FORWARD PLAN AND EXEMPT CABINET REPORT LIST

14 JUNE 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".

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<u>Reports to be considered in private session</u>

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, 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.

<u>Availability of documents</u>

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.

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.

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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

14 June 2017 to 30 November 2017

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
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 2.Andrew Stevens, Assistant Director (Customer Delivery) EK Services Tel: 01227 862101	Councillor John Townend, Cabinet Member for Financial Services and Estates	15 Jun 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

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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
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 2.Trevor Kennett, Interim Head of Operational Services	Councillor Suzanne Brimm, Cabinet Member for Operational Services	15 Jun 17	Non-Key	Commercially sensitive information from suppliers on costings for development of the system	Cabinet report
2016/17 Performance report	Out turn report for the financial year	1.Corporate Performance Review Working Party Cabinet 2.Tim Willis, Director of Corporate Resources and S151 Officer	Councillor Derek Crow-Brown, Cabinet Member for Corporate Governance Services	27 Jun 17 27 Jul 17	Non-Key		CPRWP report Cabinet report
2016/17 Finance report	Out turn report for the financial year	1.Cabinet 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
Closure of Ramsgate District Office	The Ramsgate District Office will close to the public from 1st September 2017.	1.Director of Shared Services (EK Services) 2.Dominic Whelan, Director of Shared Services	Cabinet Member for Financial Services and Estates	Before 1 Sep 17	Key		

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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
Quarter 1 Budget monitoring report	Update on the budget position and forecast for the year	1.Cabinet 2.Tim Willis, Director of Corporate Resources and S151 Officer	Councillor John Townend, Cabinet Member for Financial Services and Estates	19 Sep 17	Non-Key		Cabinet report
Quarter 2 Budget monitoring report	Update on the budget position and forecast for the year	1.Cabinet 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

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