

## **CABINET**

### Minutes of the meeting of the held on 8 November 2012 commencing at 7.00 pm

Present: Cllr. Mrs. Davison (Vice-Chairman, in the Chair)

Cllrs. Mrs. Bosley, Mrs. Clark, Mrs. Davison, Hogarth, Mrs. Hunter and Ramsay

Apologies for absence: Cllrs. Fleming and Mrs. Bracken

Cllrs. Clark and Walshe were also present.

#### 42. Minutes

Resolved: That the minutes of the Cabinet meeting held on 11 October 2012 be approved and signed as a correct record.

#### 43. Declarations of interest

There were no declarations of interest.

#### 44. Questions from Members (maximum 15 minutes)

There were no questions.

#### 45. Matters referred from Council

No matters were referred from Council.

#### 46. Matters referred from the Performance and Governance Committee and/or Select Committee (Paragraph 5.20 of Part 4 (Executive) of the Constitution)

- (a) Edenbridge Conservation Area Appraisal and Management Plan  
(Environment Select Committee – 4 September 2012)

This was considered under Minute 50.

- (b) Annual Review of Car Parking Charges for 2012/14 and Christmas Parking 2012  
(Environment Select Committee – 23 October 2012)

This was considered under Minute 47.

- (c) Kent Joint Municipal Waste Management Strategy (Services Select Committee – 1 November 2012)

This was considered under Minute 49.

## Cabinet - 8 November 2012

### 47. Annual Review of Parking Charges for 2013/14 and Christmas Parking 2012

The Portfolio Holder for the Cleaner and Greener Environment introduced the report and thanked the Environment Select Committee and Officers for working up the recommendations presented in the report. The increase in charges that were being proposed, 4.1% for car parks and 3.6% for on-street parking, met the budget plan increase for 2013/14 which was set at 3.5%. It was hoped that the proposed increases would cause as little pain as possible to the local traders.

The Portfolio Holder also recommended that free parking throughout the District be offered on Saturday 15<sup>th</sup> December and Saturday 22<sup>nd</sup> December and reported that all parking charges would be waived in all car parks and on-street parking areas in and around Sevenoaks town centre after 6pm on 30 November 2012 and in Westerham after 5pm on 29 November 2012 to support the annual events held for the switching-on of the Christmas lights.

Members noted that there was a low risk that any of the options considered would have an adverse impact on people with 'protected characteristics'. Free parking was offered for those with disabilities who held a Blue Badge and this remained unaffected by the proposals that were considered.

In response to a question surrounding whether the impact of the proposed increases would be monitored the Parking and Amenities Manager reported that the use of the car parks was monitored on a monthly basis and this was an on-going process.

Resolved: that

(a) free parking throughout the District be offered on Saturday 15<sup>th</sup> December and Saturday 22<sup>nd</sup> December;

(b) on-street parking charges for 2013/14 be raised by the following amounts:

<b>SEVENOAKS TOWN CENTRE</b> (High Street, London Road, South Park)			Proposed increase
Short stay	30 minutes		10p
" "	1 hour		
" "	2 hours		
<b>SEVENOAKS TOWN COMMUTER AREAS</b> (Plymouth Drive, Holly Bush Lane)			
Short stay	30 minutes		10p
" "	1 hour		
" "	2 hours		
long stay	all day		
<b>SEVENOAKS RAIL COMMUTER AREAS</b> (St Botolphs, Morewood Close)			
Short stay	30 minutes		10p
" "	1 hour		

## Cabinet - 8 November 2012

" "	2 hours	
" "	4 hours	
long stay	all day	
<b>SEVENOAKS COURT AREA (Morewood Close)</b>		
Short stay	30 minutes	10p
" "	1 hour	
" "	2 hours	
" "	4 hours	
<b>SWANLEY (Azalea Drive, Goldsel Road)</b>		
short stay	30 minutes	10p
" "	1 hour	
" "	2 hours	
" "	4 hours	
long stay	all day	
<b>WESTERHAM (The Green, Market Square, Croydon Road)</b>		
short stay	30 minutes	10p
" "	1 hour	
" "	2 hours	

(c) car park charges for 2013/14 be increased by the following amounts:

