



## FORWARD PLAN AND EXEMPT CABINET REPORT LIST

**25 APRIL 2013 TO 14 NOVEMBER 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 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 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 Clive Hart

Leader of the Council and Cabinet Member for Economic Development and Regeneration Services

Councillor Alan Poole

Deputy Leader of the Council and Cabinet Member for Operational Services

Councillor Iris Johnston

Cabinet Member for Community Services

Councillor David Green

Cabinet Member for Housing and Planning Services

Councillor Michelle Fenner

Cabinet Member for Business, Corporate and Regulatory Services

Councillor Rick Everitt

Cabinet Member for Financial Services

## 25 April 2013 to 14 November 2013

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 exempt information to be considered when the decision is taken	Documents submitted to the Decision Maker
Equality Policy	The current comprehensive Equality Policy will be replaced by a new policy.	1.Cabinet Overview and Scrutiny Panel Cabinet Council 2.Sarah Carroll, Strategic Organisational Development Manager	Councillor Michelle Fenner, Cabinet Member for Business, Corporate and Regulatory Services	28 Mar 13 30 Apr 13 20 Jun 13 11 Jul 13	PFP		Draft Policy Action Plan Equality Impact Assessment

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Agreement of Community Safety Partnership Plan for 2013-14	This ensures that the Council meets its statutory obligation of the Crime and Disorder Act 1998 in bringing together partners	1. Overview and Scrutiny Panel Cabinet Council 2. Martyn Cassell, Community Safety and Leisure Manager	Councillor Mrs Iris Johnston, Cabinet Member for Community Services	23 Apr 13 25 Apr 13 16 May 13	PFP		Community Safety Partnership Plan, 2013-2014
Seeking approval of Thanet Air Quality Action Plan 2013	Compliance with the requirements of Part IV of The Environment Act 1995	1. Cabinet 2. Morgan Sproates, Environmental Protection Manager	Councillor Michelle Fenner, Cabinet Member for Business, Corporate and Regulatory Services	25 Apr 13	Key		Report and Action Plan
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 Services	29 May 13 11 Jul 13	Key		Copies of documentation from lender and sector

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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. Overview and Scrutiny Panel  Overview and Scrutiny Panel  Cabinet  Council 2. Victoria May, Housing Options Manager	Councillor David Green, Cabinet Member for Housing and Planning Services	15 Jan 13  23 Apr 13  29 May 13  11 Jul 13	Policy Framework		Draft policy
Tenancy Strategy	Develop a Tenancy Strategy for Thanet	1. Overview and Scrutiny Panel  Cabinet  Council 2. Craig George, Housing Services Manager Tel: 01843 577220	Councillor David Green, Cabinet Member for Housing and Planning Services	28 May 13  29 May 13  11 Jul 13	PFP		Tenancy Strategy
Approval of Economic Development Strategy	An adoption of Economic Development Strategy	1. Overview and Scrutiny Panel  Cabinet 2. Rob Hetherington, Economic Development and Regeneration Manager	Councillor Clive Hart, Leader of the Council and Cabinet Member for Economic Development and Regeneration Services	28 May 13  29 May 13	Key		Final Strategy

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Design for Future Climate Change	Accept Recommendations from Consultants	1. Overview and Scrutiny Panel  Cabinet  Council 2. Rob Hetherington, Economic Development and Regeneration Manager	Councillor Mrs Iris Johnston, Cabinet Member for Community Services	28 May 13  20 Jun 13  11 Jul 13	Key		Bid Document Agreement with the Technology Strategy Board
Thanet Parking Policy 2013-14	Policy on parking issues in Thanet, including fees and charges for 2013-2014	1. Overview and Scrutiny Panel  Cabinet  Council 2. Mark Seed, Director of Operations Tel: 01843 577742	Councillor Alan Poole, Deputy Leader of the Council and Cabinet Member for Operational Services	28 May 13  20 Jun 13  11 Jul 13	Key		The Big Parking Review Summary Parking Policy 2012-2013
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. Overview and Scrutiny Panel  Cabinet  Council 2. Mark Seed, Director of Operations Tel: 01843 577742	Councillor Alan Poole, Deputy Leader of the Council and Cabinet Member for Operational Services	28 May 13  20 Jun 13  11 Jul 13	Key		Draft Master Plan

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 exempt information to be considered when the decision is taken	Documents submitted to the Decision Maker
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 Services	Before 1 Aug 13	Key		Project Agreement and Back to Back Agreement
Revised Procurement Strategy	Revised Procurement Strategy adopted	1.Cabinet 2.Karen Paton, Strategic Procurement Manager	Councillor Michelle Fenner, Cabinet Member for Business, Corporate and Regulatory Services	1 Aug 13	Non-Key		Cabinet Report and Strategy Document
Budget Outturn Report	To present the budget outturn for 2012/13 for General Fund, Housing Revenue Account and Capital Programmes	1.Cabinet 2.Sarah Martin, Financial Services Manager and Deputy S.151 Officer Tel: 01843 577617	Councillor Rick Everitt, Cabinet Member for Financial Services	1 Aug 13	Non-Key		Covering report with annex
A Disabled Facilities Grant (DFG) Policy	We will have a clear approach to DFG delivery	1.Overview and Scrutiny Panel  Cabinet 2.Tanya Wenham, Housing Regeneration Manager	Councillor David Green, Cabinet Member for Housing and Planning Services	22 Oct 13  14 Nov 13	Key		Cabinet Report and Policy Document