

12 December 2024 at 7.00 pm

Council Chamber, Argyle Road, Sevenoaks



# Cabinet

## Supplementary Agenda

	Pages	Contact
5. <b>Budget Update</b> Updated Appendices E And F	(Pages 1 - 4)	Adrian Rowbotham Tel: 01732 227153
6. <b>Fawkham Neighbourhood Plan</b> Minute reference to follow	(Pages 5 - 6)	Emma Coffin Tel: 01732227315
7. <b>Infrastructure Funding Statement - Priorities</b> Minute reference to follow	(Pages 7 - 8)	Carlyn Kan Tel: 01732227264
8. <b>Community Infrastructure Levy (CIL) Spending Board - Governance &amp; Social Value Review</b> Minute reference to follow	(Pages 9 - 10)	Emma Henshall Tel: 01732227358

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

Should you need this agenda or any of the reports in a different format, or have any other queries concerning this agenda or the meeting please contact Democratic Services on 01732 227000 or [democratic.services@sevenoaks.gov.uk](mailto:democratic.services@sevenoaks.gov.uk).



## Members suggestions received - Supported

Committee	No.	Councillor	Description	Current position
IIAC		Cllr Horwood	Reduce the number of In Shape issues from 4 to 3, how much would that save. Breakdown of comms budget, what would 1 or 2 issues will be able to save	Supported
IIAC		Cllr Morgan	Suggested at IIAC: Give people option to receive communication either electronically or via paper	Supported
IIAC		Cllr Varley	Suggested at IIAC: Produce 3 larger issues of In Shape (more content)	Supported
IIAC		Cllr Abraham	Suggested at IIAC: Work with parishes to get In Shape information into their publications	Supported
IIAC		Cllr?? (Green)	Suggested at IIAC: Increase advertising income	Supported
IIAC		Cllr Horwood	Review the print room service	Supported
IIAC		Cllr Darrington	Suggested at IIAC: Build Bio-Digestor at Dunbrik, save waste being taken out of district & generate income (question our the fact we are a collecting authority)	Supported
IIAC		Cllr Malone	Suggested at IIAC: look at sustainability of the building i.e. reduce heating and lighting use / costs	Supported
IIAC		Cllr Skinner	Suggested at FIAC but wording provided for IIAC: SDC should undertake systematic value for money studies of its activities. This would apply to all portfolio holders and all services. It should start as soon as possible and should be a continuing activity	Supported but IIAC wished to further understand context and wanted further information on what we already did and what additional WFM could we do
C&G and II		Cllr Purves & Cllr Clayton	Solar Panels on Council Property (also to be presented to IIAC)	Presented to C&G, not supported. Presented to IIAC who supported the idea but wanted to focus on SDC buildings first
C&G and II		Cllr Malone	Utility Costs / Solar Panels - increase the number of SDC buildings that have solar panels and taking out borrowing to fund their installation thereby reducing utility costs on an ongoing basis in a self-funding manner	Presented to C&G, not supported without specific savings identified but supported in principle by IIAC



**Members suggestions received - Not supported**

Committee	No.	Councillor	Description	Current position
IIAC		Cllr Manston	Stopping the Printed version of In Shape	not supported
IIAC		Cllr Manston	Close Print Studio	not supported
IIAC		Cllr Manston	Close Argyle Road or close 1-3 days a week	not supported
C&G		Cllr Manston	Reduce Street cleaning by 1/4	Not supported
C&G		Cllr Manston	Reduce waste to fortnightly	Not supported as agreed it would be covered under Waste Strategy
C&G		Cllr Manston	Collect recycling at communal points instead of from each address	Not supported as agreed it would be covered under Waste Strategy
C&G		Cllr Purves	Stop providing CCTV service or receive external funding towards to cost of the service	Not Supported
C&G		Cllr Clayton	Accelerate review of waste collection strategy	Not supported as agreed it would be covered under Waste Strategy
DCAC		Cllr Malone	Development Management - Given reduced income/activity levels are there opportunities (i) to reduce staffing levels (or contractor employment) commensurately and/or (ii) to increase pricing for paid services?	Not supported as a vacancy is currently being held to offset this reduction in income and should planning applications increase a resource will be required.
DCAC		Cllr Malone	Given reduced income levels is there an opportunity to reduce staffing levels commensurately?	Not supported as a vacancy is currently being held to offset this reduction in income and should planning applications increase a resource will be required.
P&P		Cllr Purves	Grants to organisations. Combine with CIL funding to save on admin.	Not Supported

**Members suggestions received - Direct to Cabinet**

Committee	No.	Councillor	Description	Current position
FIAC		Cllr Malone	Public Toilets - are there any (i) that we could potentially close without significant adverse impact on residents/users or (ii) where charges could be introduced or increased or (iii) as with the suggestion on Playgrounds above where we can seek sponsorship	received after committee meeting
FIAC		Cllr Malone	Member Allowances- Whilst the number of Members receiving allowances has increased, presumably the work Members are required to do has not in aggregate. Would it therefore be reasonable/feasible to fix the Allowances at their previous total value and simply divide them amongst those undertaking Special Responsibilities, such that while more Members get SRAs, the total amount paid remains unchanged and each Member get less money.	received after committee meeting
FIAC		Cllr Malone	Discretionary Rate Relief - Review DRR, in particular explore the possibility to increase Council tax charges on any vacant properties	received after committee meeting
FIAC		Cllr Malone	Property Investment Strategy. Is there potential to further increase the Quercus dividend over time? The forecast from 27/28 onwards feels conservative, shouldn't they also be increasing in line with other costs and income at around 2% as an aspiration?	received after committee meeting

