
CABINET

MINUTES of the Meeting held in the Council Chamber, Swale House, East Street, Sittingbourne, Kent, ME10 3HT on Wednesday, 6 December 2017 from 7.00pm - 7.38pm.

PRESENT: Councillors Bowles (Chairman), Mike Cosgrove, Duncan Dewar-Whalley, Alan Horton, Gerry Lewin (Vice-Chairman), Ken Pugh and David Simmons.

OFFICERS PRESENT: Martyn Cassell, Philippa Davies, Lyn Newton, Donna Price, Mark Radford and Nick Vickers.

ALSO IN ATTENDANCE: Councillor Mike Henderson.

376 EMERGENCY EVACUATION PROCEDURE

The Chairman drew attention to the emergency evacuation procedure.

377 MINUTES

The Minutes of the Meeting held on 8 November 2017 (Minute Nos. 306 – 313) were taken as read approved and signed by the Chairman as a correct record.

378 DECLARATIONS OF INTEREST

Councillor David Simmons declared a Disclosable Pecuniary Interest in respect of item 8, Street Markets – Contract Extension, as he was a stall-holder at Faversham Market. Councillor Simmons left the Council Chamber whilst the item was considered and as such did not take part in the discussion or vote on the item.

Part A Recommendation to Council

379 MEDIUM TERM FINANCIAL PLAN AND 2018/19 BUDGET

Cabinet Member for Finance and Performance

Cabinet considered the report of the Chief Financial Officer and the above Cabinet Member which set out the Council's Medium Term Financial Plan (MTFP) and the draft 2018/19 revenue budget.

The Cabinet Member introduced the report and explained that 2018/19 was one of the most difficult budgets for the Council. The increase in the levy funds to the Lower Medway Internal Drainage Board, a reduction in the New Homes Bonus late in 2016 worsened the Council's base budget position by £800,000. There was a funding gap of £1.3 million for 2018/19 and it was forecast that there would be a further £400,000 gap in 2019/20. The 2016/17 underspend of £677,000 was being used to smooth out the gap. The Cabinet Member explained that the 2018/19 Local Government Finance Settlement was expected to be announced in the week

commencing 18 December 2017. Members were reminded that the budget would be considered by the Scrutiny Committee on 25 January 2018.

A visiting Member raised points which included: there was nothing in the report to address doing more for tourism in the Borough, hoped that in the final budget for 2018/19 this would be addressed; if there had been a gentle increase in Council Tax, the funding gap would not exist; more funding was needed to tackle homelessness; and the Council continued to under-budget for Planning income.

Members spoke in support of the well-written report and thanked the Finance Team.

The Cabinet Member for Regeneration drew Members' attention to paragraph 2.19 in the report which reported that the Council had now signed the Development Agreement and the Funding Agreement for the leisure development, as part of the Sittingbourne Town Centre regeneration project.

In response to questions, Members were advised that the 1.2% staff pay increase, as noted in paragraph 2.18 of the report, was not to be compared to the recently publicised public sector increase of 2% which was negotiated on a separate basis, of which SBC had opted out of. The Cabinet Member for Finance and Performance further advised that the figure of items £5,000 or less was included within the Budget Variations as that figure related to procurement and was the minimum purchasing amount.

Recommended:

- (1) That the Medium Term Financial Plan be endorsed.***
- (2) That the draft 2018/19 revenue budget proposals be endorsed.***

Part B Reports for Decision by Cabinet

380 FINANCIAL MANAGEMENT REPORT APRIL TO SEPTEMBER 2017

Cabinet Member for Finance and Performance

Cabinet considered the report of the Chief Financial Officer and the above Cabinet Member which set out the revenue and capital projected outturn activity for 2017/18 as at the end of September 2017.

The Cabinet Member introduced the report and explained that the total forecast revenue underspend was £465,000. He reported that there continued to be cost pressure on housing for the homeless. Housing Options were working with Optivo, with their large stock of housing to address this.

The Cabinet Member explained that the Scrutiny Committee would consider this report at their meeting on 25 January 2018.

Resolved:

- (1) That the projected revenue underspend on services of £465,000 (including £848,000 additional income) be noted.*
- (2) That the capital expenditure of £4,039,760 to end of September 2017 be noted.*

381 CIVIL ENFORCEMENT CONTRACT TENDER AWARD

Cabinet Member for Safer Families and Communities

Cabinet considered the report of the Head of Commissioning and Customer Contact and the above Cabinet Member, which provided an explanation of the tender process undertaken to find suitably qualified contractors and requested authority to award the Civil Parking Enforcement Service contract to APCOA Parking (UK) Ltd.

The Cabinet Member introduced the report and explained that the contract was for seven years, with a renewal option of a further three years. He drew Members' attention to the two tender submissions, set out on page 51 of the report. Although Company A had a significantly higher price than Company B, Company A had shown a marked difference in the quality of the scoring and the requirements of the tender.

In response to questions, the Cabinet Member explained that the contract did not specifically enforce parking outside schools in the Borough, but this would form a part of their overall work. He advised that the company was contracted for 15,000 hours of enforcement activity. The priorities were determined at monthly meetings, so if there was a particular issue outside a school, this could be prioritised. The Cabinet Member further advised that the contract also covered Swale Borough Council car parks, as well as on-street parking. There were no bonus schemes in relation to penalties given out.

Resolved:

- (1) That the award of the Civil Parking Enforcement Service contract to APCOA Parking (UK) Ltd be approved.*
- (2) That delegated authority be given to the Head of Commissioning and Customer Contract, and the Head of Legal, in consultation with the Cabinet Member for Safer Families and Communities, to complete the contract award.*

382 STREET MARKETS - CONTRACT EXTENSION

Cabinet Member for Regeneration

Cabinet considered the report of the Head of Economy and Community Services and the above Cabinet Member which sought approval to extend the existing Street Markets contract with Sheerness Market Co-operative (for Sittingbourne and Sheerness Markets), and Faversham Market Co-operative (for Faversham only) for a period of two years from 1 February 2018 to 31 January 2020.

The Cabinet Member introduced the report and explained that the co-operative way of working, worked better than independent companies. He thanked the Economy and Community Services Manager and the Team for their work.

Resolved:

(1) That the extension of the existing contract with Sheerness Market Co-operative (for Sittingbourne and Sheerness Markets) and Faversham Market Co-operative (for Faversham only) for a period of two years from 1 February 2018 to 31 January 2020 as allowed for under the current contract be approved.

383 MID-KENT SERVICES (MKS) BOARD APPOINTMENT - OPTIONS

Leader

Cabinet considered the report of the Mid-Kent Services Director and the Leader which set out the recommendation from the Mid Kent Services (MKS) board to expand the board by one additional member from each of the partnership authorities.

The Leader introduced the report, and advised that Councillor Duncan Dewar-Whalley, as his substitute, would be the second member from SBC to sit on the board.

Resolved:

(1) That the recommendation of the MKS Board to expand the board by one additional member drawn from each of the partnership authorities be agreed.

(2) That the additional member on the MKS Board will be selected by the Leader of the Council.

(3) That in the event that either the Leader or the additional member are unable to attend a meeting of the MKS Board, the Leader of the Council may nominate a substitute member to cover either the Leader's own position or that of the additional member.

Chairman

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All Minutes are draft until agreed at the next meeting of the Committee/Panel