

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

May 2020 - August 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 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>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 function to which the decision relates.</p>	<p>Part exempt</p>		<p>Councillor Ben J Martin - Cabinet Member for Housing</p> <p>Rebecca Walker</p>
	<p>Contract for Post collection and delivery service</p> <p>The report seeks delegated authority for the Head of Property Services in consultation with the Cabinet Member for Finance to enter into a new contract for the collection and delivery of post at Swale House via the Crown Commercial Services Framework agreement once it becomes operational.</p>	<p>Cabinet 8 July 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 function to which the decision relates.</p>	<p>Open</p>		<p>Councillor Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Anne Adams</p>

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	<p>Approval of consultation draft of the Housing Allocations Policy 2020</p> <p>This report is requesting approval of the consultation draft of the Housing Allocations Policy before the public consultation begins.</p>	Cabinet (meeting date to be confirmed).	<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>Councillor Ben J Martin - Cabinet Member for Housing</p> <p>Charlotte Hudson</p>
	<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 (meeting date to be confirmed).	<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</p>	Open		<p>Councillor Roger Truelove - Leader</p> <p>Bob Pullen</p>

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			comprising two or more wards or electoral divisions in the area of the local authority.			
	<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 potentially public ownership.</p>	Cabinet (meeting date to be confirmed).	<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 Mike Baldock - Cabinet Member for Planning</p> <p>Emma Wiggins</p>
	<p>Webcasting Council Meetings</p> <p>To discuss webcasting Council meetings, including resource and data protection implications.</p>	Cabinet (meeting date to be confirmed).	<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</p>	Open		<p>Councillor Roger Truelove - Cabinet Member for Finance</p> <p>Sarah Porter</p>

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			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>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 (meeting date to be confirmed).	<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>