

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

**December 2017 - March 2018**

**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 Gerry Lewin** – Deputy Leader and Cabinet Member for Planning

**Councillor Duncan Dewar-Whalley** - Cabinet Member for Finance and Performance

**Councillor Mike Cosgrove** - Cabinet Member for Regeneration

**Councillor David Simmons** – Cabinet Member for Environment and Rural Affairs

**Councillor Alan Horton** – Cabinet Member for Safer Families and Communities

**Councillor Ken Pugh** – Cabinet Member for Housing and Wellbeing

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>Street Markets - Contract Extension</p> <p>Contract award made on 3 +2 years - to seek approval to extend to allow continuous market operation for two years.</p>	<p>Cabinet 6 December 2017</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>Cabinet Member for Regeneration</p> <p>Lyn Newton</p>
	<p>Civil Enforcement Contract Tender Award</p>	<p>Cabinet 6 December 2017</p>	<p>Key It is likely to result in the</p>	<p>Open</p>		<p>Cabinet Member for Safer Families and Communities</p>

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	To consider the Civil Enforcement Contract Tender Award.		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.			Martyn Cassell
	<p>Financial Management Report April to September 2017</p> <p>This report shows the revenue and capital projected outturn for 2017/18 as at the end of period 6, covering the period from April to September 2017.</p>	Cabinet 6 December 2017	Non-Key This is not a key decision as it is for information only.	Open		<p>Cabinet Member for Finance and Performance</p> <p>Nick Vickers</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>Medium Term Financial Plan and 2018/19 Budget</p> <p>This report sets-out the Council's Medium Term Financial Plan and proposals for the 2018/19 Budget.</p>	<p>Cabinet 6 December 2017</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>Cabinet Member for Finance and Performance</p> <p>Nick Vickers</p>
	<p>Cabinet Delegated Decision Date of meeting to be confirmed.</p> <p>Sale of land adj. 1 East Green, Kemsley.</p> <p>This report seeks approval for the sale of a small parcel of land to the adjoining owner on the terms provisionally agreed.</p>	<p>Cabinet</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</p>			<p>Cabinet Member for Finance and Performance</p> <p>Kent Parker</p>

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			or electoral divisions in the area of the local authority.			
	<p>Sale of Land at Minster Cliffs Estate</p> <p>This report seeks approval for the sale of land to be developed for housing subject to planning permission and on the terms provisionally agreed.</p>	<p>Cabinet 10 January 2018</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>Cabinet Member for Finance and Performance</p> <p>Kent Parker</p>
	<p>Minutes of the South Thames Gateway Building Control Joint Committee held on 7 December 2017</p>	<p>Cabinet 10 January 2018</p>	<p>Non-Key This is not a key decision because is it</p>	<p>Open</p>		<p>Cabinet Member for Planning</p> <p>James Freeman</p>

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			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.			
	Minutes of the Swale Joint Transportation Board meeting held on 18 December 2017	Cabinet 10 January 2018	Non-Key This is not a key decision because is it not likely to result in the local authority incurring	Open		Cabinet Member for Regeneration

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			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>Visitor Economy Strategy</p> <p>This sets-out priority actions for the tourism sector in Swale from 2017 to 2020.</p>	<p>Cabinet 7 February 2018</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</p>	<p>Open</p>		<p>Cabinet Member for Regeneration</p> <p>Lyn Newton</p>

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			to the local authority's budget for the service or function to which the decision relates.			
	<p>Treasury Management Strategy Statement and Investment Strategy 2018/19</p> <p>This report sets-out and seeks approval of the proposed Treasury Management Strategy and Investment Strategy for the Council in 2018/19. It will be proposed to Council at the meeting on 21 February 2018.</p>	Cabinet 7 February 2018	Non-Key This is not a key decision as it will be considered and decided by full Council.	Open		Cabinet Member for Finance and Performance  Nick Vickers
	<p>Medium Term Financial Plan and 2018/19 Budget</p> <p>This report sets-out the Council's Medium Term Financial Plan and</p>	Cabinet 7 February 2018	Non-Key This is not a key decision as it will be considered and decided	Open		Cabinet Member for Finance and Performance  Nick Vickers



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	proposals for the 2018/19 Budget.		by full Council.			
	<p>Financial Management Report: April - December 2017</p> <p>This report shows the revenue and capital projected outturn for 2017/18 as at the end of period 9, covering the period from April to December 2017.</p>	Cabinet 7 March 2018	<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>Cabinet Member for Finance and Performance</p> <p>Nick Vickers</p>

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	Minutes of the Local Development Framework Panel held on 8 February 2018	Cabinet 7 March 2018	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		Cabinet Member for Planning  Gill Harris
	Minutes of the Swale Joint Transportation Board meeting held on 19 March 2018	Cabinet 23 May 2017	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	Open		Cabinet Member for Regeneration

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			comprising two or more wards or electoral divisions in the area of the local authority.			
	Minutes of the South Thames Gateway Building Control Joint Committee held on 15 March 2018	Cabinet 23 May 2018	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	Open		Cabinet Member for Planning  James Freeman

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