

I hereby summon you to attend the Annual meeting of the Sevenoaks District Council to be held in the Council Chamber, Council Offices, Argyle Road, Sevenoaks commencing at 7.00 pm on 26 July 2011 to transact the under-mentioned business.



Chief Executive

AGENDA

Apologies for absence

1. To approve as a correct record the minutes of the meeting of the Council held on 24 May 2011. (Pages 1 - 8)
2. To receive any additional declarations of interest from Members in respect of items of business included on the agenda for this meeting. (Pages 9 - 10)
3. Chairman's Announcements
4. To receive any petitions submitted by members of the public. (Pages 11 - 12)
A petition from members of the public has been submitted to the Council by Councillor Walshe in the following terms: (Pages 11 - 12)
"We the undersigned, call on Sevenoaks District Council not to cease expenditure on the minibus service but to provide the vehicles to other suitable organisations together with adequate finance to continue the service"
5. Matters considered by the Cabinet and/or other committees: (Pages 13 - 20)
 - (a) Funding to Support the Paralympic Cycling Event (*Cabinet – 23 June 2011*) (Pages 13 - 20)
6. To consider the following reports from the Chief Executive or other Directors on matters requiring the attention of Council: (Pages 21 - 22)
 - (a) Appointment of a representative to Sevenoaks Conservation Council (Pages 21 - 22)
7. To consider any questions by Members under paragraph 19.3 of Part 2 (The Council and District Council Members) of the Constitution, notice of which have been duly given.

8. To receive any questions from members of the public under paragraph 17 of Part 2 (The Council and District Council Members) of the Constitution.
9. To receive the report of the Leader of the Council on the work of the Cabinet since the last Council meeting. (Pages 23 - 24)
10. To receive a report from the Chairmen of the Select Committees on the work of the Committees since the last Council meeting. (Pages 25 - 26)

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the appropriate Director or Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

The Democratic Services Team (01732 227241)

Council – 26 July 2011

DISTRICT COUNCIL OF SEVENOAKS

Minutes of the Meeting of the Sevenoaks District Council
held on 26 July 2011 commencing at 7 p.m.

Present: Cllr. Mrs Morris (Chairman)

Cllrs. Abraham, Mrs Ayres, Ayres, Ball, Bosley, Mrs. Bracken, Brookbank, Butler, Ms Chetram, Cooke, Mrs. Davison, Davison, Mrs Dawson, Dibsall, Dickins, Edwards-Winser, Eyre, Mrs Firth, Fittock, Fleming, Gaywood, Mrs George, Grint, Hogarth, Mrs. Hunter, Ms Lowe, Maskell, McGarvey, Mrs. Parkin, Pett, Piper, Mrs Purves, Ramsay, Mrs. Sargeant, Scholey, Miss Stack, Miss Thornton, Towell, Underwood, and Walshe.

Apologies for absence were received from Cllrs. Mrs Bayley, Mrs Bosley, Brown, Clark, Mrs Clark, Horwood, London, Orridge, Raikes, Searles and Williamson.

Cllr. Mrs Morris advised the Council that she was Chairing the meeting as Cllr. Orridge was unwell. Members wished Cllr. Orridge a speedy recovery and welcomed news that he was no longer in hospital and had returned home.

PRAYERS

Canon Paul Francis led the Council in prayers.

14. **MINUTES OF THE LAST MEETING**

Resolved: That the Minutes of the Annual Meeting of the Council held on 24 May 2011 be approved and signed by the Chairman as a correct record.

15. **DECLARATIONS OF INTEREST**

Members declarations of interest at meetings from 19 March to 5 July 2011 were noted.

Cllrs. Mrs Dawson, Mrs Parkin, Pett, Piper and Underwood declared a personal interest in agenda item 5(a), Funding to Support the Paralympic Cycling Event, as they are members of the Sevenoaks District Access Group.

Cllr. McGarvey and Cllr. Mrs Parkin declared a personal interest in agenda item 5(a), Funding to Support the Paralympic Cycling Event, as they are members of a liaison group at Brands Hatch.

16. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that in view of Cllr. Orridge's absence she had no announcements to make.

