

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

April 2014 to July 2014

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 Kenneth Pugh - Cabinet Member for Community Safety and Health
Councillor David Simmons - Cabinet Member for Environmental and rural affairs
Councillor Duncan Dewar-Whalley - Cabinet Member for Finance
Councillor John Wright - Cabinet Member for Housing
Councillor Mike Whiting - Cabinet Member for Localism
Councillor Ted Wilcox - Cabinet Member for Performance
Councillor Mike Cosgrove - Cabinet Member for Regeneration
Councillor Gerry Lewin - Deputy Leader and Cabinet Member for Planning

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.

Decision item and background information	Key Decision	Decision maker, date and time of meeting	Will the report be exempt or have any exempt appendices?	If any part of the report is exempt please state the reasons and the exempt paragraph number(s)	List of the documents submitted to the decision maker	Lead Officer
Grant of Easement for Right of Way - Access Road Rear of Former Victoria Working Men's Club, Broadway, Sheerness - To approve terms agreed for the grant of an easement for a right of way over the Council owned rear access road.	No	Cabinet Delegated Decisions - 24 February 2014 10:00	Yes	not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as it contains information regarding the financial or business affairs of any particular person.		Kent Parker
Sittingbourne Town Centre - Progress Report and changes to the Development Agreement - Further to the Cabinet Report (06-06-12) - report for formal agreement to a Deed of Variation to the Development Agreement.	Yes - this is a key decision as it is likely to result in the local authority incurring expenditure which is over the key decision threshold of 100,000 and to be significant in terms of its effects on communities living or working in an area comprising two or more wards.	Cabinet - 09 April 2014 19:00	Yes	The report will have confidential appendices which will contain commercially sensitive information.		Pete Raine, Regeneration Director.

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Annual Refresh of the Corporate Plan - This report will set out some recommendations for refreshing the corporate plan priority actions and activity areas.	No - This is not a key decision as the decision will be made by Council.	Cabinet - 16 April 2014 19:00	No			Abdool Kara, Chief Executive, 01795 7394, abdoolkara@swale.gov.uk
Faversham Gym Club - to consider extending the	Yes - This is a key decision as it affects more than one	Cabinet - 16 April 2014 19:00	No			Anne Adams

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current 25 year lease to a new 125 year lease.	ward.					
Changes to ground floor public reception areas in Swale House - To consider proposed changes to the ground floor layout to improve our service to customers and to agree the proposed method of funding.	No - This is not a key decision as it is an internal issue.	Cabinet - 16 April 2014 19:00	No			Brian Planner

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Airports Commission Consultation. This report considers the Government's options for airport growth in the South East and could potentially impact on the whole Borough.	Yes - this is a key decision as it affects more than one ward.	Cabinet - 16 April 2014 19:00	No		Airports Commission: Appraisal Framework Consultation, January 2014	James Freeman head of Planning XTN 7309
Minutes of the Swale Joint Transportation	No	Cabinet - 16 April 2014 19:00	No			Philippa Davies, Democratic Services Officer,

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Board meeting held on 10 March 2014.						01795 417329, philippadavies@swale.gov.uk
Swale Homelessness Strategy - The 2002 Homelessness Act places a legal duty on local authorities to develop a Homelessness Strategy and to undertake a review of homelessness across the borough every five years.	Yes - This is a key decision as it will cover the whole of the Borough and therefore affect every ward in Swale.	Cabinet - 16 April 2014 19:00	No			Roxanne Sheppard, Housing Options Manager x7624

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The existing Swale Homelessness Strategy was published in 2008 and therefore needs up dating. The new Strategy will set out the strategic vision for tackling homelessness across the borough, focusing on activities to prevent homelessness and how the local authority can						

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ensure sufficient provision of accommodation and support for those who become homeless or who are at risk of becoming homeless. The new Strategy will also consider the potential impacts of new government policies such as the ability to discharge the statutory						

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homelessness duty in the private rented sector and the introduction of welfare reform.						
Local Engagement Forums February and March 2014 - The report draws together notes of the discussion, outcomes and recommendations for Cabinet to consider following the recent Swale	No - This is not a key decision as it is an information report.	Cabinet - 04 June 2014 19:00	No			Christopher Blandford, ECS Coordinator, christopherblandford@swale.gov.uk, 01795 417165

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Local Engagement Forums (LEFs) of Faversham (25 February 2014), Sheppey (11 March 2014), and Sittingbourne (25 March 2014).						
Business Rates Outturn Report - An information report on the business rates collected and the income to Swale Borough Council for	No - This is not a key decision as it is an information report.	Cabinet - 23 July 2014 19:00	No			Brian Planner

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2013/14.						
2013/14 Financial Outturn Management Report - Cabinet is asked to consider the report which sets out the 2013/14 revenue and capital projected outturn.	No - This is not a key decision as it is an on-going monitoring report.	Cabinet - 23 July 2014 19:00	No			Nick Vickers, Head of Finance