

## HASTINGS BOROUGH COUNCIL

### Forward Plan of Cabinet Decisions - November 2014 to February 2015

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 Community Contact Centre, address below), from the Councils website or from the Committee Administration Section (Telephone: (01424) 451764, or e-mail [committee\\_admin@hastings.gov.uk](mailto: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 10<sup>th</sup> 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](mailto: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 Community Contact Centre, Queen's Square, Priory Meadow, Hastings, TN34 1QR. The Plan will also be published on the Council's Website.

If you have any questions about the Forward Plan please contact Michael Courts, Corporate and Democratic Services Officer at Aquila House on 01424-451764 or e-mail him at [mcourts@hastings.gov.uk](mailto:mcourts@hastings.gov.uk)

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| <b>Cabinet</b><br>3 November 2014                     |              |  |   |   |  |
|---|--------------|--|---|---|--|
| Report title  | Key decision | What is it about   | Consultation and Timetable / Documents  | Responsible Officer / Lead Member   | Item wholly or in part to be decided in private? |
| Regulation 7 Direction - Seafront East Agents' Boards | No           | To advise Cabinet that the Secretary of State for Communities and Local Government has made a new direction restricting the display of estate agents boards along the majority of the seafront and to recommend that the council re-affirms its policy for the area. | Letters sent to all estate agents in the town and to community groups with an interest in the seafront area. More general public consultation via the council's website, which ended on 26 February 2013. | Monica Adams-Acton,<br>Head of Regeneration and Planning Policy<br><br>Councillor Peter Chowney | Open   |

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|---|-----|---|---|---|------|
| Medium Term Financial Strategy (2015/16 to 2017/18) (including 2014/15 Mid Year Financial Review) | Yes | The strategy identifies the major issues that will impact on the council's position and is key to proper financial planning in the medium term. The report identifies issues arising in the current year and the assumptions being made to inform the 2015/16 budget setting process. | Report available from 27 October 2014   | Peter Grace, Head of Finance<br><br>Councillor Jeremy Birch                           | Open |
| East Sussex PEER Challenge - "Open for Growth"  | No  | To consider the report prepared by a Local Government Association PEER Review Team examining work across East Sussex to attract and retain investment.  | Investment (Open for Growth) report will be available on the East Sussex County Council website | Simon Hubbard, Director of Regeneration<br><br>Councillor Jeremy Birch                | Open |
| Museum Forward Plan   | Yes | New 5 year plan addressing participation, education, income, preservation of collections. Requirement for Museum accreditation by the Arts Council.   | N/A   | Virginia Gilbert, Head of Amenities, Resorts and Leisure<br><br>Councillor Dawn Poole | Open |

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|---|----|--|-----|---|------|
| Combe Valley<br>Community Interest<br>Company | No | Draft Articles of the CVCIC ,<br>Business plan & Service Level<br>agreement with Groundworks | N/A | Virginia Gilbert, Head of<br>Amenities, Resorts and<br>Leisure<br><br>Councillor Dawn Poole | Open |
|---|----|--|-----|---|------|

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| <b>Cabinet</b><br>1 December 2014                             |              |   |  |  |  |
|---|--------------|---|--|--|--|
| Report title  | Key decision | What is it about  | Consultation and Timetable / Documents | Responsible Officer / Lead Member  | Item wholly or in part to be decided in private? |
| Social Lettings Agency Update                                 | No           | To recommend the introduction of a pilot private sector leasing scheme for Hastings as part of a move to establish a local lettings agency. | N/A                                    | Andrew Palmer, Head of Housing and Planning Services<br><br>Councillor Kim Forward         | Open   |
| Community Partnership Funding Main Grants Programme           | Yes          | Approval of Community Partnership Funding Main Grants Programme 2016/18.  | N/A                                    | Monica Adams-Acton, Head of Regeneration and Planning Policy<br><br>Councillor Kim Forward | Open   |
| Further discussion - Scrutiny Review of Bathing Water Quality | No           | Response to Scrutiny Committee report.  | N/A                                    | Simon Hubbard, Director of Regeneration<br><br>Councillor Peter Chowney                    | Open   |

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|--|-----|---|---------------------------|--|------|
| Seafront Byelaw Review                 | Yes | To outline the process and timescales for the review of existing seafront byelaws and adoption of new model byelaws after appropriate consultation. | Yes<br>(approx 12 months) | Virginia Gilbert, Head of Amenities, Resorts and Leisure<br><br>Councillor John Hodges,<br>Councillor Dawn Poole | Open |
| Parks and Nature Reserve Byelaw Review | Yes | To outline the process and timescales for the review of existing parks byelaws and adoption of new model byelaws after appropriate consultation     | N/A                       | Virginia Gilbert, Head of Amenities, Resorts and Leisure<br><br>Councillor Dawn Poole                            | Open |



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|   |              |   |  |   |  |
|---|--------------|---|--|---|--|
| <b>Charity Committee</b><br>8 December 2014 |              |   |  |   |  |
| Report title                                | Key decision | What is it about  | Consultation and Timetable / Documents | Responsible Officer / Lead Member   | Item wholly or in part to be decided in private? |
| Annual Report of the Grant Advisory Panel   | Yes          | To receive the annual report on the activities of the Grant Advisory Panel. | N/A                                    | Christine Barkshire-Jones,<br>Chief Legal Officer<br><br>Councillor John Hodges | Open   |
| Foreshore Trust - Financial Report          | No           | To update the Committee on the financial position of the Trust.             | N/A                                    | Peter Grace, Head of Finance<br><br>Councillor John Hodges                      | Open   |