17. TO RECEIVE ANY PETITIONS SUBMITTED BY MEMBERS OF THE PUBLIC

The Chairman announced that a petition containing 399 signatures had been submitted by Councillor Walshe in the following terms:

"We, the undersigned, call on Sevenoaks District Council not to cease expenditure on their minibus service but to provide the vehicles to other suitable organisations together with adequate finance to continue the service"

The Council was addressed by Mr Andrew Michaelides, a member of the public, who presented the petition to the Council. Mr Michaelides reminded the Council that last autumn a decision had been taken to withdraw the Council minibus service in order to make annual savings of £330,000. He recognised the need for savings to be made but felt that the minibus service provided a vital lifeline for the elderly and infirm who found it difficult to access alternative modes of public transport and was also used to provide evening transport to youth events. Mr Michaelides welcomed the gifting of the minibuses to local organisations but drew attention to alternative proposals for savings that were considered during the budget process which he contested could have also allowed the Council to provide financial support for the minibuses. He explained that Age Concern, Darent Valley had expressed concerns about funding and Age Concern, Sevenoaks, Tonbridge and District had refused the opportunity to take on a minibus due to the lack of funding. Mr Michaelides asked the Council to re-consider its decision in the light of the petition.

The Council also heard from Cllr. Walshe who had submitted the petition. Cllr. Walshe endorsed Mr Michaelides comments and reminded the Council of the alternative budget proposals made by his Group during the budget process for 2011/12. He felt that these could be revisited in order to provide funding to support the voluntary organisations in continuing to run the minibuses that had been gifted to them.

In response the Leader of the Council said that he had no intention of re-opening debate on the budget but stressed that one of the reasons that the Council's budget had been set in December was to allow more certainty and time for the Council to work with the voluntary sector about the continuation of these services. It had been his Group's idea to gift the minibuses to appropriate organisations and the feedback that he had had from organisations such as Kent Compaid and Sevenoaks Area MIND were that the service had started well and that there had been good take-up. He explained that the cost of the Council service had been £1,000 per permit holder and that this had not been sustainable. At the time the decision was taken an undertaking had been given that the use of the voluntary sector minibus service would be reviewed and it was the intention that this review

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would take place in September, although it would probably take a year for the service to become established. This would not be a like-for-like comparison but a review of the service being delivered at that time.

Cllr. Fleming moved and Cllr Mrs Davison seconded that no action be taken in response to the petition.

Cllr. Mrs Bracken commented that the Council's Petitions Scheme was designed to stop vexatious or repetitious petitions and that the Council had erred on the side of generosity in considering this petition. She felt that this had been misused to re-open debate on the budget and hoped that this would not happen again.

The motion was put to the vote and carried.

Resolved: That no action be taken in response to the petition.

18. MATTERS CONSIDERED BY THE CABINET AND/OR OTHER COMMITTEES

A. Funding to Support the Paralympic Cycling Event

The Leader advised the Council that the Cabinet had considered requested revenue and capital budget carry forwards at its meeting on 23 June including a request to carry forward funding to support the Paralympic Cycling event being held in the District in 2012. However the Cabinet felt that the request did not meet the criteria for carry forward requests but was nevertheless worthy of support. In view of this it resolved to recommend to the Council that an underspend of £35,000 in the Community Development Budget for 2010/11, made up of an underspend of £10,000 plus additional income of £25,000, should be set aside as an earmarked reserve for this purpose. The Cabinet would monitor any spending proposals from the earmarked reserve.

Cllr. Fleming moved and Cllr. Mrs Davison seconded that the recommendation of the Cabinet held on 23 June 2011 be adopted.

Resolved: That the Council agrees the Cabinet's recommendation that the £35,000 underspend in the Community Development Budget 2010/11 be set aside as an earmarked reserve to support the Paralympic Cycling event"

19. REPORTS FROM THE CHIEF EXECUTIVE OR OTHER DIRECTORS ON MATTERS REQUIRING THE ATTENTION OF COUNCIL

A. Appointment of a Council Representative to the Sevenoaks Conservation Council

The Leader of the Council advised that a vacancy in the Council representation on the Sevenoaks Conservation Council had arisen following the Annual meeting as one of the Councillors nominated did not wish to take up the appointment. Councillor Raikes had agreed to fill the vacancy.

Agenda Item 1

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Councillor Fleming moved and Councillor Mrs Davison seconded the recommendation in the report which was duly carried.

Resolved: That Councillor Raikes should replace Councillor Towell as one of the Council's representatives on the Sevenoaks Conservation Council for the remainder of the Municipal Year.

20. TO CONSIDER ANY QUESTIONS BY MEMBERS UNDER PARAGRAPH 19.3 OF PART 2 OF THE CONSTITUTION

Councillor Brookbank asked the following question of which notice had been given in accordance with Paragraph 19.3 of Part 2 of the Constitution:

“Could the Leader/Cabinet Member please describe what action the Council is taking to further the installation of disabled facilities at Swanley Station before the Paralympic events taking place at Brands Hatch , for which it is the nominated station.”

