

Decision Number: 29 (2015/16)

Portfolio Holder Executive Decision Statement

The Local Authority (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012

Subject: Archbishop's Palace, Otford - Phase two

Details of Decision taken

Phase one of stabilisation works have been completed at the Archbishop's Palace in Otford and funded by agreement from Cabinet and Council. Whilst these works were being completed funding was sought for the completion of phase two repair works. Funding has been offered by Historic England of the sum of £135600 for phase two repair works. This includes £14220 for the tender process and options appraisal, and a further £121380 for the actual repair works.

Reason for Decision

The grant from Historic England requires us to agree to certain terms and conditions. There are 2 that have financial implications:

- arranging an ongoing maintenance plan
- we may be required to pay back the grant if we were to dispose of the tower or change its use

All Documents considered:

None attached

Details of any alternative options considered and rejected by the Member when making the Decision:

When completed a copy of this record must be sent to the Democratic Services Section by e-mail and a signed copy by internal mail

(For Democratic Services use)

Decision Number: 29 (2015/16)

Financial implications

The required maintenance plan will be minimal and can be funded from existing budgets. We would be required to complete works such as removing vegetation and replacing pigeon netting. The maintenance plan would form part of the project development work and formed by the contractor who has tendered to project manage the repair works. We would be required to submit proof of maintenance annually to Historic England.

If we were to relinquish ownership of the tower, Historic England may not agree that its new use falls within the grant terms and conditions. We would have to stipulate in the contract to the new owners that they would have to pay £135600 to Sevenoaks District Council to cover the cost of repaying the grant funding to Historic England. A representative of Historic England would need to be involved in the hand over of the property.

Legal Implications and Risk Assessment Statement

Equality Impacts (Consideration of impacts under the Public Sector Equality Duty)
The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.


Local Member (s), other Portfolio Holders and/or Directors/Heads of Service Consulted

Jim Carrington-West

When completed a copy of this record must be sent to the Democratic Services Section by e-mail and a signed copy by internal mail

(For Democratic Services use)

Decision Number: 29 (2015/16)

| | |
|--|--|
| Details of any conflicts of interest | |
| a) declared by any executive member who is consulted by the Decision Taker | |
| None | |
| b) and any details of dispensations granted by the Chief Executive in respect of any declared conflict | |
| None | |
| Decision taken by: | Councillor Tony Searles |
| Signed by Portfolio Holder |  |
| Date of Decision | 22/2/16 |
| Record made by: | V Etheridge |
| Date of record: | 23/2/16 |

When completed a copy of this record must be sent to the Democratic Services Section by e-mail and a signed copy by internal mail