

HASTINGS BOROUGH COUNCIL

Forward Plan of Cabinet Decisions – 1 September to 31 December 2013

The Council is required to publish a forward plan of all key decisions to be taken in the following four months. The first plan commenced on 1st November 2001 and is updated monthly. Since April 2004 the Forward Plan has been expanded to show details of all decisions that the Cabinet intends to take.

The Plan shows:-

- When those decisions will be made
- Who will make the decisions
- What the consultation arrangements are
- What documents relating to those decisions are available

The Council has determined that the Cabinet will make decisions collectively and individual Councillors will not therefore make decisions on their own other than in cases of urgency. The Council has determined that officers will not be taking key decisions on behalf of the Council or the Cabinet.

Meetings of the Cabinet are held monthly and may be at various locations around Hastings and St Leonards. They are open to members of the public. Information about the time and venue for a particular meeting may be obtained from the agenda (available at the Hastings Information Centre, address below), from the Councils website or from the Committee Administration Section (Telephone: (01424) 451764, or e-mail committee_admin@hastings.gov.uk).

The Council has decided that key decisions will include decisions that involve expenditure or savings of above £250,000. It also includes decisions which although not having a significant financial effect nevertheless have a significant effect on communities living or working in an area comprising two or more wards.

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 came into effect on 10th September 2012. These regulations require that the Council gives 28 clear days notice of any decision it intends to make in private (other than in cases of urgency wherein other processes need to be followed). The column in the attached table identifies whether or not each individual item will be wholly or partly decided on in private, and will give a statement of reasons for doing so. Members of the public may make representations to the Council before the date of the meeting as to why they consider the meeting should be held in public – the council will publish these representations at least five-clear working days before the decision is taken. For more information, please contact the Chief Legal Officer on 451731 or e-mail CBarkshire-Jones@hastings.gov.uk

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Copies of the documents referred to in the plan may be obtained from the contact officer whose name, telephone number and email address appear at the end of the plan. The plan is available for inspection during opening hours free of charge at the Council offices at the Hastings Information Centre, Queen's Square, Priory Meadow, Hastings, TN34 1TL. The Plan will also be published on the Council's Website.

If you have any questions about the Forward Plan please contact Michael Courts, Democratic Services Support Officer at Aquila House on 01424-451764 or e-mail him at mcourts@hastings.gov.uk

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Cabinet 9 September 2013					
<u>Report title</u>	<u>Key decision</u>	<u>What is it about</u>	<u>Consultation and Timetable / Documents</u>	<u>Responsible Officer / Lead Member</u>	<u>Item wholly or in part to be decided in private?</u>
Petition – Anti Street Drinking in Central St Leonards	No	To respond to a petition requesting new measures to be taken to tackle the growing number of street drinkers in Central St Leonards	N/A	Richard Homewood, Director of Environmental Services Councillor Jay Kramer	No
Parking Provision in New Developments – New Guidance from East Sussex County Council	Yes	The report will set out the responses received to public consultation on new guidance for parking provision in new development from East Sussex County Council and recommends whether to adopt new guidance.	Six week period from May to June	Monica Adams-Acton, Head of Regeneration and Planning Policy Councillor Peter Chowney	No

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Insurance Renewal Options	Yes	<p>To decide whether the Council extends the current insurance by one year or accepts the proposal put forwards by the East Sussex Procurement Hub. The East Sussex Procurement Hub is likely to seek Hastings BC's approval to join in with them as our commitment will strengthen their buying power.</p> <p>The report will also seek delegated authority to award the contract.</p>	<p>No</p> <p>(Insurance arrangements to be in place by 1 April 2014)</p>	<p>Peter Grace, Head of Finance</p> <p>Councillor Jeremy Birch</p>	No
Variable Message Car Park Signage Scheme	Yes	Proposal for introduction of intelligent car park signage	N/A	<p>Richard Homewood, Director of Environmental Services</p> <p>Councillor Jay Kramer</p>	No

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Scrap Dealer Act 2013	Yes	To inform members of the recent changes to national legislation and the requirements it places onto Local authorities. To authorise the Director of Environmental services to set up local procedures and propose a set of fees as required under the Act.	N/A	Richard Homewood, Director of Environmental Services Councillor Jay Kramer	No
Proposals for use of remaining Parking Surplus	No	Set out proposed uses for the balance of the On Street parking surplus	N/A	Richard Homewood, Director of Environmental Services Councillor Jay Kramer	No

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Charity Committee 30 September 2013					
<u>Report title</u>	<u>Key decision</u>	<u>What is it about</u>	<u>Consultation and Timetable / Documents</u>	<u>Responsible Officer / Lead Member</u>	<u>Item wholly or in part to be decided in private?</u>
Variable Message Car Park Signage Scheme	Yes	Proposals for introduction of intelligent car park signage	N/A	Richard Homewood, Director of Environmental Services Councillor John Hodges	No
Foreshore Trust – Small Grants	Yes	Presenting the recommendations of the Grants Advisory Panel for approval or rejection of applications received for funding under the Foreshore Trust Small Grants Programme for 2013-14	N/A	Monica Adams-Acton, Head of Regeneration and Planning Policy Councillor John Hodges	No
Annual Report and Final Accounts	Yes	Report on 2012/13 financial out-turn	N/A	Peter Grace Head of Finance Councillor John Hodges	No
Foreshore Trust Financial Report	No	To update the Committee on the financial position of the Trust	N/A	Peter Grace Head of Finance Councillor John Hodges	No