The Leader of the Council replied that there was good news on the badly needed improvements to Swanley Railway Station and that £250,000 had been allocated to the station from the Access for All Programme. This funding was in addition to funds already allocated to upgrade the lifts at the station. He referred to an email from Southeastern Railways forwarded to him by Michael Fallon MP which listed the following improvements to be made to the station:

- Two lifts to be installed serving all four platforms. Work to include refurbishment of the stairs and installation of new handrails;
- Commissioning a design review to look at remodelling the main station entrance and ticket office foyer;
- Upgrading existing CCTV to digital technology and installing additional cameras;
- New departure screens to the ticket hall and additional screens to all platforms at the foot of the stairs;
- Complete refurbishment of the toilets on platforms one & two, and three & four including provision of a disabled toilet;
- Additional cycle parking to both station entrances;
- Installation of automatic doors to the main station entrance and platform waiting rooms;
- Six additional sets of seating to platforms one and two;
- A new disabled access ticket office counter;
- Anti-slip flooring in the ticket hall;
- Upgrading lighting in the ticket hall;

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- Removal of obsolete cycle lockers within the footbridge;
- New directional signage;
- Provision of electrical and water provision for the retail unit on the footbridge;
- Replacement of the station's plumbing system;
- Refurbishment of waiting rooms to include windows, heating, flooring and repainting.

All works would be completed ahead of the Paralympics.

Members welcomed the proposed work and noted the role that the Sevenoaks District Access Group had played in lobbying for station improvements over a long period of time.

21. TO RECEIVE ANY QUESTIONS FROM MEMBERS OF THE PUBLIC UNDER PARAGRAPH 17 OF PART 2 OF THE CONSTITUTION

None were received.

22. TO RECEIVE THE REPORT FROM THE LEADER OF THE COUNCIL ON THE WORK OF THE CABINET SINCE THE LAST MEETING

The Leader of the Council reported on the work that he and the Cabinet had undertaken in the period 24 May to 7 July 2011.

The Leader highlighted the meeting that he had attended at the Ministry of Defence with the Minister, Peter Luff MP, and Michael Fallon MP and Jo Johnson MP to discuss Fort Halstead. The Minister had been clear that jobs at Fort Halstead would disappear but had been very supportive. This was reflected in a letter that he had subsequently sent to the Leader of the Council setting out the issues discussed at the meeting and the support given at the meeting, including an undertaking to assist with dealing with any blockages to efforts to secure new uses for Fort Halstead. The Council would be working very closely with Kent County Council (KCC) and other organisations as a group to do whatever it could to lever-in new jobs and uses for Fort Halstead.

The Leader informed the Council that following the Council's representations over the withdrawal of the Sevenoaks Weald element of the 402 bus route, the bus company had reviewed its decision and would maintain the route whilst looking at the viability of the service. He felt that this illustrated the importance and vulnerability of public transport in rural areas. He also highlighted work that he had been undertaking through the LGA on welfare reform and the universal credit.

In response to a question the Leader clarified the role of the Kent Forum Ambition Board 2. He explained that the Kent Forum was the new name for the Kent Leaders and CEO's and that the Kent Police and Fire Authorities

were also members of the Forum. KCC had established 3 ambitions for Kent and Ambition Board 2, of which he was the Vice-Chairman, was looking at tackling poverty in rural Kent by examining how public services could work together to deal with historic issues.

The Leader announced that Councillor Mrs Davison would be the Deputy Leader of the Council until the Annual Meeting in May 2015.

23. TO RECEIVE A REPORT FROM THE CHAIRMEN OF THE SELECT COMMITTEES ON THE WORK OF THE COMMITTEES SINCE THE LAST COUNCIL MEETING

The Council received the reports from the Chairmen of the Select Committees as follows:

- Environment Select Committee – 7 June 2011
- Social Affairs Select Committee – 16 June 2011
- Services Select Committee – 21 June 2011

24. TO RECEIVE A REPORT FROM THE CHAIRMAN OF THE PERFORMANCE AND GOVERNANCE COMMITTEE ON THE WORK OF THE COMMITTEE SINCE THE LAST COUNCIL MEETING

The Council received the report from the Chairman of the Performance and Governance Committee on the work undertaken by the Committee at its meeting on 28 June 2011.

THE MEETING WAS CONCLUDED AT 7.39 PM.

