

## HASTINGS BOROUGH COUNCIL

### **Forward Plan of Cabinet Decisions - December 2016 to March 2017**

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

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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)

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>					
5 December 2016					
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?
Petition in relation to Dog Control Orders and Public Space Protection Orders	Yes	To respond to a petition calling for a change of terms of a dog control order affecting St Leonards Gardens.	N/A	Mike Hepworth, Assistant Director Environment and Place  Councillor Warren Davies	Open
Petition Urgent Action Necessary Regarding Housing	Yes	To respond to a petition received calling for urgent action regarding housing.	N/A	Andrew Palmer, Assistant Director Housing and Built Environment  Councillor Kim Forward	Open
Exit review of the Hastings Borough Council Additional HMO Licensing Scheme (2011)	Yes	Exit review of the 2011 Additional HMO Licensing Scheme following its 5 year completion on 18 September 2016. The report assesses the success of the scheme against its originally stated outcomes and considers the benefits of a replacement scheme	N/A	Andrew Palmer, Assistant Director Housing and Built Environment  Councillor Kim Forward	Open

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Hastings Local Plan – Statement of Community Involvement (SCI) Update	Yes	To inform Cabinet about amendments to the Statement of Community Involvement (SCI) arising from the Council's review of its procedures and that the revised content of the SCI is agreed and adopted.	N/A	Monica Adams-Acton, Assistant Director Regeneration and Culture  Councillor Dawn Poole	Open
Financial and Legal Business Case for Local Housing Company	Yes	To report findings into the initial feasibility of setting up a local Housing Company.	N/A	Andrew Palmer, Assistant Director Housing and Built Environment  Councillor Kim Forward	Open
Consultation on Phone Boxes	Yes	A consultation on the removal of 17 phone boxes in Hastings.	N/A	Christine Barkshire-Jones, Chief Legal Officer  Councillor Andrew Cartwright	Open
12/13 York Buildings	Yes	To seek approval for capital funding to convert the upper floors	N/A	Peter Grace, Assistant Director, Financial Services and Revenues  Councillor Peter Chowney	Open

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12/13 York Buildings	Yes	To seek approval for capital funding to convert the upper floors	N/A	Peter Grace, Assistant Director, Financial Services and Revenues  Councillor Peter Chowney	Fully exempt
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<b>Standards Committee</b>					
8 December 2016					
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?
Standards Complaint	Yes	To consider a complaint received by the council.	N/A	Christine Barkshire-Jones, Chief Legal Officer	Fully exempt

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<b>Charity Committee</b>					
12 December 2016					
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?
Appointment of new Grant Advisory Panel members	Yes	Seeking new members to join the Grant Advisory Panel	N/A	Christine Barkshire-Jones, Chief Legal Officer  Councillor Colin Fitzgerald	Open
Seafront Water Play	Yes	To seek delegated authority to proceed with the procurement, approve indicative specifications and budget to support the project.	N/A	Monica Adams-Acton, Assistant Director, Regeneration and Culture  Councillor Colin Fitzgerald	Open
Annual Report of Grant Advisory Panel 2015/16	Yes	To receive the annual report of the Grant Advisory Panel.	N/A	Monica Adams-Acton, Assistant Director Regeneration and Culture  Councillor Colin Fitzgerald	Open
Foreshore Trust Financial Report	Yes	To update the committee on the financial position of the Trust.	N/A	Peter Grace, Assistant Director, Financial Services and Revenues  Councillor Colin Fitzgerald	Open

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Additional Chalets	Yes	To support the inclusion in the 2016-17 Foreshore Trust business plan for budget for additional chalets	N/A	Monica Adams-Acton, Assistant Director Regeneration and Culture  Councillor Colin Fitzgerald	Open
The Source Kiosk	Yes	To update members on the implications of the new kiosk opening later than planned	N/A	Monica Adams-Acton, Assistant Director Regeneration and Culture  Councillor Colin Fitzgerald	Open



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<b>Cabinet</b>					
9 January 2017					
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?
Connecting Hastings and Rother Together Community-Led Local Development (CHART-CLLD)	Yes	To seek approval to submit stage 2 Connecting Hastings and Rother Together Community-Led Local Development (CHART-CLLD) application and enter into the associated legal agreements required to implement the project, if the bid is successful.	N/A	Monica Adams-Acton, Assistant Director Regeneration and Culture  Councillor Dawn Poole	Open
Local List of Heritage Assets	Yes	Local List of Heritage Assets	N/A	Monica Adams-Acton, Assistant Director Regeneration and Culture  Councillor Dawn Poole	Open
Building Control Service and Wealden	No	To prepare draft business case and legal agreement for Building Control Service.	N/A	Andrew Palmer, Assistant Director, Housing and Built Environment  Councillor Kim Forward	

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Review of Polling Places	Yes	To report the findings of an interim review of Polling Places, following the earlier Boundary Review.	N/A	Jane Hartnell, Director of Corporate Services and Governance  Councillor Andrew Cartwright	Open
Housing Renewal Enforcement Policy	Yes	Adoption of a review of the Housing Renewal Enforcement Policy to include provisions for the use of new enforcement tools provided by the Housing and Planning Act 2016	N/A	Andrew Palmer, Assistant Director, Housing and Built Environment  Councillor Kim Forward	Open
Resource Planning - Finance / Human Resources and Payroll	Yes	To consider updating our Finance and HR Payroll systems.	N/A	Jane Hartnell, Director of Corporate Services and Governance  Councillor Andrew Cartwright	Open
Community Partnership Funding 2017 - 2019	Yes	To set out the recommendations for the Community Partnership Funding (CPF) 2017 - 2019 programme.	N/A	Monica Adams-Acton, Assistant Director Regeneration and Culture  Councillor Dawn Poole	Open

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<b>Cabinet</b>					
6 February 2017					
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?
Pay Policy Statement	Yes	The Localism Act 2011 requires that all local authorities prepare a Pay Policy Statement for each financial year, which must be approved by Full Council and published by 1 April 2017.	N/A	Verna Connolly, Executive Manager for People and Business Support  Councillor Andrew Cartwright	Open
External Auditor Appointment	Yes	Public Sector Audit Appointments Limited have been appointed to make auditor appointments to principal local government bodies that choose to opt into the national appointments arrangements which will operate for audits of the accounts from 2018/19.	N/A	Peter Grace, Assistant Director, Financial Services and Revenues  Councillor Peter Chowney	Open

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<b>Budget Cabinet (Provisional)</b>					
13 February 2017					
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 2017-18 to 2019-20	Yes	Report back on consultation together with amended draft corporate plan that identifies plans, 3 year targets and amended milestones for 2017-18.		Jane Hartnell, Director of Corporate Services and Governance  Councillor Kim Forward	Open
Treasury Management and Annual Investment Strategy 2017/18	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.		Peter Grace, Assistant Director, Financial Services and Revenues  Councillor Peter Chowney	Open
Revenue Budgets 2016-17 (Revised) and 2017-18, plus Capital Programme 2017-18 to 2019-20	Yes	Setting the council's budget and the level of council tax for the coming year.		Peter Grace, Assistant Director, Financial Services and Revenues  Councillor Peter Chowney	Open

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<b>Cabinet</b>					
6 March 2017					
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?
Housing Renewal Financial Assistance Policy	Yes	To renew the Hastings Borough Council Housing Renewal Financial Assistance Policy.		Andrew Palmer, Assistant Director Housing and Built Environment  Councillor Kim Forward	Open