

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

February 2019 - May 2019

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 Alan Horton – Deputy Leader and Cabinet Member for Housing and Safer Communities

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 Sarah Aldridge – Cabinet Member for Health 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>Amendment to the Council Tax Premium for Long-Term Empty Properties</p> <p>The Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act increases the empty property premium's maximum level to 100% from 1 April 2019 for properties that have been empty for more than two years.</p> <p>The Revenues and Benefits Section is looking to increase the premium from 50% to 100% to encourage owners of empty properties to bring them back into use.</p>	<p>Cabinet 6 February 2019</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>Councillor Duncan Dewar-Whalley duncandewar-whalley@swale.gov.uk</p> <p>Zoe Kent</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 £51,000. The Council is required to design a local scheme detailing the types of retail businesses that are included in the scheme, following the Government guidelines.</p>	<p>Cabinet 6 February 2019</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</p>	<p>Open</p>		<p>Cabinet Member for Finance and Performance</p> <p>Zoe Kent</p>

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			the decision relates.			
	<p>Disposal of 17/17A Station Street, Sittingbourne</p> <p>This report is to consider the potential disposal of the property formerly occupied by the Citizens Advice Service and is now surplus to requirements.</p>	<p>Cabinet 6 February 2019</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>Part exempt</p>		<p>Cabinet Member for Finance and Performance</p> <p>Kent Parker</p>
	<p>South Thames Gateway Building Control Partnership - 2019 to 2022 Business and Delivery Plan</p> <p>To agree the Business and Delivery Plans for South Thames Gateway Building Control.</p>	<p>Cabinet 6 February 2019</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</p>	<p>Part exempt</p>		<p>Cabinet Member for Planning</p> <p>James Freeman</p>

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			in an area comprising two or more wards or electoral divisions in the area of the local authority.			
	<p>Medium Term Financial Plan and 2019/20 Budget</p> <p>This report sets out the Council's Medium Term Financial Plan and proposals for the 2019/20 Budget.</p>	<p>Cabinet 6 February 2019</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>Corporate Plan 2019-2022</p> <p>Adoption of the new Corporate Plan 2019-2022, which will replace the current plan "Making Swale a Better Place". The plan forms part of the Council's overarching policy framework, and adoption is therefore a matter for Full Council. Cabinet Members and officers will work on the Plan through the second half of 2018, and this will include consultation with all members via Policy Development and Review Committee and group leaders.</p>	<p>Cabinet 6 February 2019</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>Leader</p> <p>David Clifford davidclifford@swale.gov.uk</p>
	<p>Treasury Management Strategy Statement and Investment Strategy 2019/20</p>	<p>Cabinet 6 February 2019</p>	<p>Non-Key This is not a key decision as it will be considered</p>	<p>Open</p>		<p>Cabinet Member for Finance and Performance</p> <p>Nick Vickers</p>

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	This report sets out and seeks approval of the proposed Treasury Management Strategy and Investment Strategy for the Council in 2019/20. It will be proposed to Council at the meeting on 20 February 2019.		and decided by full Council.			
	Recommendations from the Swale Joint Transportation Board meeting held on 17 December 2018	Cabinet 6 February 2019	Non-Key	Open		Cabinet Member for Finance and Performance
	Potential disposal of closed public conveniences This report is to consider the potential disposal of closed public conveniences in Newington and Queenborough.	Cabinet 20 March 2019	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.	Part exempt		Cabinet Member for Finance and Performance Kent Parker

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	Recommendations from the Local Plan Panel held on 28 February 2019	Cabinet 20 March 2019	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 James Freeman
	Recommendations from the Swale Joint Transportation Board meeting held on 18 March 2019	Cabinet 20 March 2019	Non-Key	Part exempt		Cabinet Member for Regeneration
	Financial Management Report: April - December 2018 This report shows the revenue and capital projected outturn for 2018/19 as at the end of period 9, covering the period from April to December 2018.	Cabinet 20 March 2019	Non-Key This is not a key decision as it is for information only.	Open		Cabinet Member for Finance and Performance Nick Vickers
	Warden Bay Land (junction Imperial Drive and Cliff Drive) Community Asset Transfer Date for decision to be confirmed. This report seeks approval for the community asset transfer of land located on the junction of Imperial Drive and Cliff Drive, Warden Bay to the Warden Bay Parish	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	Open		Cabinet Member for Finance and Performance Sophia Ramm

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	Council.		communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.			