Chairman

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MEMBERS' DECLARATIONS OF INTEREST AT MEETINGS FROM
19 MARCH 2011 TO 5 JULY 2011

Cllrs. Abraham, Mrs Broomby, Brown, Cooke, Darrington, Davison, Mrs Dawson, McInnes, Orridge, Mrs Parkin, Pett, Piper, Waller and Wigg. declared a personal interest in minute items 32 to 35 relating to Hackney Carriage Licensing, proposed fare increases and the draft Taxi Licensing Policy by virtue of knowing Cllr. John Underwood, who was a taxi driver in the District. (Licensing Committee 22.3.11)

Cllrs. McInnes and Pett declared personal interests in minute items 32 to 35 relating to Hackney Carriage Licensing, proposed fare increases and the draft Taxi Licensing Policy by virtue of knowing Colin Annetts, who was a taxi driver in the District. (Licensing Committee 22.3.11)

Cllr Mrs Dawson declared a personal interest in minute items 32 to 35 relating to Hackney Carriage Licensing, proposed fare increases and the draft Taxi Licensing Policy as taxis were her main mode of transport (Licensing Committee 22.3.11)

Cllrs. Mrs. Dawson and Mrs. Parkin declared personal interests in respect of item 5.01 – Planning application SE/10/03224/FUL Mercantile, Kingsfield Road, West Kingsdown) as they were members of the Sevenoaks District Council Access Group. (Development Control Committee 7.4.11)

Cllr. Williamson declared a personal interest in respect of item 5.10 SE/10/03498: 91 High Street and The Shambles, Sevenoaks as his business abutted the Shambles. However the item was not discussed and it was not necessary for him to withdraw from the meeting. (Development Control Committee 9.6.11)

Cllrs. Brookbank declared a personal interest in item 5.14 SE/11/01076/TELNOT: Land South of Service Station, London Road, Swanley as a dual hatted member of both the District Council and Swanley Town Council which had already expressed views on the matter. (Development Control Committee 9.6.11)

Cllr. McGarvey declared a personal interest in items 5.08 SE/11/00774/FUL and 5.09 SE/11/00775/LBCALT: Hodsoll House, High Street, Farningham, Dartford as a dual hatted member of both the District Council and Farningham Parish Council which had already expressed views on the matter. He stated that the Town Council's views were not binding and he would be considering the matters afresh but made it clear he would not vote on the issue. (Development Control Committee 9.6.11)

Cllr. Piper declared a personal interest in items 5.08 SE/11/00774/FUL and SE/11/00775/LBCALT: Hodsoll House, High Street, Farningham, Dartford as a dual hatted member of both the District Council and Sevenoaks Town Council which had already expressed views on the matter. (Development Control Committee 9.6.11)

Cllr. Underwood declared a personal interest in item 5.14 SE/11/01076/TELNOT: Land South of Service Station, London Road, Swanley as a dual hatted member of both the District Council and Swanley Town Council which had already expressed views on the matter. (Development Control Committee 9.6.11)

Agenda Item 2

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Cllr McGarvey declared a personal interest in Minute No. 11, Any Other Business, as his wife is a manager for the Primary Care Trust (Finance Advisory Group 15.6.11)

Cllr Williamson declared a personal interest in Minute No. 7, Proposed Traffic Regulation Order 2009 Amendment 10A – Parking Restrictions near Knockholt Station, Halstead – Results of Public Consultation, as he is a resident of Watercroft Road. (Sevenoaks Joint Transportation Board 15.6.11)

Cllr Mrs Parkin declared a personal interest in minute item 8, Future Business, Work Plan and the Forward Plan, in respect of matters relating to housing and benefits as she had relatives in both social housing and on benefits. (Services Select Committee 21.6.11)

Cllrs. Abraham, Mrs. Ayres, Ayres, Clark, Davison, Mrs. Firth, Fittock, Mrs. Parkin, Pett, Piper, Raikes and Walshe declared a personal interest in Minute Item 7, Taxi Policy, by virtue of knowing Cllr. John Underwood, who was a taxi driver in the District. (Licensing Committee 22.6.11)

Cllr. Clark declared a personal interest in Minute Item 7, Taxi Policy, by virtue of knowing Graham Maxted, who was a taxi driver in the District. (Licensing Committee 22.6.11)

Cllr. Pett declared a personal interest in Minute Item 7, Taxi Policy, by virtue of knowing Colin Annetts, who was a taxi driver in the District. (Licensing Committee 22.6.11)

Cllr. Fittock declared a personal interest in Minute No. 15 as a Member of Swanley Town Council who were interested in obtaining the public conveniences in Swanley. (Performance and Governance Committee 28.06.11)

Cllr. Mrs Cook declared a personal interest in Minute No. 15 as a governor of Leigh Primary School who were interested in obtaining the public conveniences in Leigh. (Performance and Governance Committee 28.06.11)

Cllr. London declared a personal interest in Minute No. 15 as a local Member for Ide Hill. (Performance and Governance Committee 28.06.11)

