

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

**July 2021 - October 2021**

**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 Julian Saunders** - Cabinet Member for Environment  
**Councillor Angela 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
	Recommendations from the South Thames Gateway Building Control Meeting held on 17 June 2021	Cabinet 14 July 2021	Non-Key	Open	Published minutes 17 June 2021	Councillor Mike Baldock - Cabinet Member for Planning  James Freeman
	Housing Delivery Test Action Plan 2021 In January 2021 the government published the results of the Housing Delivery Test. The Council achieved 79%, the consequence being the need to prepare and publish an action plan by 19 July 2021.  The action plan sets out an explanation for the level of housing delivery and actions undertaken to improve this.	Cabinet 14 July 2021	Non-Key	Open		Councillor Mike Baldock - Cabinet Member for Planning  Jill Peet
	Procurement of Utility Supplies To consider whether to enter into a contract with Laser Energy Buying Group for the purchase of gas and electricity.	Cabinet 14 July 2021	Key	Open		Councillor Roger Truelove - Leader and Cabinet Member for Finance  Anne Adams
	Land at Colegates Close, Oare - Community Asset Transfer This reports seeks approval for the transfer under the Community Asset Transfer Policy of the vacant land at Colegates Close, Oare to Oare Parish Council for use as a community orchard.	Cabinet 14 July 2021	Non-Key	Open		Councillor Monique Bonney - Cabinet Member for Economy and Property  Kent Parker

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	Financial Management Report - Financial Outturn Report 2020/21 Cabinet is asked to consider this report which shows the revenue and capital outturn for 2020/21 and to approve rollovers into 2021/22.	Cabinet 14 July 2021	Non-Key	Open		Councillor Roger Truelove - Leader and Cabinet Member for Finance  Nick Vickers
	Future Delivery of Property Maintenance	Cabinet 14 July 2021	Key	Open		Councillor Monique Bonney - Cabinet Member for Economy and Property  Anne Adams
	Recommendations from the Swale Joint Transportation Board meeting held on 21 June 2021	Cabinet 14 July 2021	Non-Key	Open		
	Recommendations from the Local Plan Panel meeting held on 8 July 2021	Cabinet 14 July 2021	Non-Key	Open		Councillor Mike Baldock - Cabinet Member for Planning  James Freeman
	Community Asset Transfer - The Walled Garden, Faversham To grant a 25-year lease to Brogdale CIC on a peppercorn rent to develop and manage the asset for community benefit.	Cabinet 22 September 2021	Non-Key	Open		Councillor Richard Palmer - Cabinet Member for Community  Lyn Newton

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	Swale House refurbishment - Award of Contracts	Cabinet 22 September 2021	Key	Open		Councillor Monique Bonney - Cabinet Member for Economy and Property  Anne Adams
	Recommendations from the Local Plan Panel meeting held on 2 September 2021	Cabinet 22 September 2021	Non-Key	Open		Councillor Mike Baldock - Cabinet Member for Planning  James Freeman
	Recommendations from the Swale Joint Transportation Board meeting held on 6 September 2021	Cabinet 22 September 2021	Non-Key	Open		
	Financial Management Report: April - June 2021 This report shows the revenue and capital projected outturn for 2021/22 as at the end of period 3, covering the period from April to June 2021.	Cabinet 22 September 2021	Non-Key	Open		Councillor Roger Truelove - Leader and Cabinet Member for Finance  Nick Vickers
	Recommendations from the Local Plan Panel meeting held on 7 October 2021	Cabinet 27 October 2021	Non-Key	Open		Councillor Mike Baldock - Cabinet Member for Planning  James Freeman

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	<p>Review of Fees and Charges 2022/23</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 2022/23 for submission to Council. Charges will take effect from 1 April 2022.</p> <p>It will be proposed to Council at the meeting on 12 January 2022.</p>	Cabinet 27 October 2021	Non-Key	Open		<p>Councillor Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Nick Vickers</p>
	<p>Medium Term Financial Plan and 2022/23 Budget</p> <p>This report set out the Council's Medium Term Financial Plan and proposals for the 2022/23 Budget.</p>	Cabinet 8 December 2021	Non-Key	Open		<p>Councillor Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Nick Vickers</p>
	<p>Recommendations from the Local Plan Panel meeting held on 25 November 2021</p>	Cabinet 8 December 2021	Non-Key	Open		<p>Councillor Mike Baldock - Cabinet Member for Planning</p> <p>James Freeman</p>
	<p>Recommendations from the Swale Joint Transportation meeting held on 6 December 2021</p>	Cabinet 8 December 2021	Non-Key	Open		
	<p>Recommendations from the Local Plan Panel meeting held on 27 January 2022</p>	Cabinet 9 February 2022	Non-Key	Open		<p>Councillor Mike Baldock - Cabinet Member for Planning</p> <p>James Freeman</p>

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	<p>Treasury Management Strategy Statement and Investment Strategy 2022/23</p> <p>This report sets out and seeks approval of the proposed Treasury Management Strategy and Investment Strategy for the Council in 2022/23. It will be proposed to Council at the meeting on 23-2-22.</p>	<p>Cabinet 9 February 2022</p>	<p>Non-Key</p>	<p>Open</p>		<p>Councillor Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Nick Vickers</p>
	<p>Medium-Term Financial Plan and 2022/23 Budget</p> <p>This report set out the Council's Medium-Term Financial Plan and proposals for the 2022/23 Budget.</p> <p>It will be proposed to Council at the meeting on 23 February 2022 as an appendix to the Council Tax Resolution.</p>	<p>Cabinet 9 February 2022</p>	<p>Non-Key</p>	<p>Open</p>		<p>Councillor Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Nick Vickers</p>
	<p>Financial Management Report: April - December 2021</p> <p>This report shows the revenue and capital projected outturn for 2021/22 as at the end of period 9, covering the period from April to December 2021.</p>	<p>Cabinet 16 March 2022</p>	<p>Non-Key</p>	<p>Open</p>		<p>Councillor Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Nick Vickers</p>
	<p>Recommendations from the Swale Joint Transportation Board meeting held on 28 February 2022</p>	<p>Cabinet 16 March 2022</p>	<p>Non-Key</p>	<p>Open</p>		

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 meeting held on 24 March 2022	Cabinet	Non-Key	Open		Councillor Mike Baldock - Cabinet Member for Planning  James Freeman