

HASTINGS BOROUGH COUNCIL

Forward Plan of Cabinet Decisions - July 2016 to October 2016

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 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 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 4 July 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?
Housing Strategy	Yes	Plan for meeting housing needs of community.	Completed in December 2015	Andrew Palmer, Assistant Director Housing and Built Environment Councillor Kim Forward	Open
Social Lettings Agency 12 Month Review	Yes	Review of the 12 month pilot of the Private Sector Licensing Scheme.	Pilot scheme runs April 2015 to April 2016	Andrew Palmer, Assistant Director Housing and Built Environment Councillor Kim Forward	Open
Customer First Communication Strategy and Action Plan	Yes	This report sets out how we are committed to providing high quality services and putting the customer at the heart of our business.	N/A	Jane Hartnell, Director of Corporate Services and Governance Councillor Andrew Cartwright	Open

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Corporate Plan retrospective report on performance during 2015/16 and proposed Performance Indicator targets for 2016/17	Yes	To report back on performance against targets in the 2015/16 corporate plan. To recommend the corporate Performance Indicator targets for 2016/17.	N/A	Jane Hartnell, Director of Corporate Services and Governance Councillor Kim Forward	Open
Income Generation	Yes	To outline the streams of work being undertaken to generate income for the Council in the future. To seek agreement for development of more detailed proposals and to identify issues and risks arising from the development of income generation.	N/A	Simon Hubbard, Director of Operational Services Councilor Peter Chowney	Open

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EMFF CLLD (Hastings FLAG (2))	Yes	To update Members on the Council-led EMFF CLLD (Hastings FLAG (2)) (European Maritime and Fisheries Fund Community-Led Local Development Hastings Fisheries Local Action Group 2) application for funding to support the sustainability of Hastings fishing fleet and associated activity; and to seek approval for the Council to serve as accountable body for the programme and the submission of a Local Development Strategy followed by detailed project proposals.	N/A	Monica Adams-Acton, Assistant Director, Regeneration and Culture Councillor Kim Forward	Open
Community Partnership Fund 2017-19	Yes	To seek approval of the priorities and scope of a future round of the Council's Community Partnership Fund	N/A	Monica Adams-Acton, Assistant Director Regeneration and Culture Councillor Kim Forward	Open

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Updates to the Council's Constitution	Yes	Corporate governance.	N/A	Christine Barkshire-Jones, Chief Legal Officer Councillor Andrew Cartwright	Open
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Cabinet (Reserve Meeting) 8 August 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?

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Cabinet 5 September 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?
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
Management Response to the Overview and Scrutiny Review of Community Safety	Yes	To receive a management response to the recommendations of an earlier Overview and Scrutiny Review of Community Safety, which was undertaken as part of the 2015-16 work programme.	N/A	Jane Hartnell, Director of Corporate Services and Governance Councillor Warren Davies	Open
Management Response to the Overview and Scrutiny Review of Digital Inclusion	Yes	To receive a management response to the recommendations of an earlier Overview and Scrutiny Review of Digital Inclusion, which was undertaken as part of the 2015/16 work programme.	N/A	Simon Hubbard, Director of Operational Services Councillor Andrew Cartwright	Open

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Final Accounts 2015/16	Yes	To advise members of the budget setting committee of the outturn position in order to better inform the Medium Term Financial Strategy and budget setting process.	N/A	Peter Grace, Assistant Director, Financial Services and Revenues Councillor Peter Chowney	Open
Annual Treasury Management Report 2016/17	Yes	To ensure members are fully aware of the activities undertaken in 2016/17, that Codes of Practice have been complied with and the effectiveness of the council's strategy.	N/A	Peter Grace, Assistant Director, Financial Services and Revenues Councillor Peter Chowney	Open

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Charity Committee 26 September 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?
Foreshore Trust - Annual Report and Final Accounts 2015-16	Yes	Report on 2015-16 financial out-turn of the Foreshore Trust.	N/A	Peter Grace, Assistant Director, Financial Services and Revenues Councillor Colin Fitzgerald	Open
Foreshore Trust Small Grants Programme	Yes	Applications to round 6 of the Foreshore Trust Small Grants programme.	N/A	Monica Adams-Acton, Assistant Director Regeneration and Culture Councillor Colin Fitzgerald	Open

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Cabinet 10 October 2016					
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