



## FORWARD PLAN AND EXEMPT CABINET REPORT LIST

**8 NOVEMBER 2012 TO 2 MAY 2013**

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 and 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 and Exempt Cabinet Report List 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 may 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 Democratic Services, PO Box 9, Cecil Street, Margate, Kent CT9 1XZ, [Committee@thanet.gov.uk](mailto:Committee@thanet.gov.uk), telephone number 01843 577200 at least 14 calendar days in advance of the date of the Cabinet meeting.

At least five 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 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 CT9 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 Clive Hart

Leader of the Council and Cabinet Member for Corporate Regulatory and Strategic Economic Development Services

Councillor Alan Poole

Deputy Leader of the Council and Cabinet Member for Commercial Services

Councillor Iris Johnston

Cabinet Member for Community Services

Councillor David Green

Cabinet Member for Housing and Planning

Councillor Michelle Fenner

Cabinet Member for Business Services

Councillor Rick Everitt

Cabinet Member for Financial Services

## 8 November 2012 to 2 May 2013

Decision to be Considered	What the Decision will mean	1. Decision Path/ 2. Lead Officer	Lead Cabinet Member	For Decision by	Decision Type	Details of any exempt information to be considered when the decision is taken	Documents submitted to the Decision Maker
XXXXX	YYY	1.Cabinet 2.Philip Hamberger, Director of Corporate Services and Transformation	Councillor Clive Hart, Leader of the Council and Cabinet Member for Corporate Regulatory and Strategic Economic Development Services	8 Nov 12	Key	Part of this report is exempt from disclosure on the grounds that it contains information relating to an individual under Paragraph 1 of Schedule 12A of the Local Government Act 1972 and, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	Cabinet Report

Key Decision to be Considered	What the Decision will mean	1. Decision Path/ 2. Lead Officer	Lead Cabinet Member	For Decision by	Decision Type	Details of any exempt information to be considered when the decision is taken	Documents submitted to the Decision Maker
Tenancy Strategy	Develop a Tenancy Strategy for Thanet	1.Cabinet  Cabinet  Council 2.Craig George, Housing Services Manager Tel: 01843 577220	Councillor David Green, Cabinet Member for Housing and Planning	8 Nov 12  22 Jan 13  28 Feb 13	Key		Tenancy Strategy
Localisation of Council Tax Discount Scheme	To approve a localised Council Tax Discount Scheme	1.Cabinet  Council 2.Sarah Martin, Financial Services Manager and Deputy S.151 Officer Tel: 01843 577617	Cabinet Member for Financial Services, Cabinet Member for Business Services	8 Nov 12  6 Dec 12	Key		Report to Cabinet
2012-2013 Report on progress against Corporate Plan	Report No. 1 on progress against the Corporate Plan 2012-2016	1.Cabinet 2.Adrian Halse, Policy and Business Planning Manager	Councillor Michelle Fenner, Cabinet Member for Business Services	8 Nov 12	Non-Key		Cabinet report
Risk Management Strategy	Corporate document reviewed and updated as necessary	1.Cabinet 2.Nikki Morris, Business Support & Compliance Manager	Councillor Michelle Fenner, Cabinet Member for Business Services	8 Nov 12	Non-Key		Cabinet Report Risk Management Strategy

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Refresh of Kent Joint Waste Management Strategy	That the Council formally adopts changes made to the joint waste management strategy since its original adoption. The main aims of the strategy are not significantly affected by the refresh.	1.Cabinet  Council 2.Mark Seed, Director of Operations Tel: 01843 577742	Councillor Alan Poole, Deputy Leader of the Council and Cabinet Member for Commercial Services	8 Nov 12  6 Dec 12	PFP		Draft of refreshed strategy and covering report
Budget Monitoring	Update on latest budget monitoring position	1.Cabinet  Cabinet 2.Sarah Martin, Financial Services Manager and Deputy S.151 Officer Tel: 01843 577617	Councillor Rick Everitt, Cabinet Member for Financial Services	8 Nov 12  22 Jan 13	Non-Key		Cabinet 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.Cabinet  Council 2.Phil Bensted, Regulatory Services Manager	Councillor Clive Hart, Leader of the Council and Cabinet Member for Corporate Regulatory and Strategic Economic Development Services	8 Nov 12  6 Dec 12	Policy Framework		Report