Cllr. Hogarth declared a personal interest in Minute No. 15 as a Member of Sevenoaks Town Council who maintained the public conveniences in Sevenoaks Town. (Performance and Governance Committee 28.06.11)

Cllr. Mrs Firth declared a personal interest in Minute No. 15 as a local Member for Ide Hill. (Performance and Governance Committee 28.06.11)

Cllrs. Mrs. Dawson and Piper declared personal interests in item 5.01 SE/11/00776/FUL Sealcot, Seal Hollow Road, Sevenoaks as dual hatted members of both the District Council and Sevenoaks Town Council, which had already expressed views on the matter. (Development Control Committee 30.06.11)

Cllr. McGarvey declared a personal interest in item 5.04 SE/11/01105/PART11 Eynsford Railway Station, Station Road, Eynsford as acting Deputy Clerk of Eynsford up to 4 years ago. (Development Control Committee 30.06.11)

COUNCIL – 26 JULY 2011

PETITION FROM MEMBERS OF THE PUBLIC – MINIBUS SERVICE AND FUNDING

Report of the: Director of Finance and Corporate Resources

Status: For Decision

This report supports the Key Aim of the effective management of Council resources.

Portfolio Holder Cllr. P. Fleming

Head of Service Mrs Christine Nuttall - Head of Legal and Democratic Services

Recommendation: That, in accordance with the Council's Petitions Scheme, the Council considers the petition submitted by Councillor Walshe on the Minibus Service and Funding and determines any action that it wishes to take in response.

Introduction

1. Councillor Walshe has submitted a petition containing 399 signatures in the following terms:

“We, the undersigned, call on Sevenoaks District Council not to cease expenditure on their minibus service but to provide the vehicles to other suitable organisations together with adequate finance to continue the service.”

The Council's Petitions Scheme

2. The Council's Petitions Scheme provides for petitions containing more than 1,000 signatures to be debated at full Council and also that “Petitions which relate to an issue which affects a particular area of the District and have a significant level of support from people who live, work or study in that area are also likely to be debated at a full Council meeting”. Although this petition does not reach the 1,000 signature threshold it is a matter for Members to determine how they wish to deal with the petition.

3. The Council can take whatever action it deems appropriate which could include referring the petition to Cabinet or any council committee or taking no action at all.

Key Implications

Financial

4. The financial implications would depend upon the action to be taken.

Community Impact and Outcomes

5. This would depend upon the action to be taken.

Legal, Human Rights etc.

6. None

Value For Money and Asset Management

7. None

Conclusions

8. The Council is asked to consider the petition and to determine what action it wishes to take in response.

Sources of Information: Petition submitted by Councillor Walshe on 31 March 2011

Sevenoaks District Council Petitions Scheme

Contact Officer(s): Alan Twyman – Democratic Services Manager

Ext. 7247

Dr Pav Ramewal

**Deputy Chief Executive and
Director of Corporate
Resources**

COUNCIL – 26 JULY 2011

FUNDING TO SUPPORT THE PARALYMPIC CYCLING EVENT

Report of the: Deputy Chief Executive and Director of Corporate Resources

Status: For Decision

This report supports the Key Aim of the effective management of Council resources.

Portfolio Holder Cllr. P. Fleming

Head of Service Mrs Christine Nuttall - Head of Legal and Democratic Services

Recommendation: That Council agrees the Cabinet's recommendation that the £35,000 underspend in the Community Development Budget 2010/11 be set aside as an earmarked reserve to support the Paralympic Cycling event.

Introduction and Background

1. The Cabinet meeting on 23 June 2011 considered the Provisional Out-turn for 2010/11 and requests to carry forward funding from a number of budgets into the 2011/12 financial year where it had not been possible to spend the money by the end of the financial year as originally anticipated.
2. The Cabinet considered these requests in the light of comments made by the Finance Advisory Group (FAG) which took place on 15 June 2011 as to whether each request qualified as a genuine "carry forward".
3. One request related to funding for the Paralympic Cycling event to be held in Sevenoaks in 2012 and the Cabinet shared the view of the FAG that as there was not a budget for this at the beginning of the financial year, because details of the event had yet to be agreed, the request for funding could not be regarded as a carry forward.

Funding to Support the Paralympic Cycling Event

4. The Cabinet considered that whilst it would not be possible to approve funding for this event as a "carry forward" the event aligned well with many of the Council's objectives and was worthy of support. It recognised that whilst the event does not take place until 2012 it would be beneficial to undertake some work in 2011/12 which would require funding in the current financial year.
5. The Cabinet considered the briefing report attached at Appendix A which outlined the benefits of supporting the project and identified an underspend of

£35,000 in the Community Development Budget for 2010/11, made up of an underspend of £10,000 plus additional income of £25,000, and how this could be used to support the Paralympic Cycling event.

