

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

**April 2020 - July 2020**

**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](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>Ecological Emergency Plan</p> <p>To adopt the Action Plan as committed to under the Climate and Ecological Emergency.</p>	<p>Cabinet 22 April 2020</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>Councillor Tim Valentine - Cabinet Member for Environment</p> <p>Janet Hill</p>
	<p>Procurement of Consultancy Services</p> <p>Appointment of Reed Talent Solutions t/a Consultancy+ as a provider of Consultancy Services until 30 September 2022 with the option to extend for 12 months.</p>	<p>Cabinet 22 April 2020</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>Councillor Roger Truelove - Cabinet Member for Finance</p> <p>Charlotte Knowles</p>
	<p>Approval of consultation draft of the Housing Allocations Policy 2020</p> <p>This report is requesting approval of the consultation draft of the</p>	<p>Cabinet 22 April 2020</p>	<p>Non-Key</p> <p>This is not a key decision because is it not likely to result in the local authority incurring</p>	<p>Open</p>		<p>Councillor Ben J Martin - Cabinet Member for Housing</p> <p>Charlotte Hudson</p>

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	Housing Allocations Policy before the public consultation begins.		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.			
	Minster Leas Toilets Contract Award  Outcome of recent tender process for Minster Leas toilet block. Recommendation of contract award.	Cabinet 22 April 2020	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		Councillor Tim Valentine - Cabinet Member for Environment  Jay Jenkins

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	<p>CCTV Policy for Adoption</p> <p>Following the CCTV Service being brought back in-house for 2020/21, this policy details how the public space CCTV service will be managed. This will include the legislation it must be operated within; how it will be monitored and the data managed; and the commissioning requirements for any new cameras.</p>	<p>Cabinet 22 April 2020</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>Councillor Richard Palmer - Cabinet Member for Community</p> <p>Steph Curtis</p>
	<p>Recommendations from the Extraordinary Local Plan Panel meeting held on Thursday 26 March 2020</p>	<p>Cabinet 10 June 2020</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>Councillor Mike Baldock - Cabinet Member for Planning</p> <p>James Freeman</p>
	<p>Community Housing Fund: Options for future delivery models in Swale</p> <p>To consider options available to the Council regarding Swale's remaining Community Housing Fund of £281,232 and, agree an approach for spending this ring-fenced grant.</p>	<p>Cabinet 10 June 2020</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</p>	<p>Part exempt</p>		<p>Councillor Ben J Martin - Cabinet Member for Housing</p> <p>Rebecca Walker</p>

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			function to which the decision relates.			
	<p>Overarching enforcement policy</p> <p>The policy is intended as an umbrella policy and applies to all service areas of the Council with enforcement activity. The policy sets out what those who are on the receiving end of enforcement action should expect from the Council in how it discharges its responsibilities.</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>Councillor Roger Truelove - Leader</p> <p>Bob Pullen</p>
	<p>Protecting Tonge Country Park</p> <p>Tonge Country Park is an important heritage and green space asset to the borough. The report seeks approval to enter into discussions with the landowners to, in the short-term, get access to Becketts Pond and longer-term wider access and</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</p>	Open		<p>Councillor Mike Baldock - Cabinet Member for Planning</p> <p>Emma Wiggins</p>

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	potentially public ownership.		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>Webcasting Council Meetings</p> <p>To discuss webcasting Council meetings, including resource and data protection implications.</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>Councillor Roger Truelove - Cabinet Member for Finance</p> <p>Sarah Porter</p>

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	<p>Council Beach Hut Policy</p> <p>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>	Cabinet	<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>Councillor Monique Bonney - Cabinet Member for Economy and Property</p> <p>Martyn Cassell</p>