

**SWALE BOROUGH COUNCIL
FORWARD PLAN AND NOTICE OF KEY DECISIONS**

July 2016 - October 2016

Notes:

A key decision is defined as 'an Executive decision which is likely to (a) result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.'

The key decision threshold, confirmed by Council, is set at £100,000 (this relates to (a) of the definition above).

Where the decision will be made by Cabinet the Members of the Cabinet are:

Councillor Andrew Bowles - Leader

Councillor Gerry Lewin – Deputy Leader and Cabinet Member for Planning

Councillor Duncan Dewar-Whalley - Cabinet Member for Finance and Performance

Councillor Mike Cosgrove - Cabinet Member for Regeneration

Councillor David Simmons – Cabinet Member for Environment and Rural Affairs

Councillor Alan Horton – Cabinet Member for Safer Families and Communities

Councillor Ken Pugh – Cabinet Member for Housing and Wellbeing

Subject to any prohibition or restriction on their disclosure, copies or extracts of any documents listed below can be viewed at Swale House, East Street, Sittingbourne, Kent, ME10 3HT. Please contact Democratic Services to arrange a time to view the documents or to request copies by post by e-mailing democraticservices@swale.gov.uk or by telephone on: 01795 417330. Fees may be charged in accordance with the Council's Fees and Charges policy.

Other documents relevant to the decision item may be submitted to the decision maker; please contact Democratic Services (contact details above) to request details of these documents as they become available.

Item	Decision item and background information	Decision maker, date of meeting	Key Decision	Will the report be exempt or have any exempt appendices?	List of the documents submitted to the decision maker	Lead Member and Lead Officer
	<p>Payment Services Contract</p> <p>To seek authorisation from Cabinet to agree award for payment services contract through a framework agreement.</p>	<p>Cabinet 13 July 2016</p>	<p>Key</p> <p>It is likely to result in the Council incurring expenditure above £100,000 or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates.</p>	<p>Open</p>		<p>Cabinet Member for Finance</p> <p>Nick Vickers</p>
	<p>Improvements to the A2500 Lower Road</p> <p>To agree the principle of contributing financially to improvements to the A2500 Lower Road, on the Isle of Sheppey.</p>	<p>Cabinet 13 July 2016</p>	<p>Key</p>	<p>Open</p>		<p>Cabinet Member for Regeneration</p> <p>Kieren Mansfield</p>
	<p>Adoption of the Voluntary Code of Conduct for Street Entertaining and Busking in Swale</p> <p>To adopt the Voluntary Code of Conduct for Street Entertaining and Buskers in Swale following a period of</p>	<p>Cabinet 13 July 2016</p>	<p>Non-Key</p> <p>This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess</p>	<p>Open</p>		<p>Cabinet Member for Community Safety and Health</p> <p>Lyn Newton</p>

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	consultation with a review within two years during the initial trial period.		of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.			
	Minutes of the South Thames Gateway Building Control Joint Committee held on 9 June 2016	Cabinet 13 July 2016	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Cabinet Member for Planning James Freeman

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	<p>Swale Borough Council Corporate Equalities Scheme 2016 - 2020</p> <p>The four yearly Corporate Equality Scheme sets out how we propose to meet the general and specific duties of the Equality Act 2010. In particular the three aims of the general duty, in the exercise of our functions, have due regard to the need to:</p> <ol style="list-style-type: none"> 1. eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act; 2. advance opportunity between people who share a protected characteristic and those who do not; and 3. foster good relations between people who share a protected characteristic and those who do not. 	<p>Cabinet 13 July 2016</p>	<p>Non-Key This is not a key decision as it will be considered and decided by full Council.</p>	<p>Open</p>		<p>Cabinet Member for Performance Bob Pullen</p>
	<p>Swale's Playing Pitch Strategy</p> <p>A draft playing pitch strategy for Swale has been developed out for consultation.</p>	<p>Cabinet 13 July 2016</p>	<p>Key It is significant in terms of its effect on communities living or working in an area comprising two or more wards or</p>	<p>Open</p>		<p>Cabinet Member for Localism, Sport, Culture and Heritage Graeme Tuff</p>