6. Based on this identified funding the Cabinet resolved to recommend to the Council that the £35,000 underspend in the 2010/11 Community Development Budget should be set aside as an earmarked reserve to support the Paralympic event.

Key Implications

Financial

7. These are set out in Appendix A. .

Community Impact and Outcomes

8. Supporting the cycling event will promote activities which are in line with many of the Council's Community aims and will assist in promoting cycling, helping disabled children with the District to access sport, promoting healthy living and raising the profile of disability and sport in the locality.

Legal, Human Rights etc.

9. None

Value For Money and Asset Management

10. None

Conclusions

11. The Council is asked to agree the Cabinet's recommendation to set aside the £35,000 underspend in the 2010/11 Community Development Budget as an earmarked reserve to support the Paralympic Cycling event.

Sources of Information:

Report to Cabinet – 23 June 2011 “Provisional Out-turn 2010/11 and Carry Forward Requests” and the associated briefing note attached to this report at Appendix A

Cabinet minutes – 23 June 2011

Contact Officer(s):

Lesley Bowles – Head of Community & Development

Ext. 7335

Tricia Marshall – Head of Finance and Human Resources

Ext. 7218

Dr Pav Ramewal

**Deputy Chief Executive and
Director of Corporate
Resources**

Update to Cabinet on Paralympic Event

Although the Paralympics event does not take place until 2012/13, it would be beneficial to undertake some work in 2011/12, for example with disabled people in the District, the local Sports Council, the Parish Council, voluntary organisations and Sencio Community Leisure in the run up to the Olympics. This could include promotion of cycling, helping disabled children within the District to access sport and generally raising the profile of disability and sport across the District through local activity. Whilst the District Council will be able to promote and co-ordinate supporting events and activity, there is capacity within the voluntary and community sector to deliver significant work that will contribute to the Paralympics legacy.

It was not possible, before the announcement of the Events, to discuss with partners the potential for this work. However, it is envisaged that the requested funding of £35,000 would contribute to this work as well as to the smooth-running of the event itself in the District. Underspends in the youth, health promotion and sustainability budgets would be used for youth, health and sustainability aspects of the Paralympics as shown below. The remaining £25,000 does not relate to a 2010/11 budget but was additional external income received at the end of 2010/11 for work on youth and other community activities undertaken by the Community Development team. It is hoped that this will provide a contingency fund for the District Council's agreed responsibilities for the Paralympics Event. It could also assist local clubs and community groups to provide activities that raise the profile of disability and sport across the District.

Sustainability c/f	Work to promote cycling in advance of the Paralympics, working with local cycling and sports groups.	£3,000
Youth c/f	It was not possible, before the announcement of the Events, to discuss with partners the potential for this work. However, it is envisaged that the carried forward funding would contribute to hire of venues, specialist coaching, hire of equipment and promotional materials.	£2,000
Health promotion c/f	Training and equipment for volunteers stewards to assist visitors to the District in association with the Paralympics	£5,000
Event management	Hire of venues, specialist coaching, hire of equipment and promotional materials	£3,000
District Council's agreed contribution to the Paralympics	This was estimated and presented to Cabinet on 17th March 2011. The budget presented covered provision of 2 disabled toilets per day for spectators along the outside track, leaflets to local residents and first aid provision and staff costs, all of which were identified as being met from existing budgets, street cleaning, environmental health enforcement, some parking enforcement.	£0

Agenda Item 5

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Promotional material	This was presented to Cabinet on 17th March with £6,000 to be identified. Currently the cost of this is unknown and we are awaiting further information from London Organising Committee of the Olympic and Paralympic Games (LOCOG).	£6,000
Contribution towards community events	To assist local sports and community groups to provide activities associated with sport and disability	£6,000
Contingency		£10,000
	TOTAL	<u>£35,000</u>

Recommendation

Based on the identified funding above, it is requested that Cabinet recommend to Council that £35,000 underspend in the 2010/11 Community Development Budget be set aside as an earmarked reserve to support the Paralympic event.

