



## FORWARD PLAN AND EXEMPT CABINET REPORT LIST

**21 JANUARY 2014 TO 10 JULY 2014**

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 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 Clive Hart

Leader of the Council and Cabinet Member for Strategic Economic Development 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

## 21 January 2014 to 10 July 2014

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
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. Overview and Scrutiny Panel  2. Lauren Hemsley, Senior Housing Strategy Officer Tel: 01843 577062	Councillor David Green, Cabinet Member for Housing and Planning Services	Tuesday, 14 Jan 14  Tuesday, 21 Jan 14	Key		Project Agreement and Back to Back Agreement

<b>Decision to be Considered</b>	<b>What the Decision will mean</b>	<b>1. Decision Path/ 2. Lead Officer</b>	<b>Lead Cabinet Member</b>	<b>For Decision by (in case of O &amp; S, consultation date)</b>	<b>Decision Type</b>	<b>Details of any information likely to be considered in private under Schedule 12A of the Local Government Act 1972</b>	<b>Documents submitted to the Decision Maker</b>
To restrict overnight parking in Leopold Street, Ramsgate	If suggested option taken, parking on 1st floor upwards	1.Cabinet 2.David Gonzalez, Commercial Services Manager	Councillor Alan Poole, Deputy Leader of the Council and Cabinet Member for Operational Services	Tuesday, 21 Jan 14	Non-Key		Cabinet report
Budget Monitoring	Update on the latest budget monitoring position for 2013/14 against the 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	Tuesday, 21 Jan 14	Non-Key		Cabinet Report
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	Tuesday, 21 Jan 14	Non-Key		Cabinet Report and Strategy Document

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Draft budget proposals	Will outline budget strategy and the draft budget figures for the General Fund, Housing Revenue Account and Capital Programmes. It will also present the draft fees and charges schedule. The final report will also include the treasury management strategy.	1.Cabinet Council Cabinet Council 2.Sarah Martin, Financial Services Manager and Deputy S.151 Officer Tel: 01843 577617	Councillor Rick Everitt, Cabinet Member for Financial Services	Thursday, 14 Nov 13  Thursday, 5 Dec 13  Tuesday, 21 Jan 14  Thursday, 6 Feb 14	Budget setting		Budget working papers
To agree the mid-year treasury management report	Will detail treasury management performance for the first half of 2013/14	1.Governance and Audit Committee Cabinet Council 2.Sarah Martin, Financial Services Manager and Deputy S.151 Officer Tel: 01843 577617	Councillor Rick Everitt, Cabinet Member for Financial Services	Wednesday, 11 Dec 13  Tuesday, 21 Jan 14  Thursday, 6 Feb 14	Non-Key		Report

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Adoption of Asset Management Strategy	A strategy that will document a structured and programmed approach to the long-term management of the council's commercial property portfolio. The strategy will include a plan to provide a clear statement of why and how the property portfolio is to change and the proposed management direction.	1. Overview and Scrutiny Panel  Cabinet 2. Edwina Crowley, Property Manager	Councillor Rick Everitt, Cabinet Member for Financial Services	Tuesday, 11 Mar 14  Thursday, 3 Apr 14	Key		Draft Asset Management Strategy
Allotment Policy 2014-2019	This policy gives guidance for the management of the allotments managed by Thanet District Council	1. Cabinet 2. Paul Verrall, Parks and Coast Manager	Councillor Alan Poole, Deputy Leader of the Council and Cabinet Member for Operational Services	Thursday, 3 Apr 14	Non-Key		Report to follow consultation

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
CIPFA (The Chartered Institute of Public Finance and Accountancy) Code of Practice on Treasury Management	The CIPFA Code recommends that certain clauses/delegations are confirmed by Council. This report therefore seeks this approval. The report will also go to the Constitutional Review Working Party.	1.Governance and Audit Committee  Standards Committee  Cabinet  Council 2.Sarah Martin, Financial Services Manager and Deputy S.151 Officer Tel: 01843 577617	Councillor Rick Everitt, Cabinet Member for Financial Services	Wednesday, 11 Dec 13  Thursday, 6 Mar 14  Thursday, 3 Apr 14  Thursday, 24 Apr 14	Non-Key		
Agreement of Community Safety Partnership Plan for 2014-2015	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	Tuesday, 11 Mar 14  Thursday, 3 Apr 14  Thursday, 24 Apr 14	Policy Framework		Copy of 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 information likely to be considered in private under Schedule 12A of the Local Government Act 1972	Documents submitted to the Decision Maker
Thanet Parking Policy 2014-16	TDC Parking Policy	1. Overview and Scrutiny Panel  Cabinet 2. Mark Seed, Director of Operations Tel: 01843 577742	Councillor Alan Poole, Deputy Leader of the Council and Cabinet Member for Operational Services	Tuesday, 29 Apr 14  Thursday, 19 Jun 14	Non-Key		
Homeless Strategy 2014-2019	An adopted East Kent Strategy, which will cover Thanet and fulfil the statutory requirement to have a homeless strategy (Homeless Act 2002)	1. Cabinet  Cabinet  Council 2. Ashley Stacey, Strategic Housing Officer	Councillor David Green, Cabinet Member for Housing and Planning Services	Thursday, 3 Apr 14  Thursday, 19 Jun 14  Thursday, 10 Jul 14	Policy Framework		Draft Homeless Strategy 2014-2019 for consultation Final Homeless Strategy 2014-2019 for adoption