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Land at Marine Parade - Hastings and St Leonards Angling Association	Yes	To seek approval to renew the lease	N/A	Peter Grace Head of Finance Councillor John Hodges	No
Seafront Play & Exercise equipment	No	Evaluation of the seafront equipment and proposals for enhancements	N/A	Virginia Gilbert, Head of Amenities, Resorts and Leisure Councillor John Hodges	No

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Cabinet 7 October 2013					
<u>Report title</u>	<u>Key decision</u>	<u>What is it about</u>	<u>Consultation and Timetable / Documents</u>	<u>Responsible Officer / Lead Member</u>	<u>Item wholly or in part to be decided in private?</u>
Hastings & St Leonards Homelessness Strategy	Yes	Report back on public consultation relating to HBC Homelessness Strategy and adoption of the Strategy.	N/A	Andrew Palmer, Head of Housing and Planning Services Councillor Kim Forward	No
Renewal Area Extension	Yes	Report on work undertaken to consider an extension of the existing St Leonards Housing Renewal Area post Dec 2013	N/A	Andrew Palmer, Head of Housing and Planning Services Councillor Kim Forward	No
Environmental Health Prosecution Policy	Yes	Enviro-crime and the issue of Fixed Penalty Notices.	N/A	Christine Barkshire-Jones, Chief Legal Officer Councillor Jay Kramer	No
Sex Establishment Policy - Review of numbers and development of a policy	Yes	To propose a policy on the appropriate number of sex establishments in the Hastings Borough.	N/A	Richard Homewood, Director of Environmental Services Councillor Jay Kramer	No

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Street Trading Policy	Yes	To propose a revised Street Trading policy and fee structure for Street Trading consents.	N/A	Richard Homewood, Director of Environmental Services Councillor Jay Kramer	No
Hastings Country Park - Fairlight Place Farm Environmental Stewardship	Yes	To seek approval of a new stewardship programme and funding arrangements at Fairlight Place Farm, continuing from the current countryside management programme which ends in 2014	N/A	Virginia Gilbert, Head of Amenities Resorts and Leisure Councillor Emily Westley	No
Traveller Strategy for East Sussex 2013-2018	No	Seeking Cabinet approval to adopt the strategy prepared by East Sussex County Council highlighting travellers needs and priorities for action	N/A	Virginia Gilbert, Head of Amenities, Resorts and Leisure Andrew Palmer, Head of Housing and Planning Services Councillor Emily Westley Councillor Kim Forward	No

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Cabinet 4 November 2013					
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Review of the Protocol for Relationships between Members and Officers	No	A refresh of the member/officer protocol	N/A	Christine Barkshire-Jones, Chief Legal Officer Councillor Andrew Cartwright	No
ACE Second Major Modification	Yes	To advise of the submission of the second major modification to our Interreg project in November 2013.	N/A	Monica Adams-Acton, Head of Regeneration and Planning Policy Councillor Peter Chowney	No
Ponswood Local Nature reserve	Yes	Seeking agreement to a statutory declaration of a local nature reserve on land at Ponswood recently transferred to the Council	N/A	Virginia Gilbert, Head of Amenities, Resorts and Leisure Councillor Emily Westley	No
Licensing the Private Rented Sector in Hastings	Yes	Report back on further work undertaken around the feasibility of implementing a licensing scheme for private rented sector in Hastings.	N/A	Andrew Palmer, Head of Housing and Planning Services Councillor Kim Forward	No

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Cabinet 2 December 2013					
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Refreshed Community Cohesion Framework	Yes	Report to return to Cabinet after consider by LSP in October - more details to follow. Requested by CAP 22.07.13.	N/A	Monica Adams-Acton, Head of Regeneration and Planning Policy Councillor Peter Chowney	No
Council Tax Support Scheme	Yes	A review of the scheme introduced in April 2013, and the potential options for change in 2014/15.	N/A	Peter Grace, Head of Finance Councillor Jeremy Birch	No

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Charity Committee 9 December 2013					
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Foreshore Trust - Financial Report	No	To update the Committee on the financial position of the Trust, amend business plan and review the Reserves Policy	N/A	Peter Grace, Head of Finance Councillor John Hodges	No

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Contact details – Corporate Management Team

<p>Neil Dart Director of Corporate Resources (01424) 451714 Email ndart@hastings.gov.uk</p>	<p>Richard Homewood Director of Environmental Services (01424) 783200 Email: rhomewood@hastings.gov.uk</p>
<p>Simon Hubbard Director of Regeneration (01424) 451753 Email shubbard@hastings.gov.uk</p>	

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Contact details – Portfolio Holders

<p>Councillor Jeremy Birch Leader of the Council and Budget Portfolio Holder (01424) 423794 Email cllr.jeremy.birch@hastings.gov.uk</p>	<p>Councillor Peter Chowney Deputy Leader of the Council and Regeneration Portfolio Holder (01424) 436032 Email cllr.peter.chowney@hastings.gov.uk</p>
<p>Councillor Andrew Cartwright Corporate Services (including revenues and benefits) Portfolio Holder (01424) 319153 Email cllr.andrew.cartwright@hastings.gov.uk</p>	<p>Councillor Kim Forward Housing and Community Services Portfolio Holder (01424) 717390 Email cllr.kim.forward@hastings.gov.uk</p>
<p>Councillor Jay Kramer Environment & Safety (01424) 719835 Email cllr.jay.kramer@hastings.gov.uk</p>	<p>Councillor Emily Westley Leisure and Amenities Portfolio Holder (01424) 437512 Email cllr.emily.westley@hastings.gov.uk</p>
<p><u>CHAIR OF CHARITY COMMITTEE</u> Councillor John Hodges Charity Committee Chair (01424) 445540 Email cllr.john.hodges@hastings.gov.uk</p>	