
CABINET

MINUTES of the Meeting held in the Council Chamber, Swale House, East Street, Sittingbourne, Kent, ME10 3HT on Wednesday, 12 December 2018 from 7.00pm - 7.32pm.

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

OFFICERS PRESENT: Christopher Blandford, Martyn Cassell, David Clifford, Philippa Davies, Charlotte Hudson, Ryan Miles, Mark Radford, Keith Trowell and Nick Vickers.

ALSO IN ATTENDANCE: Councillors Harrison, Mike Henderson, James Hunt, Nigel Kay and Roger Truelove.

APOLOGY: Councillor Bryan Mulhern.

380 EMERGENCY EVACUATION PROCEDURE

The Chairman drew attention to the emergency evacuation procedure.

381 MINUTES

The Minutes of the Meeting held on 31 October 2018 (Minute Nos. 293 – 304) were taken as read, approved and signed by the Chairman as a correct record.

382 DECLARATIONS OF INTEREST

Councillor David Simmons declared a Disclosable Non-Pecuniary Interest in respect of item 10 on the agenda – ‘Faversham Recreation Ground delegated authority for a contract award’, as he was the Chairman of the Faversham Municipal Charity, who owned the Recreation Ground.

Part A Recommendation to Council

383 BUDGET 2019/20 AND MEDIUM TERM FINANCIAL PLAN

Cabinet Member for Finance and Performance

Cabinet considered the report of the Chief Financial Officer and the above Cabinet Member, which set out the draft 2019/20 revenue budget and the draft Medium Term Financial Plan.

The Cabinet Member for Finance and Performance introduced the report and explained that the 2019/20 Local Government Settlement had been expected to be known by 6 December 2018, but this date had since changed to 13 December 2018. He reminded Members that the budget would be considered by the Scrutiny

Committee on 23 January 2019, prior to the proposals being submitted to Council on 20 February 2019. The Cabinet Member endorsed the report and proposed the recommendations.

A Member welcomed the options outlined in Paragraph 2.13 of the report, however, he considered these were vague at this point. The Member also sought clarification on the New Homes Bonus (NHB). In paragraph 2.6 it was noted that the NHB was likely to cease, but it was included in the Medium Term Financial Plan, and he questioned the consistency. In response, the Cabinet Member acknowledged the inconsistency, but considered it was sensible to include the NHB in the report, but was aware that it could be dis-continued in the new year.

Another Member welcomed the increased support for Faversham Pools. He considered grant funding should be increased, for example to the Citizens Advice Bureau (CAB), where grant funding had not increased for many years, and there had been no allowance for increased costs. He suggested Cabinet made a base budget increase to CAB which would help mitigate the loss of funding from other agencies to CAB. In response, the Cabinet Member acknowledged the comments regarding losses from other fund providers, and whilst the proposed budget reflected the current level of grant, he would consider the matter further.

Recommendations:

- (1) That the draft 2019/20 revenue budget be endorsed.**
- (2) That the Medium Term Financial Plan be endorsed.**

Part B Reports for Decision by Cabinet

384 FINANCIAL MANAGEMENT REPORT: APRIL TO SEPTEMBER 2018

Cabinet Member for Finance and Performance

Cabinet considered the report of the Chief Financial Officer and the above Cabinet Member, which showed the revenue and capital projected outturn activity for 2018/19 as at the end of September 2018. The report was based on service activity up to the end of September 2018 and was collated from monitoring returns from budget managers. The total forecast revenue underspend was £227,000 and the capital expenditure was £7,476,954.

The Cabinet Member for Finance and Performance gave an overview of the report and proposed the recommendations.

Resolved:

- (1) That the projected revenue underspend on services of £227,000, Table 1 of the report, be noted.**
- (2) That the capital expenditure of £7.477million to end of September 2018, (Paragraph 3.14 and Table 4 Appendix I of the report), be noted.**
- (3) That the Council will use the remaining balance in the Business Rate Pilot Shared Fund to contribute to the M2 Junction 5 improvements be noted.**

385 QUEENBOROUGH AND RUSHENDEN REGENERATION SCHEME FUNDING AGREEMENT AND CONSULTANT APPOINTMENTS**Cabinet Member for Regeneration**

Cabinet considered the report of the Head of Housing, Economy and Community Services and the above Cabinet Member, which sought to gain approval for entering into the Grant Determination Agreement (GDA) with Homes England, to enable Swale to receive the funds and allocate staff resources to administer the funds in-line with the GDA's requirements.

The Cabinet Member proposed the recommendations.

