

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

**January 2020 - April 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>Creation of a Nominee Company for Spirit of Sittingbourne lease holding responsibilities</p> <p>Cabinet Delegated Decision - Approval for creation of a Nominee Company to take on lease management responsibilities within the Spirit of Sittingbourne leisure development.</p> <p>Decision date to be confirmed.</p>	<p>Cabinet Delegated Decision 4 December 2019</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 more wards or electoral divisions in the area of the local authority.</p>	<p>Open</p>		<p>Councillor Monique Bonney - Cabinet Member for Economy and Property</p> <p>Charlotte Hudson</p>
	<p>Queenborough and Rushenden HIF Agreement Deed of Variation</p> <p>The report outlines the need to agree a Deed of Variation to the original Grant Determination Agreement entered into with Homes England in order to provide additional funds to cover the VAT associated with the works.</p>	<p>Cabinet Delegated Decision 10 December 2019 (tbc)</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</p>	<p>Open</p>		<p>Councillor Monique Bonney - Cabinet Member for Economy and Property</p> <p>Debbie Townrow</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
			in an area comprising two or more wards or electoral divisions in the area of the local authority.			
	Recommendations from the Swale Joint Transportation Board meeting held on 13 January 2020	Cabinet 12 February 2020	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		
	Council Tax Support Scheme 2020/21  The council must put in place its Council Tax Support scheme to give help to those residents on a low income. The consultation has been completed and the scheme	Cabinet 12 February 2020	Non-Key This is not a key decision as it will be considered and decided by full Council.	Open		Councillor Roger Truelove - Cabinet Member for Finance  Zoe Kent

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
	must be approved by Members by 28 February 2020.					
	<p>Fuel and Water Poverty Outreach Worker</p> <p>To get Cabinet's approval to go to appoint a third sector organisation to deliver fuel and water poverty advice to our most vulnerable residents</p>	Cabinet 12 February 2020	<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>	Open		<p>Councillor Tim Valentine - Cabinet Member for Environment</p> <p>Janet Hill</p>
	<p>Staying Put Contractor Framework Procurement</p> <p>This is the retendering of the Staying Put frameworks which covers Disabled works including falls prevention and hospital discharge.</p>	Cabinet 12 February 2020	<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. It is significant in terms of its effect on communities</p>	Open		<p>Councillor Ben J Martin - Cabinet Member for Housing</p> <p>Susan Hughes</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
			living or working in an area comprising two or more wards or electoral divisions in the area of the local authority..			
	<p>Treasury Management Strategy Statement and Investment Strategy 2020/21</p> <p>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.</p>	Cabinet 12 February 2020	Non-Key This is not a key decision as it will be considered and decided by full Council.	Open		Councillor Roger Truelove - Cabinet Member for Finance  Nick Vickers
	<p>Medium Term Financial Plan and 2020/21 Budget</p> <p>This report sets out the Council's Medium Term Financial Plan and proposals for the 2020/21 Budget.</p>	Cabinet 12 February 2020	Non-Key This is not a key decision as it will be considered and decided by full Council.	Open		Councillor Roger Truelove - Cabinet Member for Finance  Nick Vickers
	<p>Financial Management Report: April - December 2019</p> <p>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>	Cabinet 18 March 2020	Non-Key This is not a key decision as it is for information only.	Open		Councillor Roger Truelove - Cabinet Member for Finance  Nick Vickers

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>Constitutional Review: Area Committees</p> <p>Meeting date to be confirmed. This report recommends cabinet to propose the establishment of area committees to council, as the first stage in the wider constitutional review.</p>	Cabinet	<p>Non-Key This is not a key decision as it will be considered and decided by full Council.</p>	Open		<p>Councillor Mike Baldock - Cabinet Member for Planning</p> <p>David Clifford</p>
	<p>Webcasting Council Meetings</p> <p>To discuss webcasting Council meetings, including resource and data protection implications.</p> <p>Decision date to be confirmed.</p>	Cabinet	<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 Roger Truelove - Cabinet Member for Finance</p> <p>Sarah Porter</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
	<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> <p>Decision date to be agreed.</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>
	<p>Corporate Plan</p> <p>This report recommends cabinet to propose a new corporate plan to council focused on the political priorities of the coalition administration.</p> <p>Decision date to be confirmed.</p>	Cabinet	<p>Non-Key</p> <p>This is not a key decision as it will be considered and decided by full Council.</p>	Open		<p>Councillor Roger Truelove - Leader</p> <p>David Clifford</p>