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|  |              |   |  |   |  |
|--|--------------|---|--|---|--|
| <b>Cabinet</b><br>5 January 2015   |              |   |  |   |  |
| Report title   | Key decision | What is it about  | Consultation and Timetable / Documents     | Responsible Officer / Lead Member   | Item wholly or in part to be decided in private? |
| 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 following consultation with statutory agencies & community representatives. | N/A  | Richard Homewood,<br>Director of Environmental Services<br><br>Councillor Andrew Cartwright | Open   |
| Council Taxbase 2015/16  | Yes          | Calculating the tax base is the first formal stage of the Council Tax setting process for 2015-16.  | Report available from the 24 December 2014 | Peter Grace, Head of Finance<br><br>Councillor Jeremy Birch                                 | Open   |

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|                                   |              |                  |  |                                   |  |
|-----------------------------------|--------------|------------------|--|-----------------------------------|--|
| <b>Cabinet</b><br>2 February 2015 |              |                  |  |                                   |  |
| Report title                      | Key decision | What is it about | Consultation and Timetable / Documents | Responsible Officer / Lead Member | Item wholly or in part to be decided in private? |

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| <b>Budget Cabinet</b><br>16 February 2015  |              |  |   |  |  |
|--|--------------|--|---|--|--|
| Report title   | Key decision | What is it about   | Consultation and Timetable / Documents                  | Responsible Officer / Lead Member  | Item wholly or in part to be decided in private? |
| Draft Corporate Plan 2015/16 - 2017/18   | Yes          | Report back on consultation together with amended draft Corporate Plan that identifies plans, 3 year targets and annual milestones for 2015-16   | Draft documents available consultation from mid January | Neil Dart, Director of Corporate Resources<br><br>Councillor Peter Chowney | Open   |
| Revenue Budgets 2014/15 (Revised) and 2015/16, plus Capital programme 2014/15 to 2017/18 | Yes          | Setting the Council's budget and level of Council Tax for the coming year  | Available 5 working days before the meeting             | Peter Grace, Head of Finance<br><br>Councillor Jeremy Birch                | Open   |
| Treasury Management and Annual Investment Strategy 2015/16                               | Yes          | Determination of the strategy to meet the requirements of the Local Government Act 2003. This includes borrowing, investment, and the prudent repayment of debt. Full Council is required to approve parts of the strategy | Available 5 working days before the meeting             | Peter Grace, Head of Finance<br><br>Councillor Jeremy Birch                | Open   |

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#### Contact details – Corporate Management Team

|   |   |
|---|---|
| Neil Dart<br>Director of Corporate Resources<br>(01424) 451714<br>Email <a href="mailto:ndart@hastings.gov.uk">ndart@hastings.gov.uk</a>    | Richard Homewood<br>Director of Environmental Services<br>(01424) 783200<br>Email: <a href="mailto:rhomewood@hastings.gov.uk">rhomewood@hastings.gov.uk</a> |
| Simon Hubbard<br>Director of Regeneration<br>(01424) 451753<br>Email <a href="mailto:shubbard@hastings.gov.uk">shubbard@hastings.gov.uk</a> |   |

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#### **Contact details – Portfolio Holders**

|   |  |
|---|--|
| Councillor Jeremy Birch<br>Leader of the Council and Budget Portfolio Holder<br>(01424) 423794<br>Email <a href="mailto:cllr.jeremy.birch@hastings.gov.uk">cllr.jeremy.birch@hastings.gov.uk</a>                                    | Councillor Peter Chowney<br>Deputy Leader of the Council and Regeneration Portfolio Holder<br>(01424) 436032<br>Email <a href="mailto:cllr.peter.chowney@hastings.gov.uk">cllr.peter.chowney@hastings.gov.uk</a> |
| Councillor Andrew Cartwright<br>Corporate Services (including revenues and benefits) Portfolio Holder<br>(01424) 319153<br>Email <a href="mailto:cllr.andrew.cartwright@hastings.gov.uk">cllr.andrew.cartwright@hastings.gov.uk</a> | Councillor Kim Forward<br>Housing and Community Services Portfolio Holder<br>(01424) 717390<br>Email <a href="mailto:cllr.kim.forward@hastings.gov.uk">cllr.kim.forward@hastings.gov.uk</a>                      |
| Councillor Dawn Poole<br>Leisure and Amenities Portfolio Holder<br>(01424) 451066<br>Email <a href="mailto:cllr.dawn.poole@hastings.gov.uk">cllr.dawn.poole@hastings.gov.uk</a>   | <b><u>CHAIR OF CHARITY COMMITTEE</u></b><br>Councillor John Hodges<br>Charity Committee Chair<br>(01424) 445540<br>Email <a href="mailto:cllr.john.hodges@hastings.gov.uk">cllr.john.hodges@hastings.gov.uk</a>  |