

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

**March 2017 - June 2017**

**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](mailto: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>Extension of the Bailiff Framework Agreement</p> <p>To consider the proposal to extend the Bailiff Services Framework Agreements relating to the recovery of unpaid Penalty Charge Notices and the collection of unpaid Council Tax and Non-Domestic Rates for a further two years.</p>	<p>Cabinet 15 March 2017</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 electoral divisions in the area of the local authority.</p>	<p>Open</p>		<p>Cabinet Member for Safer Families and Communities</p> <p>Jeff Kitson</p>
	<p>Property Asset Strategy 2017 - 2020</p> <p>The report asks Cabinet to approve the Property Asset Strategy 2017 - 2020.</p>	<p>Cabinet 15 March 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 in the area of the local authority.</p>	<p>Open</p>		<p>Cabinet Member for Finance and Performance</p> <p>Anne Adams</p>

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	<p>Stray Dog Kennel and Re-homing Contract</p> <p>The current Stray Dog Kennel and Re-homing Contract ends in 2017. This paper makes recommendations for service provision and seeks approval for any new contracts.</p>	<p>Cabinet 15 March 2017</p>	<p>Key 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 Safer Families and Communities</p> <p>Alister Andrews</p>
	<p>Lakeview Village Hall, Great Easthall Way - Asset Transfer</p> <p>This report seeks approval for the transfer of the Lakeview Village Hall to the Lakeview Village Hall Trust.</p>	<p>Cabinet 15 March 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 in the area of the</p>	<p>Open</p>		<p>Cabinet Member for Finance and Performance</p> <p>Charlotte Hudson</p>

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	<p>Extension to CCTV Partnership Agreement</p> <p>Agreement is to be sought to extend existing CCTV Partnership Agreement with Medway Council for 1 year to 31 March 2018, with the possibility to extend a subsequent year.</p>	<p>Cabinet 15 March 2017</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 electoral divisions in the area of the local authority.</p>	<p>Open</p>		<p>Cabinet Member for Safer Families and Communities</p> <p>Steph Curtis</p>
	<p>Visitor Economy Strategy</p> <p>This sets out priority actions for the tourism sector in Swale from 2017 to 2020.</p>	<p>Cabinet 15 March 2017</p>	<p>Key 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 Regeneration</p> <p>Lyn Newton</p>

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	<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>	<p>Cabinet 15 March 2017</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 and Performance</p> <p>Nick Vickers</p>
	<p>Options for Sheerness Paddling Pool</p> <p>This report identifies key issues that will affect the continued provision of the paddling pool in Beachfields Park. It summaries the history of the facility, results of the condition survey and looks at options for the future.</p>	<p>Cabinet 15 March 2017</p>	<p>Key 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 Environment and Rural Affairs and Cabinet Member for Housing and Wellbeing.</p> <p>Martyn Cassell</p>
	<p>Asset Transfer of Iwade Recreation Ground</p> <p>This report provides an update to changes since the decision to transfer the recreation ground and associated facilities to Iwade Parish Council and asks for amendments to the recommendations.</p>	<p>Cabinet 15 March 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</p>	<p>Open</p>		<p>Cabinet Member for Finance and Performance</p> <p>Martyn Cassell</p>

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			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>Award of Contract - Swale Beach Lifeguard Services</p> <p>This report identifies the process undertaken to review the contract for Beach Lifeguard Services which comes to an end on 31 March 2017. It recommends, following the issuing of a Voluntary Transparency Notice, award of a 5 year contract, plus the option of 2 additional years to the RNLI, based upon them being the only suitable contractor.</p>	Cabinet 15 March 2017	<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. 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</p>	Open		<p>Cabinet Member for Environment and Rural Affairs</p> <p>Martyn Cassell</p>

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	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 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 Regeneration  Dave Thomas
	Swale Open Spaces and Play Strategy 2017-2022  This report updates Members on the progress on the Open Spaces and Play Strategy following consultation in 2016. It summaries the key findings of the assessment report and how these have been turned into Strategic	Cabinet 24 May 2017	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	Open		Cabinet Member for Environment and Rural Affairs  Martyn Cassell

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	outcomes. It asks permission to put the draft document out to public consultation prior to final adoption later this year.		local authority.			
	<p>Faversham Recreation Ground - Heritage Lottery Fund Development Stage - Award of tender for consultant</p> <p>This report updates Members on progress on the Faversham Recreation Ground Improvement Project and asks for the approval of the award of contract to the successful tender applicant for the next stage of the project.</p>	Cabinet 24 May 2017	<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 Environment and Rural Affairs</p> <p>Martyn Cassell</p>
	Minutes of the South Thames Gateway Building Control Joint Partnership held on 16 March 2017	Cabinet 24 May 2017	<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</p>	Open		<p>Cabinet Member for Planning</p> <p>James Freeman</p>



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