of a new single East Kent council  | 1. Cabinet<br>Overview & Scrutiny Panel<br>Cabinet<br>Council<br>2. Madeline Homer, Chief Executive Tel: 01843 577123       | Councillor Christopher T Wells, Leader of the Council  | 16 Feb 17<br>2 Mar 17<br>9 Mar 17<br>22 Mar 17        | Policy Framework |   | Extra Cabinet report<br>OSP report<br>Cabinet report<br>Council report |
| Performance Report Qtr3                   | Update on Qtr3 monitoring  | 1. Corporate Performance Review Working Party<br>Cabinet<br>2. Tim Willis, Director of Corporate Resources and S151 Officer | Councillor Derek Crow-Brown, Cabinet Member for Corporate Governance Services                    | 16 Feb 17<br>9 Mar 17                                 | Non-Key          |   | CPRWP report<br>Cabinet report   |

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|--|--|---|--|---|----------------|---|---|
| Budget Monitoring Qtr3   | Update on Qtr 3 monitoring   | 1.Cabinet<br>2.Tim Willis, Director of Corporate Resources and S151 Officer                         | Councillor John Townend, Cabinet Member for Financial Services and Estates | 9 Mar 17  | Non-Key        |   | Cabinet report                            |
| New on and off street parking schemes  | New phase in a selection of on and off parking schemes.  | 1.Cabinet<br>2.Trevor Kennett, Interim Head of Operational Services                                 | Councillor Suzanne Brimm, Cabinet Member for Operational Services          | 27 Apr 17   | Budget setting |   | Cabinet report                            |
| To introduce a Risk Based Verification policy for the administration of Housing Benefit / Council Tax Support claims | TDC introducing a policy which governs the amount & type of information that a benefit applicant has to supply to evidence their claim when claiming HB/CTS based on risk factors. | 1.Cabinet<br>2.Andrew Stevens, Assistant Director (Customer Delivery) EK Services Tel: 01227 862101 | Councillor John Townend, Cabinet Member for Financial Services and Estates | 27 Apr 17   | Key            | Part restricted and not for publication under Para 7 (information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime). The RBV policy contained with the Annex to the report must be confidential under instruction from the DWP. | Cabinet report                            |

| Decision to be Considered  | What the Decision will mean   | 1. Decision Path/<br>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 |
|--|---|---|--|---|---------------|--|---|
| Asset Disposals  | Selling or transferring of ownership of property/land currently owned by the Council                            | 1.Cabinet<br>2.Matthew Hill, Head of Asset Management               | Councillor John Townend, Cabinet Member for Financial Services and Estates | 27 Apr 17   | Key           | The exemption will be with regards to the item on disposal of Westcliffe Hall - Information relating to the financial or business affairs of any particular person (including the authority holding that information). | Cabinet report                            |
| To decide on the future capital development of the Council's CCTV system | To decide on which option should be pursued by officers for the future provision of the Council's CCTV service. | 1.Cabinet<br>2.Trevor Kennett, Interim Head of Operational Services | Councillor Suzanne Brimm, Cabinet Member for Operational Services          | 27 Apr 17   | Non-Key       | Commercially sensitive information from suppliers on costings for development of the system  | Cabinet report                            |
| To approve the parking strategic delivery plan 2017-2020                 | To agree the Council's parking delivery strategy  | 1.Cabinet<br>2.Trevor Kennett, Interim Head of Operational Services | Councillor Suzanne Brimm, Cabinet Member for Operational Services          | 27 Apr 17   | Non-Key       | Commercially sensitive information from suppliers on costings for development of the system.   | Cabinet report                            |

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|------------------------------------|---|---|---|---|---------------|---|---|
| 2016/17 Performance report         | Out turn report for the financial year                  | 1. Corporate Performance Review Working Party<br><br>Cabinet<br>2. Tim Willis, Director of Corporate Resources and S151 Officer | Councillor Derek Crow-Brown, Cabinet Member for Corporate Governance Services | 27 Jun 17<br><br>27 Jul 17                            | Non-Key       |   | CPRWP report<br><br>Cabinet report        |
| 2016/17 Finance report             | Out turn report for the financial year                  | 1. Cabinet<br>2. Tim Willis, Director of Corporate Resources and S151 Officer   | Councillor John Townend, Cabinet Member for Financial Services and Estates    | 27 Jul 17   | Non-Key       |   | Cabinet report                            |
| Quarter 1 Budget monitoring report | Update on the budget position and forecast for the year | 1. Cabinet<br>2. Tim Willis, Director of Corporate Resources and S151 Officer   | Councillor John Townend, Cabinet Member for Financial Services and Estates    | 27 Jul 17   | Non-Key       |   | Cabinet report                            |

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|------------------------------------|---|---|--|---|---------------|---|---|
| Quarter 2 Budget monitoring report | Update on the budget position and forecast for the year | 1.Cabinet<br>2.Councillor John Townend, Cabinet Member for Financial Services and Estates | Councillor John Townend, Cabinet Member for Financial Services and Estates | 16 Nov 17   | Non-Key       |   | Cabinet report                            |