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			electoral divisions in the area of the local authority.			
	<p>CCTV Effectiveness Review</p> <p>A review of all existing CCTV camera locations in the borough has been undertaken to determine their effectiveness, along with a consultation having been undertaken with the community.</p> <p>This report presents those locations for consideration for decommissioning or movement, based upon the findings of this review and consultation.</p>	Cabinet 13 July 2016	Key It is significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Cabinet Member for Community Safety and Health Steph Curtis
	<p>Financial Management Report - Financial Outturn report 2015/16</p> <p>Cabinet is asked to consider this report which shows the revenue and capital outturn for 2015/16 and to approve rollovers into 2016/17.</p>	Cabinet 13 July 2016	Non-Key This is not a key decision as it is for information only.	Open		Cabinet Member for Finance Nick Vickers

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	Minutes of the Swale Joint Transportation Board meeting held on 20 June 2016	Cabinet 13 July 2016	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Cabinet Member for Localism, Sport, Culture and Heritage Dave Thomas
	<p>Proposal to move to a Single Employing Authority for the Mid Kent Environmental Health Service</p> <p>Co-located Cabinet to be arranged.</p> <p>To consider adopting a single employing authority for the Mid Kent Environmental Health Service (MKEH) to provide an effective platform for future service development whilst</p>	Cabinet	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area	Open		Cabinet Member for Environmental and Rural Affairs Tracey Beattie

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	retaining existing two site model. It summaries the range of benefits of moving to a single employer and considers how this supports the priorities of Mid Kent Improvement Partnership		comprising two or more wards or electoral divisions in the area of the local authority.			
	<p>MKIP Governance - Co-located Meeting date to be confirmed.</p> <p>Co-located Cabinet Meeting date to be confirmed.</p> <p>The report will set out proposed changes to the MKIP collaboration agreement from a fixed term one to an indefinite agreement, to include termination arrangements that can be triggered by one or more authorities. The report will also address governance issues to reflect previous experience and the establishment of the permanent MKS Director post.</p>	Cabinet	<p>Non-Key</p> <p>This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.</p>	Open		<p>Leader</p> <p>Abdool Kara</p>
	<p>Award of Merchant Services Contract</p> <p>To seek authorisation from Cabinet to agree award of the</p>	Cabinet 7 September 2016	<p>Key</p> <p>It is likely to result in the Council incurring expenditure</p>	Open		<p>Cabinet Member for Finance</p> <p>Nick Vickers</p>

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	Merchant Services contract after a tendering exercise.		above £100,000 or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates.			
	Financial Management Report: April - June 2016 This report shows the revenue and capital projected outturn for 2016/17 as at the end of period 3, covering the period from April to June 2016.	Cabinet 7 September 2016	Non-Key This is not a key decision as it is for information only.	Open		Cabinet Member for Finance Nick Vickers
	Minutes of the South Thames Gateway Building Control Joint Committee held on 22 September 2016	Cabinet 5 October 2016	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working	Open		Cabinet Member for Planning James Freeman

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			in an area comprising two or more wards or electoral divisions in the area of the local authority.			
	Minutes of the Swale Joint Transportation Board meeting held on 12 September 2016	Cabinet 5 October 2016	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Cabinet Member for Localism, Sport, Culture and Heritage Dave Thomas
	Minutes of the Local Development Framework Panel on 22 September 2016 This is not a key decision as the making and adoption of the LDF will ultimately be	Cabinet 5 October 2016	Non-Key This is not a key decision as the making and adoption of the LDF will ultimately be considered and decided by	Open		Cabinet Member for Planning Gill Harris