<b>SEVENOAKS TOWN CENTRE - Blighs</b>		<b>Proposed Increase</b>
Short stay	30 minute	20p
" "	1 hour	20p
" "	2 hours	20p
" "	3 hours	40p
<b>Buckhurst 1, Buckhurst 2, South Park, Suffolk Way &amp; Pemboke Road</b>		
Short stay	1 hour	10p
" "	2 hours	-
" "	3 hours	-
" "	4 hours	-
<b>Buckhurst 2 &amp; Pembroke Road</b>		
Long stay	all day	-
Season tickets	year	-
<b>SEVENOAKS STATION</b>		
Long stay	all day	30p
Season tickets:		
Bradbourne	year	£10
Sennocke	year	£10

## Cabinet - 8 November 2012

<b>SEVENOAKS ST JOHNS HILL</b>		
Short stay	30 minute	-
" "	1 hour	-
" "	2 hours	-
" "	3-4 hours	-
Long stay	all day	-
<b>SWANLEY</b>		
Short stay	30 minute	-
" "	1 hour	-
" "	2 hours	-
" "	3-4 hours	-
Long stay	all day	-
<b>WESTERHAM</b>		
Short stay	30 minute	-
" "	1 hour	-
" "	2 hours	-
" "	3-4 hours	-
Long stay	all day	-

### 48. Local Council Tax Support Scheme

Members considered a report providing an update on the progress made in developing a local Council Tax Support Scheme for Sevenoaks District. The report contained a summary of the responses to the Council's consultation on its draft scheme and Members considered the Equalities Impact Assessment of the draft scheme. The report also set out the developments in the negotiation of a Kent-wide scheme and the latest announcement from Government regarding the design of local council tax support schemes.

Members noted that the Council was required to develop and implement a local council tax support scheme to replace the current council tax benefit scheme through legislation in the Local Government Finance Bill. The decision on the final scheme needed to be taken by Council and to meet the requirements of legislation the decision of Council needed to be made by 31 January 2013 and the scheme operational by 1 April 2013. Failure to do this would result in the Council being required to adopt the default scheme defined in legislation. This effectively was to operate the current council tax benefit scheme, but to do so with a reduction in funding of 10% on current levels.

The following updated recommendations were circulated to Cabinet as work on devising a Kent-wide scheme was not concluded until the day before the meeting:

#### **Cabinet recommendation to Council:**

#### **It be resolved that...**

- 1 The Council introduce a local support for council tax scheme that all residents of working age receive a deduction on the amount of council tax support they are

## Cabinet - 8 November 2012

entitled to, calculated on the basis of the current council tax benefit scheme, of 18.5%.

- 2 In year 1 of the scheme, from 1 April 2013 to 31 March 2014 the Council applies transitional protection for all residents of working age eligible to receive council tax support. This transitional protection ensures that in year 1 only all residents of working age receive a deduction of 8.5% on the amount of council tax support they are entitled to, as calculated on the basis of the current council tax benefit scheme.
- 3 The Council applies to the Government's grant scheme for a financial contribution towards the transitional protection provided to residents once the grant scheme opens after 31 January 2013.
- 4 The Portfolio Holder for Value for Money is provided delegated authority to implement any consequential amendments to the local scheme as a result of the Government publishing its final regulations.

The Group Manager, Financial Services, reported that on 16 October the Government announced that an additional £100m grant would be provided if Councils devised a scheme where claimants only paid between zero and 8.5%.

The Leader, Chief Executive, Director of Corporate Resources and Group Manager, Financial Services had attended meetings to consider a new Kent-wide proposal. The proposal that had been developed was for an 18.5% scheme for three years with a discount in year 1 to reduce it to 8.5% and therefore taking advantage of the additional grant. Officers would continue to look for ways of also reducing the 18.5% in later years by reviewing other Council Tax discounts and exemptions.

In response to a question, the Group Manager, Financial Services, reported that it was unlikely that the grant from the Government would fund the discount in totality but agreement had been secured from the major preceptors that any difference would be underwritten.

Resolved: That

- 1 The Council be recommended to introduce a local support for council tax scheme that all residents of working age receive a deduction on the amount of council tax support they are entitled to, calculated on the basis of the current council tax benefit scheme, of 18.5%.
- 2 In year 1 of the scheme, from 1 April 2013 to 31 March 2014 the Council be recommended to apply transitional protection for all residents of working age eligible to receive council tax support. This transitional protection ensures that in year 1 only all residents of working age receive a deduction of 8.5% on the amount of council tax support they are entitled to, as calculated on the basis of the current council tax benefit scheme.

## Cabinet - 8 November 2012

- 3 The Council be recommended to apply to the Government's grant scheme for a financial contribution towards the transitional protection provided to residents once the grant scheme opens after 31 January 2013.
- 4 Authority be delegated to the Portfolio Holder for Value for Money to implement any consequential amendments to the local scheme as a result of the Government publishing its final regulations.

