

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

June 2021 - September 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 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>Microsoft Enterprise Renewal - Contract Award</p> <p>To agree award of contract for delivery of the Microsoft Enterprise Renewal.</p>	<p>Cabinet 9 June 2021</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>Julie May</p>
	<p>Swale Borough Council and its approach to recovery</p> <p>As the country starts to phase out of Lockdown for the second time, we have developed a recovery plan that responds to the different phases of recovery; immediate, medium term and long term. This is an update report.</p>	<p>Cabinet 9 June 2021</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</p>	<p>Open</p>		<p>Councillor Roger Truelove - Leader</p> <p>Emma Wiggins</p>

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			in the area of the local authority.			
	<p>Housing Shareholder Board</p> <p>To propose the working arrangements for the Housing Shareholder Board.</p>	<p>Cabinet 9 June 2021</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 Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Nick Vickers</p>
	<p>Recommendations from the Local Plan Panel meeting held on 3 June 2021</p>	<p>Cabinet 9 June 2021</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>		

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	<p>Waste Collection and Street Cleansing - Future provision</p> <p>To approve the recommendations within the report with regards to remaining within the Mid Kent Waste Partnership; the preferred waste collection methodology; and the preferred service provision model.</p>	<p>Cabinet 9 June 2021</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 Julian Saunders - Cabinet Member for Environment</p> <p>Martyn Cassell</p>
	<p>Outside Bodies Nominations to be made by Cabinet</p>	<p>Cabinet 9 June 2021</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</p>	<p>Open</p>		<p>Councillor Roger Truelove - Leader</p>

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			comprising two or more wards or electoral divisions in the area of the local authority.			
	Swale House refurbishment - Award of Contracts	Cabinet 14 July 2021	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 Monique Bonney - Cabinet Member for Economy and Property Anne Adams
	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 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	Open		Councillor Roger Truelove - Leader and Cabinet Member for Finance Nick Vickers

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			living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.			
	<p>Community Asset Transfer - The Walled Garden, Faversham</p> <p>To grant a 25-year lease to Brogdale CIC on a peppercorn rent to develop and manage the asset for community benefit.</p>	Cabinet 14 July 2021	<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 Richard Palmer - Cabinet Member for Community</p> <p>Lyn Newton</p>
	Future Delivery of Property Maintenance	Cabinet 14 July 2021	<p>Key</p> <p>It is likely to result in the Council incurring expenditure above £100,000 or the making of</p>	Open		<p>Councillor Monique Bonney - Cabinet Member for Economy and Property</p> <p>Anne Adams</p>

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			savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates.			
	Recommendations from the Swale Joint Transportation Board meeting held on 21 June 2021	Cabinet 14 July 2021	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		
	Recommendations from the Local Plan Panel meeting held on 8 July 2021	Cabinet 14 July 2021	Non-Key This is not a key decision as the making and adoption of the	Open		Councillor Mike Baldock - Cabinet Member for Planning James Freeman

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			LDF will ultimately be considered and decided by full Council.			
	Recommendations from the Local Plan Panel meeting held on 2 September 2021	Cabinet 22 September 2021	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.	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 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		

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	<p>Financial Management Report: April - June 2021</p> <p>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.</p>	<p>Cabinet 22 September 2021</p>	<p>Non-Key This is not a key decision because it is 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 Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Nick Vickers</p>
	<p>Recommendations from the Local Plan Panel meeting held on 7 October 2021</p>	<p>Cabinet 27 October 2021</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>Review of Fees and Charges 2022/23</p> <p>The report invites Cabinet to consider the proposals for the</p>	<p>Cabinet 27 October 2021</p>	<p>Non-Key This is not a key decision as it will be considered and decided by</p>	<p>Open</p>		<p>Councillor Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Nick Vickers</p>

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	<p>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>		full Council.			
	<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 This is not a key decision as it will be considered and decided by full Council.	Open		<p>Councillor Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Nick Vickers</p>
	Recommendations from the Local Plan Panel meeting held on 25 November 2021	Cabinet 8 December 2021	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.	Open		<p>Councillor Mike Baldock - Cabinet Member for Planning</p> <p>James Freeman</p>
	Recommendations from the Swale Joint Transportation meeting held on 6 December 2021	Cabinet 8 December 2021	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	Open		

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			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.			
	Recommendations from the Local Plan Panel meeting held on 27 January 2022	Cabinet 9 February 2022	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.	Open		Councillor Mike Baldock - Cabinet Member for Planning James Freeman
	Treasury Management Strategy Statement and Investment Strategy 2022/23 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.	Cabinet 9 February 2022	Non-Key This is not a key decision as it will be considered and decided by full Council.	Open		Councillor Roger Truelove - Leader and Cabinet Member for Finance Nick Vickers

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	<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 This is not a key decision as it will be considered and decided by full Council.</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 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 Roger Truelove - Leader and Cabinet Member for Finance</p> <p>Nick Vickers</p>

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	Recommendations from the Swale Joint Transportation Board meeting held on 28 February 2022	Cabinet 16 March 2022	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		
	Recommendations from the Local Plan Panel meeting held on 24 March 2022	Cabinet	Key This is not a key decision as the making and adoption of the LDF will ultimately be considered and decided by full Council.	Open		Councillor Mike Baldock - Cabinet Member for Planning James Freeman