

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

**July 2017 - November 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>Visitor Economy Strategy</p> <p>This sets-out priority actions for the tourism sector in Swale from 2017 to 2020.</p>	<p>Cabinet 6 September 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>
	<p>Discretionary Business Rate Relief</p> <p>The Government has set-up a new discretionary Business Rate relief for businesses whose rateable value is less than £200k and</p>	<p>Cabinet 6 September 2017</p>	<p>Key It is likely to result in the Council incurring expenditure above £100,000 or</p>	<p>Open</p>		<p>Cabinet Member for Finance and Performance</p> <p>Zoe Kent</p>

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	whose rates have increased more than 12.5%. The Council must design a scheme to decide what businesses falling under this criteria will be given relief.		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 local authority..			
	Swale Open Spaces and Play Strategy 2017-2022	Cabinet 6 September 2017	Key It is significant in terms of its	Open		Cabinet Member for Environment and Rural Affairs

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>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 outcomes. It asks permission to put the draft document out to public consultation prior to final adoption later this year.</p>		<p>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>Martyn Cassell</p>
	<p>Proposed new lease for Isle of Sheppey Sailing Club</p> <p>This report recommends that Cabinet enters into a new 125 year lease with the Isle of Sheppey Sailing Club.</p>	<p>Cabinet 6 September 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</p>	<p>Open</p>		<p>Cabinet Member for Finance and Performance</p> <p>Kent Parker</p>

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			communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.			
	<p>Financial Management Report: April - June 2017</p> <p>This report shows the revenue and capital projected outturn for 2017/18 as at the end of period 3, covering the period from April to June 2017.</p>	Cabinet 6 September 2017	Non-Key This is not a key decision as it is for information only.	Open		Cabinet Member for Finance and Performance  Nick Vickers
	Minutes of the Local Development Framework Panel held on 21 September 2017	Cabinet 4 October 2017	Non-Key This is not a key decision as the making and adoption of the LDF will ultimately be considered	Open		Cabinet Member for Planning  Gill Harris

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			and decided by full Council.			
	Minutes of the Swale Joint Transportation Board meeting held on 11 September 2017	Cabinet 4 October 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

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	<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 2018/19 for submission to Council. Charges will take effect from 1 April 2018.</p>	<p>Cabinet 8 November 2017</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 and Performance</p> <p>Nick Vickers</p>
	<p>Minutes of the Local Development Framework Panel meeting held on 30 November 2017</p>	<p>Cabinet 6 December 2017</p>	<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>	<p>Open</p>		<p>Cabinet Member for Planning</p> <p>Gill Harris</p>
	<p>Financial Management Report April to September 2017</p> <p>This report shows the revenue and capital projected outturn for</p>	<p>Cabinet 6 December 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>

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	2017/18 as at the end of period 6, covering the period from April to September 2017.					
	<p>Medium Term Financial Plan and 2018/19 Budget</p> <p>This report sets-out the Council's Medium Term Financial Plan and proposals for the 2018/19 Budget.</p>	Cabinet 6 December 2017	Non-Key This is not a key decision as it will be considered and decided by full Council.	Open		<p>Cabinet Member for Finance and Performance</p> <p>Nick Vickers</p>
	Minutes of the Swale Joint Transportation Board meeting held on 18 December 2017	Cabinet 10 January 2018	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 Regeneration



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			living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.			
	<p>Treasury Management Strategy Statement and Investment Strategy 2018/19</p> <p>This report sets-out and seeks approval of the proposed Treasury Management Strategy and Investment Strategy for the Council in 2018/19. It will be proposed to Council at the meeting on 21 February 2018.</p>	Cabinet 7 February 2018	Non-Key This is not a key decision as it will be considered and decided by full Council.	Open		Cabinet Member for Finance and Performance  Nick Vickers
	<p>Medium Term Financial Plan and 2018/19 Budget</p> <p>This report sets-out the Council's Medium Term</p>	Cabinet 7 February 2018	Non-Key This is not a key decision as it will be considered	Open		Cabinet Member for Finance and Performance  Nick Vickers

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	Financial Plan and proposals for the 2018/19 Budget.		and decided by full Council.			
	<p>Financial Management Report: April - December 2017</p> <p>This report shows the revenue and capital projected outturn for 2017/18 as at the end of period 9, covering the period from April to December 2017.</p>	Cabinet 7 March 2018	<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>	Open		<p>Cabinet Member for Finance and Performance</p> <p>Nick Vickers</p>

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	Minutes of the Local Development Framework Panel held on 8 February 2018	Cabinet 7 March 2018	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.	Open		Cabinet Member for Planning  Gill Harris