



## FORWARD PLAN AND EXEMPT CABINET REPORT LIST

**10 OCTOBER 2018 TO 31 MARCH 2019**

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 Bob Bayford	Leader of the Council
Councillor Jason Savage	Deputy Leader of the Council and Cabinet Member for Operational Services
Councillor Ash Ashbee	Cabinet Member for Corporate Governance and Coastal Development
Councillor Ian Gregory	Cabinet Member for Financial Services and Estates
Councillor Lesley Game	Cabinet Member for Housing and Safer Neighbourhoods

## 10 October 2018 to 31 March 2019

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 consider and approve an amended RIPA Policy & Procedures Guidance Note for 2018/19 and to receive the annual report on the use of RIPA in 2017/18	The adopted RIPA Policy requires the Council to receive an annual report on the use made of RIPA powers in the previous year. It was also timely to review the RIPA Policy & Procedures Guidance Note at the same time to reflect any recent practice changes.	1.Cabinet 2.Trevor Kennett, Head of Operational Services	Councillor Jason Savage, Deputy Leader and Cabinet Member for Operational Services	18 Sep 18	Non-Key		Cabinet report

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Food Law Service Plan and Enforcement Policy	That the Public Protection team will continue to ensure that food intended for human consumption is produced, stored, handled or purchased within Thanet is without risk to public health and safety of the consumer.	1.Cabinet  Executive, Policy & Community Safety Scrutiny Panel  Cabinet  Council 2.Debbie Huckstep	Councillor Lesley Ann Game, Cabinet Member for Housing and Safer Neighbourhoods	18 Sep 18  27 Sep 18  18 Oct 18  6 Dec 18	Policy Framework		Cabinet report Executive Scrutiny Panel report 2nd Cabinet report Council report
Asset Management - The Museums	Consideration of the most appropriate use of council assets in relation to museums and wider asset management objectives.	1.Cabinet 2.Edwina Crowley, Interim Head of Asset Management	Councillor Ian Gregory, Cabinet Member for Financial Services and Estates	18 Oct 18	Non-Key		Cabinet report
Allocations Policy	Agreeing how social homes are allocated in the district.	1.Cabinet  Executive, Policy & Community Safety Scrutiny Panel  Cabinet 2.Bob Porter, Head of Housing and Planning	Councillor Lesley Ann Game, Cabinet Member for Housing and Safer Neighbourhoods	18 Oct 18  13 Nov 18  15 Jan 19	Key		Cabinet report Executive Scrutiny Panel report 2nd 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
Fees and Charges 2019-20	To consider the Fees and Charges report for 2019-20	1.Cabinet  Finance, Budget & Performance Scrutiny Panel  Council 2.Gary Whittaker, Interim Head of Financial & Procurement Services	Councillor Ian Gregory, Cabinet Member for Financial Services and Estates	15 Nov 18  20 Nov 18  6 Dec 18	Non-Key		Cabinet report Finance Scrutiny Panel report Council report
Housing Acquisition Programme	This will enable the council to purchase off the shelf developments to expand the Council's rented stock. The funds will be specifically ring fenced to Ramsgate post codes.	1.Cabinet 2.Bob Porter, Head of Housing and Planning	Councillor Lesley Ann Game, Cabinet Member for Housing and Safer Neighbourhoods	15 Nov 18	Key		Cabinet report
Treasury Management Strategy and Annual Investment Strategy – Mid Year Review report 2018-19	To consider the Treasury Management Strategy and Annual Investment Strategy – Mid Year Review report 2018-19	1.Governance and Audit Committee  Cabinet  Council 2.Gary Whittaker, Interim Head of Financial & Procurement Services	Councillor Ian Gregory, Cabinet Member for Financial Services and Estates	5 Dec 18  15 Jan 19  7 Feb 19	Non-Key		G&A Committee report Cabinet report Council report

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Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2019-20	To agree the Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2019-20	1.Governance and Audit Committee  Cabinet  Council 2.Gary Whittaker, Interim Head of Financial & Procurement Services	Councillor Ian Gregory, Cabinet Member for Financial Services and Estates	5 Dec 18  15 Jan 19  7 Feb 19	Non-Key		G&A Committee report Cabinet report Council report
Corporate Risk Management - Quarterly Risk Review	Update on the Corporate Risks	1.Governance and Audit Committee 2.	Councillor Ian Gregory, Cabinet Member for Financial Services and Estates	5 Dec 18	Non-Key		G&A Committee report
Q2 Budget Monitoring	Q2 update of the 2018/19 Budget position	1.Cabinet 2.Gary Whittaker, Interim Head of Financial & Procurement Services	Councillor Ian Gregory, Cabinet Member for Financial Services and Estates	13 Dec 18	Non-Key		Cabinet report
Council Tax Base 2019-20 Report	To agree the Council Tax Base for 2019-20	1.Cabinet 2.Gary Whittaker, Interim Head of Financial & Procurement Services	Councillor Ian Gregory, Cabinet Member for Financial Services and Estates	15 Jan 19	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
Budget 2019-20 Report	To consider the Budget report for 2019-20	1.Cabinet  Finance, Budget & Performance Scrutiny Panel  Cabinet  Council 2.Gary Whittaker, Interim Head of Financial & Procurement Services	Councillor Ian Gregory, Cabinet Member for Financial Services and Estates	15 Jan 19  24 Jan 19  29 Jan 19  7 Feb 19	Non-Key		Cabinet report Finance Scrutiny Panel report 2nd Cabinet report Council report
Review of Contaminated Land Strategy	The strategy will be updated following installation of new contaminated land system and prioritization exercise.	1.Cabinet 2.Morgan Sproates, Environmental Protection Manager	Councillor Lesley Ann Game, Cabinet Member for Housing and Safer Neighbourhoods	29 Jan 19	Non-Key		Cabinet report
2019-20 Council Tax Resolution	To set the Council Tax for 2019-20, including the precepts.	1.Council 2.Gary Whittaker, Interim Head of Financial & Procurement Services	Councillor Ian Gregory, Cabinet Member for Financial Services and Estates	28 Feb 19	Non-Key		Council report