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	considered and decided by Full Council.		full Council.			
	<p>Review of Fees and Charges</p> <p>The report invites Cabinet to consider the proposals for the level of fees and charges to be levied for the next financial year 2017/18 for submission to Council. Charges will take effect from 1 April 2017.</p>	Cabinet 9 November 2016	<p>Key</p> <p>It is likely to result in the Council incurring expenditure above £100,000 or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates.</p>	Open		<p>Cabinet Member for Finance</p> <p>Nick Vickers</p>
	<p>Minutes of the Local Development Framework Panel on 1 December 2016</p> <p>This is not a key decision as the making and adoption of the LDF will ultimately be considered and decided by Full Council</p>	Cabinet 7 December 2016	<p>Non-Key</p> <p>This is not a key decision as the making and adoption of the LDF will ultimately be considered and decided by full Council.</p>	Open		<p>Cabinet Member for Planning</p> <p>Gill Harris</p>

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	<p>Financial Management Report - April to September 2016</p> <p>This report shows the revenue and capital projected outturn for 2016/17 as at the end of period 6, covering the period from April to September 2016.</p>	<p>Cabinet 7 December 2016</p>	<p>Non-Key This is not a key decision as it is for information only.</p>	<p>Open</p>		<p>Cabinet Member for Finance Nick Vickers</p>
	<p>Medium Term Financial Plan and 2017/18 Budget</p> <p>This report sets out the Council's Medium Term Financial Plan and proposals for the 2017/18 Budget.</p>	<p>Cabinet 7 December 2016</p>	<p>Non-Key This is not a key decision as it will be considered and decided by full Council.</p>	<p>Open</p>		<p>Cabinet Member for Finance Nick Vickers</p>
	<p>Minutes of the South Thames Gateway Building Control Joint Committee held on 8 December 2016</p>	<p>Cabinet 11 January 2017</p>	<p>Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions</p>	<p>Open</p>		<p>Cabinet Member for Planning James Freeman</p>

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	Minutes of the Swale Joint Transportation Board meeting held on 19 December 2016	Cabinet 11 January 2017	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Cabinet Member for Localism, Sport, Culture and Heritage Dave Thomas
	Treasury Management Strategy Statement and Investment Strategy 2017/18 This report sets out and seeks approval of the proposed Treasury Management Strategy and Investment Strategy for the Council in 2017/18. It will be proposed to	Cabinet 1 February 2017	Non-Key This is not a key decision as it will be considered and decided by full Council.	Open		Cabinet Member for Finance Nick Vickers

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	Council at the meeting on 15 February 2017.					
	<p>Medium Term Financial Plan and 2017/18 Budget</p> <p>This report sets out the Council's Medium Term Financial Plan and proposals for the 2017/18 Budget.</p>	Cabinet 1 February 2017	Non-Key This is not a key decision as it will be considered and decided by full Council.	Open		Cabinet Member for Finance Nick Vickers
	<p>Financial Management Report: April - December 2016</p> <p>This report shows the revenue and capital projected outturn for 2016/17 as at the end of period 9, covering the period from April to December 2016.</p>	Cabinet 15 March 2017	Non-Key This is not a key decision as it is for information only.	Open		Cabinet Member for Finance Nick Vickers
	Minutes of the Swale Joint Transportation Board meeting held on 6 March 2017	Cabinet 15 March 2017	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities	Open		Cabinet Member for Localism, Sport, Culture and Heritage Dave Thomas

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	<p>Minutes of the Local Development Framework Panel on 9 February 2017</p> <p>This is not a key decision as the making and adoption of the LDF will ultimately be considered and decided by Full Council</p>	Cabinet 15 March 2017	<p>Non-Key This is not a key decision as the making and adoption of the LDF will ultimately be considered and decided by full Council.</p>	Open		<p>Cabinet Member for Planning Gill Harris</p>
	Minutes of the South Thames Gateway Building Control Joint Partnership held on 16 March 2017	Cabinet 24 May 2017	<p>Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or</p>	Open		<p>Cabinet Member for Localism, Sport, Culture and Heritage James Freeman</p>

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