### 49. Kent Joint Municipal Waste Management Strategy

The Portfolio Holder for The Cleaner and Greener Environment introduced a report outlining the refreshed Kent joint Municipal Waste Strategy objectives and policies for 2012/13 to 2020/21. The first Kent Joint Municipal Waste Management Strategy (KJMWMS) was adopted in 2007 by all 13 Council that comprise the Kent Waste Partnership. The main targets outlined in the 2007 Strategy were actioned one year early in 2011/12 and it was therefore felt appropriate to refresh the Strategy.

Members noted that during the development of the refreshed policies, two Equality Impact Assessments had been taken forward (in February and August 2011) to ensure the public's interests were taken into account. On both occasions the results were satisfactory and full Equality Impact Assessments were not required.

Members considered issues surrounding recycling and the Head of Environmental and Operational Services reported that around 10% of recycling continued to be rejected at the Allington MRF, but this was an improving situation. Leaflets were regularly distributed to residents explaining what waste should be put in recycling. It was important that there was consistency in the messages to residents.

Resolved: That the refreshed Kent Joint Municipal Waste Management strategy objectives and policies 2012/13 – 2020/21 be adopted.

### 50. Edenbridge Conservation Area Management Plan

The Portfolio Holder for Planning and Improvement introduced a report seeking Member support for a new Conservation Area Appraisal and Management Plan for Edenbridge. The new plan had been prepared to meet local Best Value performance requirements and as part of background work which would contribute to the Local Development Framework.

The Group Manager, Planning reported that careful consideration had been given to the boundaries of the Conservation Area and in terms of planning decisions, the impact on the setting of the Conservation Area could be taken into consideration during the planning process where development is proposed adjoining the Conservation Area..

Resolved: That the Edenbridge draft Conservation Area Appraisal and Management Plan, attached to the report as Appendices B (Appraisal and Management Plan) and C (Conservation Area Plan) be adopted as formal planning guidance.

## Cabinet - 8 November 2012

### 51. Annual Monitoring Report 2012

The Portfolio Holder for Planning and Improvement introduced the Annual Monitoring Report which analysed the progress towards meeting the LDF milestones and targets as set out in the Local Development Scheme and also assessed whether or not the LDF policies were functioning properly and when necessary, identified appropriate action.

In response to a question regarding the change in Employment Land supply, the Group Manager, Planning explained that this had resulted from a change of the use of agricultural buildings at Upper Hockenden Farm on the outskirts of Swanley from agricultural to commercial use. This involved making redundant farm buildings available for commercial use.

A Member suggested that on Table A3 – Identified Sites within the 5 year Land Supply - it may be helpful to include a comment noting that figures may change throughout the process.

Resolved: That

- (a) the contents of the Annual Monitoring Report be noted and be made publicly available;
- (b) the Portfolio Holder be authorised to agree minor presentational changes and detailed amendments prior to publication to assist the clarity of the documents; and
- (c) copies be made available for sale at a price to be agreed by the Portfolio Holder.

### 52. Establishing a Police and Crime Panel for Kent and Medway

Members considered a report received from Kent County Council asking Sevenoaks District Council to agree the arrangements and rules for the Kent and Medway Police and Crime Panel. The report also asked for a Councillor nomination to represent Sevenoaks District Council on the Panel. The Police Reform and Social Responsibility Act 2011 placed a statutory duty on local authorities to collectively establish a Police and Crime Panel for their force area.

In response to a question, the Chief Executive reported that Kent County Council were responsible for providing administrative support to the newly formed Panel and whilst funding of £53,000 had been provided by the Home Offices it appeared that costs were likely to exceed the grant.

Resolved: That

- (a) The Leader, Councillor Peter Fleming, be nominated to the Police and Crime Panel and that the Head of Democratic Services at Kent County Council be notified of that nomination; and
- (b) The arrangements and rules proposed at Appendix A to the report, which will enable the Police and Crime Panel for Kent and Medway to be formally constituted by November 2012, be agreed.

## **Cabinet - 8 November 2012**

### **IMPLEMENTATION OF DECISIONS**

This notice was published on 12 November 2012. The decisions contained in Minutes 47, 48, 49, 50 and 51 take effect on 19 November 2012 and the decision contained in Minutes 52 takes effect immediately.

THE MEETING WAS CONCLUDED AT 7.47 PM

CHAIRMAN