

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

July 2019 - October 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 Roger Truelove – Leader and Cabinet Member for Finance
Councillor Mike Baldock – Deputy Leader and Cabinet Member for Planning
Councillor Richard Palmer – Cabinet Member for Community
Councillor Monique Bonney - Cabinet Member for Economy and Property
Councillor Tim Valentine - Cabinet Member for Environment
Councillor Harrison – Cabinet Member for Health and Wellbeing
Councillor Ben J Martin – Cabinet Member for Housing

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
	Recommendations from the Local Plan Panel held on 6 June 2019	Cabinet 12 June 2019	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
	Queenborough and Rushenden Regeneration Scheme funding agreement amount increase Delegated authority was given in December 2018 for a funding agreement of £3.5 million. Subsequent market testing has shown the land raising costs to have increased significantly due to market shortages in materials. Homes England have provided us with the opportunity to bid for additional funding to cover this expected price increase.	Cabinet 12 June 2019	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.	Open		Cabinet Member for Community Kieren Mansfield
	Outside Bodies Nominations to be made by Cabinet Cabinet are asked to appoint Members to outside bodies for the 2019/20 Municipal Year.	Cabinet 12 June 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	Open		Leader Philippa Davies philippadavies@swale.gov.uk

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			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.			
	Living Wage To consider implementing the Living wage for Swale employees and major contractors.	Cabinet 10 July 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.	Open		Cabinet Member for Finance Nick Vickers

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	<p>Contract awards - parking operations Cabinet report to provide authority to complete contract documentation for two parking services.</p>	<p>Cabinet 10 July 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>Open</p>		<p>Cabinet Member for Housing Martyn Cassell</p>
	<p>Interim revisions to Corporate Plan (decision title TBA) This report will provide an addendum or similar to the corporate plan adopted by Council in April 2019, in order to update it to reflect the new coalition administration's political priorities.</p>	<p>Cabinet 10 July 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 David Clifford davidclifford@swale.gov.uk</p>
	<p>Requirement for Members to undergo equality and diversity training before being eligible to sit on committees This report will propose that a minimum training requirement in respect of equality and diversity be met in order for Members to be eligible to sit on certain</p>	<p>Cabinet 10 July 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 Planning David Clifford davidclifford@swale.gov.uk</p>

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	committees.					
	<p>Public Space CCTV Strategy Adoption</p> <p>This report is to seek approval from Cabinet to adopt the Public Space CCTV Strategy, following its consultation.</p>	<p>Cabinet 10 July 2019</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 Community</p> <p>Steph Curtis</p>
	<p>Adoption of the Housing, Homelessness and Rough Sleeping Strategy 2019 - 2023</p> <p>The Housing, Homelessness and Rough Sleeping Strategy sets out the priorities for the Council over the next 4 years. Following the public consultation Cabinet is requested to formally adopt the Strategy.</p>	<p>Cabinet 10 July 2019</p>	<p>Key</p> <p>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 Housing</p> <p>Charlotte Hudson</p>

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	<p>Disposal of 17/17A Station Street, Sittingbourne 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 25 September 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 Kent Parker</p>
	<p>Financial Management report - financial outturn report 2018/19 Cabinet is asked to consider this report which shows the revenue and capital outturn for 2018/19 and to approve rollovers into 2019/20.</p>	<p>Cabinet 10 July 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>Open</p>		<p>Cabinet Member for Finance Nick Vickers</p>

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	Recommendations from the Local Plan Panel held on 27 June 2019	Cabinet 10 July 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 Gill Harris
	Recommendations from the Swale Joint Transportation Board meeting held on 24 June 019	Cabinet 10 July 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.			Cabinet Member for Community
	Recommendations from the Swale Joint Transportation Board meeting held on 9 September 2019	Cabinet 25 September 2019	Non-Key	Open		

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	<p>Financial Management Report: April - June 2019 This report shows the revenue and capital projected outturn for 2019/20 as at the end of period 3, covering the period from April to June 2019.</p>	<p>Cabinet 25 September 2019</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>Recommendations from the Local Plan Panel meeting held on 25 July 2019</p>	<p>Cabinet 25 September 2019</p>	<p>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 Councillor Tim Gibson</p>
	<p>Review of Fees and Charges The report invites Cabinet to consider the proposals for the level of fees and charges to be levied for the next financial year 2020/21 for submission to Council. Charges will take effect from 1 April 2020.</p>	<p>Cabinet 30 October 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>Open</p>		<p>Cabinet Member for Finance Nick Vickers</p>

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	Recommendations from the Local Plan Panel meeting held on 17 October 2019	Cabinet 30 October 2019	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 Councillor Tim Gibson
	Financial Management Report April to September 2019 This report shows the revenue and capital projected outturn for 2019/20 as at the end of period 6, covering the period from April to September 2019.	Cabinet 11 December 2019	Non-Key This is not a key decision as it is for information only.	Open		Cabinet Member for Finance Nick Vickers
	Medium Term Financial Plan and 2020/21 Budget This report sets out the Council's Medium Term Financial Plan and proposals for the 2020/02 Budget.	Cabinet 11 December 2019	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
	Treasury Management Strategy Statement and Investment Strategy 2020/21 This report sets out and seeks approval of the proposed Treasury Management Strategy and Investment Strategy for the Council in 2020/21. It will be proposed to Council at the meeting on 26 February 2020.	Cabinet 12 February 2020	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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	<p>Medium Term Financial Plan and 2020/21 Budget This report sets out the Council's Medium Term Financial Plan and proposals for the 2020/21 Budget.</p>	<p>Cabinet 12 February 2020</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>Financial Management Report: April - December 2019 This report show the revenue and capital projected outturn for 2019/20 as at the end of period 9, covering the period from April to December 2019.</p>	<p>Cabinet 18 March 2020</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>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 Council.</p>	<p>Cabinet</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</p>	<p>Open</p>		<p>Cabinet Member for Finance Sophia Ramm</p>

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			more wards or electoral divisions in the area of the local authority.			
	<p>Corporate performance indicators and targets 2019/2022 This report proposes additions and deletions to the set of KPIs and targets used to manage and monitor corporate performance for 2019 - 2022.</p> <p>Meeting date to be confirmed.</p>	Cabinet	<p>Non-Key This is not a key decision as it will be considered and decided by full Council.</p>	Open		<p>Cabinet Member for Finance Tony Potter</p>
	<p>Council Beach Hut Policy The report sets out the future policies for the Council to support investment to increase beach hut provision in Swale, improved localised infrastructure which will help grow our tourism offer and operational and charging policies for hut users.</p> <p>Decision date to be agreed.</p>	Cabinet	<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>	Open		<p>Cabinet Member for Community Mike Marsh</p>