FIAC		Cllr Malone	Heating in Argyle. It was very warm in the FIAC meeting the other evening. Can the thermostat in Argyle Road (and other SDC properties) be turned down to save heating costs	received after committee meeting
CGAC		Cllr Horwood	Close or lease Bus Station toilet to Sevenoaks Town (5 year) so it doesn't clash with LEH. Possibly change it to a pay for use toilet	Not presented to committee
CGAC		Cllr Malone	Playgrounds - to support the maintenance of local playgrounds, could we reach out to local companies or groups (major local employers, Lions Club, local Chambers of Commerce, Business Networking International) to become sponsors of playgrounds with associated advertising as one often sees on roundabout flower gardens	Not presented to committee

## **Item 6 – Fawkham Neighbourhood Plan**

The attached report was considered by the Development & Conservation Advisory Committee on 5 December 2024. The relevant Minute extract is below.

### **Development & Conservation Advisory Committee (5 December 2024, Minute 25)**

The Senior Planner presented the report, which set out the direction of travel for the Fawkham Neighbourhood Plan. The officer outlined the process the Plan had gone through. The Examiner's final report was received on 24 October 2024, which recommended that the Plan proceeded to referendum subject to 16 recommended modifications. Should it be agreed by Cabinet, the referendum would likely be held in late January or early February 2025.

In response to questions, the officer explained that the lack of references in the Plan to housing density had been raised with Fawkham Parish Council by the Examiner and the Council, but it was not required. Housing density considerations in Fawkham parish would revert to the Local Plan and national policy.

#### Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: that

- a) the Examiners Final Report on the Fawkham Neighbourhood Plan be noted; and
- b) That the draft Decision Statement, and proposal to progress to Referendum, be considered.





## **Item 7 – Infrastructure Funding Statement - Priorities**

The attached report was considered by the Development & Conservation Advisory Committee on 5 December 2024. The relevant Minute extract is below.

### **Development & Conservation Advisory Committee (5 December 2024, Minute 26)**

The Infrastructure Delivery Officer presented the report, which detailed the income and expenditure information for CIL and Section 106 contributions, and the infrastructure priorities for the coming year within the new Infrastructure Funding Statement. These priorities were not binding but provided transparency to the public on the Council's spending intentions. They were determined through considering the Infrastructure Development Plan, the Local Plan, and what had been funded so far.

The proposed revisions to the NPPF meant that the infrastructure requirements of the Local Plan would likely change, and thus the spending priorities remained largely the same until clarification could be obtained. The Bat & Ball junction improvements priority had been removed as this had been secured through the s106 for the Sevenoaks Quarry site.

Members considered the report.

#### Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That it be recommended to Cabinet that

- (a) That the criteria for prioritising infrastructure projects as set out in paragraph 6 should remain.
- (b) That the specific projects and types of infrastructure recommended in paragraphs 24-37 of the report are identified in the IFS as having a priority for full or partial funding.



## **Item 8 - Community Infrastructure Levy (CIL) Spending Board - Governance and Social Value Review**

The attached report was considered by the Development & Conservation Advisory Committee on 5 December 2024. The relevant Minute extract is below.

### **Development & Conservation Advisory Committee (5 December 2024, Minute 27)**

The Principal Infrastructure Delivery Officer presented the report, which set out the annual review of CIL governance, and how social value could be incorporated to the procedure. It was found that, although a qualitative assessment of the social benefits of a project was already an element of the process, there was scope for a quantitative measure to be included in some circumstances. This could be done through the use of a social value engine, where appropriate, similar to the Community Grants Scheme process. It was also recommended that the CIL funding application form be restructured to make it more user friendly.

In response to questions, the officer advised that the data and proxies for the social value engine would be obtained from the applicant. It was noted that smaller organisations may not have this data available and it was emphasised that the engine only be deployed where it was sensible to do so. The Council stayed in contact with applicants to ensure they were kept updated regarding the process.

Members noted that the last CIL governance review resulted in a provision for 15% of the CIL money allocated to the CIL Spending Board to be set aside to spend outside of the timescales of the Board. It was moved and duly seconded that it also be recommended to Cabinet that this 15% be capped at £200,000, with any money over and above this amount being returned to the CIL Spending Board for allocation. Members felt that £200,000 was appropriate to ensure the CIL Spending Board pot was maintained, whilst allowing for emergency funding for a range of small projects or one significant project, between meetings of the Spending Board, if required. The motion was put to the vote and it was

Resolved: That it be recommended to Cabinet that

- a) Where appropriate and achievable, to incorporate a measure of social value in assessing the social, economic and environmental benefits of infrastructure projects put forward for CIL funding, as set out in paragraphs 12-15 of this report;
- b) To restructure the CIL funding application form to be more user friendly, as set out in Appendix A to the report; and

c) That the 15% of the CIL money allocated to the CIL Spending Board set aside to spend outside of the timescales of the CIL Spending Board be capped at £200,000, with any money over and above this amount returned to the CIL Spending Board for allocation.