Key Decision to be Considered	What the Decision will mean	1. Decision Path/ 2. Lead Officer	Lead Cabinet Member	For Decision by	Decision Type	Details of any exempt information to be considered when the decision is taken	Documents submitted to the Decision Maker
Draft budget proposals	Will outline budget strategy and the draft budget figures. The final report will also include the treasury management strategy.	1.Cabinet  Cabinet  Council 2.Sarah Martin, Financial Services Manager and Deputy S.151 Officer Tel: 01843 577617	Councillor Rick Everitt, Cabinet Member for Financial Services	8 Nov 12  22 Jan 13  7 Feb 13	Budget setting		Budget working papers
Design for Future Climate Change	Accept Recommendations from Consultants	1.Cabinet  Council 2.Rob Hetherington, Economic Development and Regeneration Manager	Councillor Mrs Iris Johnston, Cabinet Member for Community Services	Not before 1st Nov 12  Not before 6th Dec 12	Key		Bid Document Agreement with the Technology Strategy Board
Excellent Homes for All (EHFA) - Signing of the Project Agreement, Back to Back Agreement and Risk Sharing	The delivery of supported housing schemes in Kent to include extra care and mental health accommodation in Thanet	1.Cabinet 2.Craig George, Housing Services Manager Tel: 01843 577220	Councillor David Green, Cabinet Member for Housing and Planning	Not before 1st Dec 12	Key		Project Agreement and Back to Back Agreement

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Approval of Economic Development Strategy	An adoption of Economic Development Strategy	1.Cabinet 2.Rob Hetherington, Economic Development and Regeneration Manager	Councillor Clive Hart, Leader of the Council and Cabinet Member for Corporate Regulatory and Strategic Economic Development Services	Not before 1st Dec 12	Key		Final Strategy
Housing Strategy	To agree final document based on consultation response.	1.Cabinet Council 2.Madeline Homer, Director of Community Services Tel: 01843 577123	Councillor David Green, Cabinet Member for Housing and Planning	22 Jan 13 7 Feb 13	Key		Strategy
Thanet Parking Policy 2013-14	Policy on parking issues in Thanet, including fees and charges for 2013-2014	1.Cabinet 2.Mark Seed, Director of Operations Tel: 01843 577742	Councillor Alan Poole, Deputy Leader of the Council and Cabinet Member for Commercial Services	22 Jan 13	Key		The Big Parking Review Summary Parking Policy 2012-2013

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Community Right to Bid (Assets of Community Value) - Localism Act 2011	Having a process for determining an asset of community value	1.Cabinet 2.Janice Wason, Community Development Manager, Robin Haves, Property Manager	Deputy Leader of the Council and Cabinet Member for Commercial Services, Cabinet Member for Community Services	Not before 1st Jan 13	Key		Cabinet Report
Local authority mortgage scheme	If approved, the council will enter into the Kent-wide mortgage scheme	1.Cabinet  Council 2.Sarah Martin, Financial Services Manager and Deputy S.151 Officer Tel: 01843 577617	Councillor David Green, Cabinet Member for Housing and Planning	Before 1 Feb 13  Before 1 Mar 13	Key		Copies of documentation from lender and sector
Allocation Policy	An updated lettings policy for affordable housing adopted for the Thanet district, which includes local lettings plans for specific sites, including tower blocks	1.Cabinet  Council 2.Victoria May, Housing Options Manager	Councillor David Green, Cabinet Member for Housing and Planning	28 Mar 13  18 Apr 13	Key		Draft policy
Revised Procurement Strategy	Revised Procurement Strategy adopted	1.Cabinet 2.Karen Paton, Strategic Procurement Manager	Councillor Michelle Fenner, Cabinet Member for Business Services	28 Mar 13	Non-Key		Cabinet Report and Strategy Document



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2012-2013 Further report on progress against Corporate Plan	Report No. 2 on progress against the Corporate Plan 2012-2016	1.Cabinet 2.Adrian Halse, Policy and Business Planning Manager	Councillor Michelle Fenner, Cabinet Member for Business Services	28 Mar 13	Non-Key		Cabinet report
Port Master Plan	Establish the Ramsgate Port & Harbour Master plan Cabinet Advisory Group to provide some steer for the development of the Port Master plan  Development, consultation and adoption of a Port Master Plan	1.Cabinet 2.Mark Seed, Director of Operations Tel: 01843 577742	Councillor Alan Poole, Deputy Leader of the Council and Cabinet Member for Commercial Services	28 Mar 13	Key		Draft Master Plan
A Disabled Facilities Grant (DFG) Policy	We will have a clear approach to DFG delivery	1.Cabinet 2.Tanya Wenham, Housing Regeneration Manager	Councillor David Green, Cabinet Member for Housing and Planning	2 May 13	Key		Cabinet Report and Policy Document
Asset Management Strategy	10 May 2012: Proposed adoption of the Interim Asset Disposal Plan 2012-13 Before 1 January 2014: Produce 2014-18 Asset Management Strategy / Plan	1.Cabinet  Cabinet 2.Mark Seed, Director of Operations Tel: 01843 577742	Cabinet Member for Community Services, Deputy Leader of the Council and Cabinet Member for Commercial Services	10 May 12  Not before 1st Jan 14	Key		Existing Asset Management Strategy 2007-2011 and its performance (Rejected 2011) Interim report to Cabinet