

HASTINGS BOROUGH COUNCIL

Forward Plan of Cabinet Decisions – 1 February to 31 May 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) 451717 or 451719 or 451747, 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

HASTINGS BOROUGH COUNCIL

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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 Elaine Wood, Principal Committee Administrator at the Town Hall on 01424-451717 or e-mail her at ewood@hastings.gov.uk.

HASTINGS BOROUGH COUNCIL

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Cabinet 4 February 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>
Review of Licensing Policy Saturation Zone	Yes	To recommend Council to adopt the amendments to our existing cumulative impact zones contained with the Licensing Policy for 2003 Act, with Government guidance.	Consultation for 12 weeks ending 31 October 2012	Mike Hepworth, Head of Environmental Services Councillor Phil Scott	No
Seafront Transport Links Update	Yes	Report back to Cabinet on improved sustainable transport links along the seafront from the Old Town to West St Leonards	Follow on report from 11th June 2012 Cabinet	Kevin Boorman Head of Marketing & Communications Councillor Peter Chowney	No
Local Development Scheme Update	Yes	The report sets out the Local Plan documents we will be preparing over the next three years and the timetable for their preparation. This report updates the situation.		Tim Cookson Strategic Planning Manager Councillor Chowney	No

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Statement of Community Involvement	Yes	The Council is required to maintain an up to date document explaining how it intends to consult on planning policy and development management/control matters. This report updates the situation.		Tim Cookson Strategic Planning Manager Councillor Peter Chowney	No
Discretionary Rate Relief	Yes	Review of discretionary rate relief given by the Council for 2013/14 and beyond.	Report available 23 November 2012	Peter Grace Head of Finance Councillor Jeremy Birch	No
Review of Cash Collection Services	Yes	To inform Cabinet about the current arrangements for cash collection and to recommend proposals for after 1st April 2013		Peter Grace Head of Finance Councillor Jeremy Birch	Yes – to be decided wholly in private as content in the report has been provided commercial-in-confidence.

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Budget Cabinet 18 February 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>
Corporate Plan 2013/14 – 2015/16	Yes	Report back on consultation together with amended Draft Corporate Plan that identifies plans, 3 year targets and annual milestones for 2013-14.		Neil Dart, Director of Corporate Resources Councillor Peter Chowney	No
2013/14 Budget and Council Tax	Yes	Setting the Council's budget and level of Council Tax for the coming year		Peter Grace Head of Finance Councillor Jeremy Birch	No
Treasury Management and Annual Investment Strategy 2013/14	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 Councillor Jeremy Birch	No

HASTINGS BOROUGH COUNCIL

Forward Plan of Cabinet Decisions – 1 February to 31 May 2013

Cabinet 4 March 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>
Proposed Parking Management Board	No	Proposals for Management Board to provide HBC input into On- Street parking management - post 1st April 2013		Richard Homewood, Director of Environmental Services Councillor Phil Scott	No
Overview and Scrutiny Review of Hastings Castle Future Management Options	No	To receive the Overview and Scrutiny Committee's recommendations following the Overview and Scrutiny Review of Hastings Castle Future Management Options	Not applicable	Kevin Boorman, Head of Marketing and Communications Councillor Emily Westley	No
Motion To Council to Mark The 100th Anniversary of the Start of World War I in July 2014	No	A response to the motion to mark the anniversary of the start of the First World war, including the resource implications of so doing		Kevin Boorman, Head of Marketing and Communications Councillor Peter Chowney	No

HASTINGS BOROUGH COUNCIL

Forward Plan of Cabinet Decisions – 1 February to 31 May 2013

Charity Committee 25 March 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>
Protocols for Ad-hoc Grants	Yes	To report on the views of the Grant Advisory Panel and propose a process for dealing with ad hoc requests for grant.	Grants Advisory Panel	Monica Adams-Acton Head of Regeneration and Planning Policy Councillor John Hodges	No
Foreshore Trust Car park – Rock a Nore pay on exit & Signage	Yes	Proposals for introduction of pay on foot and introduction on intelligent signage		Richard Homewood Director of Environmental Services Councillor John Hodges	No
White Rock Baths	Yes	Update on progress of White Rock Baths		Simon Hubbard Director of Regeneration Councillor John Hodges	No
Finance Report	No	To update the Committee on the financial position of the Trust		Peter Grace Head of Finance Councillor John Hodges	No

HASTINGS BOROUGH COUNCIL

Forward Plan of Cabinet Decisions – 1 February to 31 May 2013

Cabinet 2 April 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>
Review of Corporate Enforcement and Prosecution Policy	Yes	Ensuring the policy is up to date and maintains consistency of approach	n/a	Chris Barkshire-Jones Chief Legal Officer Councillor Jay Kramer	No
Contact Centre Project Implementation Report	No	To update Cabinet on the implementation of the Contact Centre	n/a	Kevin Boorman Head of Marketing and Communications and Jane Hartnell Head of Corporate Services Councillor Jay Kramer	No
Criminal Records Bureau Checks for Members	No	Whether Members should be CRB checked	n/a	Chris Barkshire-Jones Chief Legal Officer Councillor Jay Kramer	No
Overview and Scrutiny Review of Partnership Working	No	To receive the Overview and Scrutiny Committee's recommendations following the Overview and Scrutiny Review of Partnership Working	Not applicable	Mark Horan, Policy and Partnerships Officer Councillor Jay Kramer	No

HASTINGS BOROUGH COUNCIL

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Cabinet 7 May 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 BOROUGH COUNCIL

Forward Plan of Cabinet Decisions – 1 February to 31 May 2013

Contact details – Corporate Management Team

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

HASTINGS BOROUGH COUNCIL

Forward Plan of Cabinet Decisions – 1 February to 31 May 2013

Contact details – Portfolio Holders

<p>Councillor Jeremy Birch Council Leader and Budget Portfolio Holder (01424) 423794 Email cllr.jeremy.birch@hastings.gov.uk</p>	<p>Councillor Peter Chowney Deputy Council Leader and Regeneration Portfolio Holder (01424) 436032 Email cllr.peter.chowney@hastings.gov.uk</p>
<p>Councillor Jay Kramer Equalities and Corporate Services (including revenues and benefits) Portfolio Holder (01424) 719835 Email cllr.jay.kramer@hastings.gov.uk</p>	<p>Councillor Phil Scott Environment, Parking and Highways Portfolio Holder (01424) 445746 Email cllr.philip.scott@hastings.gov.uk</p>
<p>Councillor Kim Forward Housing and Community Services (01424) 717390 Email cllr.kim.forward@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 Chair of Charity Committee (01424) 445540 Email cllr.john.hodges@hastings.gov.uk</p>	