

HASTINGS BOROUGH COUNCIL

Forward Plan of Cabinet Decisions - February 2018 to May 2018

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).

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

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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

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

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Cabinet					
5 February 2018					
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?
1:1 Conversation Performance Management Approach	Yes	Updated employee performance management approach to include succession planning and talent management.	N/A	Jane Hartnell, Director of Corporate Services and Governance Councillor Dawn Poole	Open
Temporary Accommodation and Emergency Housing Reduction Plan	No	To highlight a projected adverse variance in the homelessness budget for 2017/18 and outline the response being taken by the Council to meet the increasing demand for temporary accommodation placements.	N/A	Andrew Palmer, Assistant Director, Housing and Built Environment Councillor Andy Batsford	Open
Heritage Strategy	Yes	To present the revised heritage strategy and action plan for adoption.	N/A	Monica Adams-Acton, Assistant Director, Regeneration and Culture Councillor Kim Forward	Open

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Draft Hastings Central Area: Conservation Area Appraisal	Yes	To present the Hastings Central Area: Conservation area Appraisal to Cabinet for adoption	N/A	Monica Adams-Acton, Assistant Director, Regeneration and Culture Councillor Kim Forward	Open
Amendments to the Council's Constitution	Yes	Corporate governance.	N/A	Christine Barkshire-Jones, Chief Legal Officer Councillor Dawn Poole	Open
Temporary Accommodation Purchase	No	Considering future options for temporary accommodation.	N/A	Andrew Palmer, Assistant Director, Housing and Built Environment Councillor Andy Batsford	Open
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	Jane Hartnell, Director of Corporate Services and Governance Councillor Dawn Poole	Open

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Budget Cabinet					
12 February 2018					
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 2018/19 - 2020/21	Yes	Report back on consultation together with amended draft corporate plan that identifies plans, 3 year targets and annual milestones for 2018/19.	From mid January	Jane Hartnell, Director of Corporate Services and Governance Councillor Kim Forward	Open
Revenue Budgets 2017/18 (Revised) and 2018/19, plus Capital Programme 2018/19 to 2019/20	Yes	Setting the council's budget and level of council tax for the coming year.	From mid January	Peter Grace, Assistant Director, Financial Services and Revenues Councillor Peter Chowney	Open
Treasury Management and Annual Investment Strategy 2018/19	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, Assistant Director, Financial Services and Revenues Councillor Peter Chowney	Open

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Cabinet					
5 March 2018					
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?
Hastings Country Park Visitor Centre	Yes	Briefing paper to update on the current position with respect to a new centre	N/A	Mike Hepworth, Assistant Director, Environment and Place Councillor Colin Fitzgerald	Open
Development of a Social Lettings Agency for Hastings	Yes	To develop an in-house Social Lettings Agency (SLA) for Hastings, to deliver a private sector letting and management service.	N/A	Andrew Palmer, Assistant Director, Housing and Built Environment Councillor Andy Batsford	Open
RIPA Policy	Yes	A refresh of the council's policy.	N/A	Christine Barkshire-Jones, Chief Legal Officer Councillor Dawn Poole	Open
Cash Collection Contract	Yes	To update Cabinet on the cash collection arrangements.	N/A	Peter Grace, Assistant Director, Financial Services and Revenues Councillor Peter Chowney	Exempt

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Homelessness Reduction Act	Yes	To outline the Council's implementation plan for meeting the new homelessness duties within the Homelessness Reduction Act ahead of its implementation on the 03 April 2018.	N/A	Andrew Palmer, Assistant Director, Housing and Built Environment Councillor Andy Batsford	Open
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Charity Committee					
19 March 2018					
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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Cabinet (Reserve)					
9 April 2018					
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?