Item 5a – Funding to Support the Paralympic Cycling Event

Cabinet’s Recommendation to Council

At its meeting on 23 June 2011, the Cabinet considered the matter as follows as request A1 for a budget carry forward:

“PROVISIONAL OUT-TURN 2010/11 AND CARRY FORWARD REQUESTS

The Cabinet received a report which set out the provisional outturn for 2010/11 and requests to carry forward certain revenue and asset maintenance budgets into 2011/12. It was noted that since the last forecast in February the Council had obtained a VAT refund of £364,000 which had significantly improved the position for the year. The Cabinet had regard to the detailed comments and some concerns raised by the Finance Advisory Group (FAG) that were set out at the meeting by Councillor Grint. In recognition of these comments the Cabinet considered each of the carry forward requests where the FAG had recommended refusal or had sought more clarification:

Request A1 – Supporting the Paralympics Cycling Event

The Cabinet accepted that this was not a carry forward as the holding of this event in Sevenoaks could not have been anticipated when the budgets for the year were originally established. The Cabinet recognised that this was an event worthy of support and in alignment with many of the Council’s wider objectives including community participation and healthy living. It was proposed therefore that the £35,000 requested for this project could be funded from the underspend in the 2010/11 Community Development budget and that Council should be asked to approve this and set this sum aside as an earmarked reserve.

Request A3 – Extended Licensing Partnership

The Cabinet rejected this as a carry forward but agreed that a separate report should be brought forward when there was clarity on the direction that the partnership would be taking.

Request A4 – Healthy Eating

The Cabinet rejected this as it did not meet the criteria for a carry forward.

Request A6 – Civic Expenses

The Cabinet rejected this as it did not meet the criteria for a carry forward.

Requests A15, B7 and C4 – Various IT Expenditure

The Cabinet decided to approve these carry forward requests in light of the further clarification provided by the Head of IT and Facilities Management.

The Cabinet thanked the FAG for its diligence in considering the carry forwards and for its advice and recommendations.

Resolved:

(a) That the carry forward requests A1, A3, A4 and A6 outlined in the report be rejected as they do not fall within the definition accepted by the Cabinet and the Finance Advisory Group for a valid carry forward;

(b) That all of the remaining carry forward requests contained in the report be approved;

(c) That the Cabinet recommends to the Council that the £35,000 underspend in the 2010/11 Community Development Budget be set aside as an earmarked reserve to support the Paralympic Cycling event (Request A1); and

(d) That a further report be brought forward at the appropriate time on the extension of the Licensing Partnership once there is greater clarity on the direction that the partnership will be taking (Request A3)".

Text in bold relates to the Cabinet recommendation to the Council.

COUNCIL – 26 JULY 2011

APPOINTMENT TO SEVENOAKS CONSERVATION COUNCIL

Report of the: Director of Finance and Corporate Resources

Status: For Decision

This report supports the Key Aim of the effective management of Council resources.

Portfolio Holder Cllr. P. Fleming

Head of Service Mrs Christine Nuttall - Head of Legal and Democratic Services

Recommendation: That Councillor Raikes should replace Councillor Towell as one of the Council's representatives on the Sevenoaks Conservation Council for the remainder of the Municipal Year.

Introduction and Background

1. At the Annual meeting of the Council on 24 May 2011 the Council made appointments to a number of outside bodies, including the Sevenoaks Conservation Council.
2. The Council was asked to nominate 4 representatives to serve on the Conservation Council and duly appointed 4 Members.
3. Subsequently to making these appointments one of the Council's representatives, Councillor Towell, has advised that he does not wish to accept the appointment.

Appointing a New Council Representative to the Sevenoaks Conservation Council

4. The Council will need to appoint a representative to replace Councillor Towell on the Sevenoaks Conservation Council for the remainder of the Municipal Year. The Leader of the Council has been consulted and it is proposed that Councillor Raikes should take up the vacancy.

Key Implications

Financial

5. None.

Community Impact and Outcomes

6. None.

Legal, Human Rights etc.

7. None

Value For Money and Asset Management

8. None

Conclusions

9. The Council is asked to agree to the appointment of Councillor Raikes to replace Councillor Towell as one of the Council's representatives on the Sevenoaks Conservation Council for the rest of the Municipal Year.

Sources of Information: Appointments to Other Organisations 2011/12 – Report to the Annual meeting of the Council on 24 May 2011

Contact Officer(s): Alan Twyman – Democratic Services Manager
Ext. 7247

Dr Pav Ramewal

**Deputy Chief Executive and
Director of Corporate
Resources**

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COUNCIL – 26 July 2011

Report by Leader of the Council

This is my report to Council on the work undertaken by the Leader and the Cabinet in the period 24 May to 7 July 2011. I am listing below the agenda items discussed since Members will have received the minutes of those meetings.