A Member questioned the need for a consultant, the cost, and whether the Council could carry out this work. In response, the Cabinet Member for Regeneration explained that Homes England were a unique organisation and they felt more assured when consultants were appointed. He added that the Regeneration Team was a small team. He was unaware of the cost at the present time.

Resolved:

(1) That the Director of Regeneration and the Chief Financial Officer, in consultation with the Cabinet Member for Regeneration and the Cabinet Member for Finance and Performance, be given delegated authority to enter into the Homes England Grant Determination Agreement to provide £3.5 million HIF funding to support the Queenborough and Rushenden regeneration scheme, and staff resources allocated to administer the funds in-line with requirements.

(2) That the Director of Regeneration and the Chief Financial Officer, in consultation with the Cabinet Member for Regeneration and the Cabinet Member for Finance and Performance, be given delegated authority to make a direct award to a consultation on the Homes England framework to produce the tender specification documents and manage the procurement of the contractors required to deliver the works included within the HIF spend profile, plus the subsequent contract delivery project management.

386 SWALE CYCLING AND WALKING GUIDANCE STATEMENT 2018-2022**Cabinet Member for Regeneration**

Cabinet considered the report of the Head of Housing, Economy and Community Services and the above Cabinet Member, which presented the Swale Cycling and Walking Guidance Statement 2018-2022 for adoption.

The Cabinet Member for Regeneration drew attention to the tabled paper for this item, and proposed the recommendation.

The Deputy Cabinet Member for Regeneration welcomed the report and thanked the Economic Development Support Officer for the work he had done. He acknowledged the detail, clear direction, and the full account of consultation responses.

Members welcomed the report. The Chairman stated that there was universal support for the Guidance Statement and he paid tribute to the Team involved in producing it.

Resolved:

(1) That the Swale Cycling and Walking Guidance Statement 2018-2022 be adopted.

387 HEALTH AND SAFETY POLICY REVIEW V5

Cabinet Member for Finance and Performance

Cabinet considered the report of the Head of Property and the above Cabinet Member, which presented a revised Health and Safety Policy for approval.

The Cabinet Member for Finance and Performance introduced the report. He praised the work of the Council's Health and Safety Committee, the benefits of having the Chief Executive as Chairman, and he acknowledged the Health and Safety Officer's hard work on the Policy. He explained that there were only minor changes to this version of the Policy, and commended all the staff involved.

The Cabinet Member proposed the recommendations.

Resolved:

(1) That the revised Health and Safety Policy be approved.

(2) That it be agreed that minor amendments to the Policy can be made between full reviews by the Head of Property in consultation with the Cabinet Member for Finance and Performance.

388 FAVERSHAM RECREATION GROUND DELEGATED AUTHORITY FOR A CONTRACT AWARD

Cabinet Member for Environment and Rural Affairs

Cabinet considered the report of the Head of Commissioning, Environment and Leisure and the above Cabinet Member, which provided an explanation of the proposed tender process for contracting the restoration and enhancement works of Faversham Recreation Ground. It also outlined the narrow 'window' to carry out the planned works that necessitated a request for delegated authority to award the contract.

The Cabinet Member for Environment and Rural Affairs introduced the report and explained that the report provided an update on Faversham Recreation Ground and funding from the Heritage Lottery Fund. He also referred to paragraph 2.8 in the report and advised that the timing of the major works needed to take into consideration the football and rugby season, and as such commence after 23 April 2019, and be completed by November 2019. The Cabinet Member explained that work on the playground area was scheduled to commence in the last week of

February 2019, and to be completed by the end of March 2019. He proposed the recommendations.

Resolved:

(1) That delegated authority be given to the Head of Commissioning, Environment and Leisure and the Chief Financial Officer, in consultation with the Cabinet Member for Environment and Rural Affairs and Cabinet Member for Finance and Performance, to approve the most economically advantageous tender for Construction and Landscape restoration and enhancement works at Faversham Recreation Ground.

(2) That delegated authority be given to the Head of Commissioning, Environment and Leisure and the Head of Legal Services, in consultation with the Cabinet Member for Finance and Performance, to complete the contract documentation for the award.

389 RECOMMENDATIONS OF THE LOCAL PLAN PANEL MEETINGS HELD ON 29 OCTOBER 2018 AND 29 NOVEMBER 2018

Cabinet considered the recommendations from the Local Plan Panel meetings held on 29 October 2018 and 29 November 2018.

Resolved:

(1) That the recommendations in Minute Nos. 291 and 292 be noted.

(2) That the recommendations in Minute Nos. 372 and 373 be noted.

Chairman

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