Cabinet – 24 May 2011

- To appoint representatives on Outside Organisations
- To appoint the Membership of Advisory Groups for the ensuing year

Cabinet – 23 June 2011

- Conservation Area Appraisals – Hartslands, Sevenoaks
- Members' Task Group for Recycling – Swanley Materials Recovery Facility
- Policy for On-street Disabled Parking Bays
- Community Safety Strategic Assessment and Action Plan
- Provisional Out-turn 2010/11 and Carry Forward Requests
- Members Affairs Group – Future Role and Remit
- Restoration of the Sevenoaks Weald Element of the 402 Bus Route

The work of the Leader – Meetings held and attended:

May 2011

- Local Innovation Awards Scheme - onsite meeting with the London Borough of Croydon

June 2011

- Meeting with Roger Casper, Editor, Sevenoaks Chronicle
- Kent Forum meeting to discuss Health and Wellbeing Board issues
- Speaking at Common Purpose - 'Understanding Power' day
- Summer Reception – Voluntary Service Unit
- Local Government Group Executive
- Councillors' forum
- The Inaugural Bruce-Lockhart Lecture

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- Sevenoaks United Reformed Church
- Management Team, Heads of Service, Service Managers - Away Day
- First Meeting – Kent Forum Ambition Board 2
- Meeting with Emma Tucker - Policy Support Officer - District Councils Network
- Post Election Policy Seminar for leaders with the Department for Communities and Local Government Team
- Local Government Association Conference
- District Council Network Executive
- Meeting at the Ministry of Defence (MoD) with Peter Luff MP, MoD Minister, Michael Fallon MP and Jo Johnson MP to discuss Fort Halstead

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REPORTS OF SELECT COMMITTEE CHAIRMEN

a) Environment Select Committee – 7 June 2011

This was the first meeting of the committee in the new municipal life.

The terms of reference were presented and noted by all members. A training DVD was shown to outline the general process of the system and its key aims.

A more detailed report on how the Services Select Committee held an in depth scrutiny in 2008 on empty housing and its result was provided. How Councillors could ask for items to be called in was explained, and it was highlighted that they must be within our terms of reference. We then split in 3 groups and carried out an exercise on a case study at Reddich BC.

The charging regime for the provision of on-street disabled parking was before us and after some discussion and also considering the small numbers involved it was resolved that it should be at no cost to the applicant - this to be reviewed in 12 months.

The future work plan was discussed and the LDF was put in. Hopes for a representative from KCC to attend in September for their winter maintenance program were doubtful. The annual review of parking charges was penciled- in and the bus and rail companies are to be invited to attend a future meeting

The budget will appear in January 2012 meeting, and aviation issues would be considered when the consultation paper has been received from Gatwick.

Street furniture will be considered in January or March 2012.

Councillor Ian Bosley

14 July 2011

b) Social Affairs Select Committee – 16 June 2011

As this was the first meeting of Social Affairs since the May elections, members took the opportunity to review the Committee's Terms of Reference and following a short training session discussed possible areas for in-depth scrutiny as part of the overall future workplan. Topics included the position of Mental Health Provision within the District and Maternity services at the new Pembury Hospital. Members agreed they should be better prepared to ask searching questions when inviting people to appear before the Committee. They also felt it would be

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of value to invite relevant Voluntary Bodies to discuss their work where this linked into key strategic aims of the Council.

Lesley Bowles, Head of Community Development then introduced the Community Safety Strategic Assessment and invited members to recommend the annual Community Safety Plan to Cabinet. She explained that the Safety Partnership had been set up some eleven years ago with membership from the District Council with membership from the District Council, Kent County Council, Kent Fire and Rescue Service, the Primary Care Trust, Probation and the various Housing Associations. For the past two years, the Community Safety Unit had been housed in the Council Offices which had greatly enhanced communication and the sharing of intelligence. Seven priorities were outlined in the current Action Plan around young people, anti-social behaviour, burglary/car theft, the perception of crime, vehicle speeding, substance misuse and domestic violence. The Committee had earlier indicated that the new District Chief Inspector should be invited to discuss Community Safety at a future meeting.

Alison Cook

c) Services Select Committee – 21 June 2011

At the first meeting of the new committee, the main discussions centred around the future programme and work plan. It was decided that the scrutiny role could best be fulfilled by concentrating on Task and Finish activities and reviewing the main decision making processes (ie Budget) of the Municipal year.

It is proposed that wherever possible other issues will be covered by regular concise information reports from the relevant officer, who will not need to attend the meeting unless specifically required.

The first “Task and Finish” scrutiny will cover “under occupation in residential properties”. The sub group assigned to this topic has five members. It has already started work and is scheduled to produce its final report early in the New Year.

The next topic under scrutiny will be the “single credit” system. A sub group will start work in the New Year to coincide with the Govt’s introduction to the new policy.

The IT subgroup will continue to operate but with an emphasis on Task and Finish studies, the first being the District Council’s IT strategy.

Richard Davison.
Chairman Services Select Committee.
11th July 2011.