

Council Offices
Argyle Road
Sevenoaks
Kent
TN13 1HG



Despatched: 18.04.16

I hereby summon you to attend the 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 April 2016 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 16 February 2016 (Pages 1 - 32)
2. To receive any declarations of interest not included in the register of interest from Members in respect of items of business included on the agenda for this meeting
3. Chairman's Announcements
4. To receive any questions from members of the public under paragraph 17 of Part 2 (The Council and District Council Members) of the Constitution.
5. To receive any petitions submitted by members of the public under paragraph 18 of Part 2 (The Council and District Council Members) of the Constitution.
6. Matters considered by the Cabinet and/or Scrutiny Committee
 - a) Asset Maintenance - White Oak Leisure Centre, Swanley (Pages 33 - 38)
7. Matters considered by other standing committees
 - a) Appointment of Monitoring Officer (Pages 39 - 44)
8. 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.

9. To consider any motions by Members under paragraph 20 of Part 2 (The Council and District Council Members) of the Constitution, notice of which have been duly given.
10. To receive the report of the Leader of the Council on the work of the Cabinet since the last Council meeting. (Pages 45 - 46)
11. To receive reports from the Chairmen of the Audit and Scrutiny Committees on the work of the Committees since the last Council meeting.
 - a) Audit Committee Annual Report 2015/16 (Pages 47 - 50)
 - b) Scrutiny Committee Annual Report to Council 2015/16 (Pages 51 - 54)

EXEMPT ITEMS

At the time of preparing this agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public.

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 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)

DISTRICT COUNCIL OF SEVENOAKS

Minutes of the Meeting of the Sevenoaks District Council
held on 16 February 2016 commencing at 7.00 pm

Present: Cllr. McGarvey (Chairman)

Cllr. Raikes (Vice Chairman)

Cllrs. Abraham, Mrs. Bayley, Ball, Barnes, Bosley, Mrs. Bosley, Clack, Clark, Cooke, Dickins, Edwards-Winsor, Esler, Eyre, Firth, Fleming, Gaywood, Hogg, Horwood, Mrs. Hunter, Kelly, Kitchener, Krogdahl, Lake, Layland, Lindsay, London, Lowe, Maskell, McArthur, Mrs. Morris, Parkin, Parson, Pearsall, Pett, Piper, Purves, Reay, Scott, Scholey, Searles, Miss. Stack, Ms. Tennessee, Thornton and Williamson

Apologies for absence were received from Cllrs. Brookbank, Brown, Dr. Canet, Dyball, Grint, Halford, Hogarth and McGregor.

83. To approve as a correct record the minutes of the meeting of the Council held on 3 November 2015

Resolved: That the Minutes of the meeting of the Council held on 3 November 2016 be approved and signed as a correct record.

84. To receive any declarations of interest not included in the register of interest from Members in respect of items of business included on the agenda for this meeting

No further declarations of interest were received.

85. Chairman's Announcements

The Chairman was very proud to announce that the Leader had been named in the 2016 New Year's Honours List and would be appointed an Officer of the British Empire (OBE) for his services to local government. First elected in May 1999, Cllr Fleming had been Leader of the Council since May 2005, was Chairman of the Local Government Association (LGA) Improvement and Innovation Board for four years before becoming a Deputy Chairman of the Association; and in both roles a spokesperson for the LGA for a number of years fulfilling many national radio and TV media commitments.

The Chairman invited Members to two ceremonies taking place on Monday 14 March 2016. The Annual Fly a Flag for the Commonwealth ceremony, followed immediately afterwards by a WW1 Commemorative act in the Conference Room which would be the second of four annual commemorations, meeting at 9.45am.

He reported that local residents and businesses had had their say about the future of Swanley and Hextable at a week of drop in sessions.

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Residents and commuters had been able to find out about the Council's plans for the new decked car park at Bradbourne car park.

He also reported that the 'making it happen' Voluntary and community awards ceremony would be held on Wednesday 8 June at 7.30pm at Sevenoaks School. There were 9 categories and invitations from the Chief Executive would be sent out in the first week of March. The deadline for nominations was Thursday 28 April either by post or online and a judging panel would meet in the first week of May.

Finally he announced that it had been nearly a year since the Oriental Chestnut Gall Wasp had first been discovered in Farningham Woods, and that amazing work had been done by the team but further action was still required. A second sequence of gall wasp control coppicing over a more extended area had started just before Christmas. It was understood that this was progressing well and it was hoped that costs would be covered by selling Chestnut products such as post and rail, weatherboard and wood chip. The best fencing materials had already been used to replace some of the park fencing at Bradbourne Lakes along the A25 and Betenson Avenue.

86. To receive any questions from members of the public under paragraph 17 of Part 2 (The Council and District Council Members) of the Constitution.

No questions had been received.

87. To receive any petitions submitted by members of the public under paragraph 18 of Part 2 (The Council and District Council Members) of the Constitution.

No petitions were received.

88. Matters considered by the Cabinet

a) Calculation of Council Tax Base and other tax setting issues

Councillor Fleming proposed and Councillor Searles seconded the recommendations from Cabinet. The report set out details of the calculation of the District's tax base for council tax setting purposes.

Resolved: That

- a) the report of the Chief Finance Officer for the calculation of the Council's tax base for the year 2016/17 be approved;
- b) pursuant to the report of the Chief Finance Officer and in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended) the amount calculated by the Sevenoaks District Council as its council tax base for the whole area for the year 2016/17 shall be 48,895.68;
- c) pursuant to the report of the Chief Finance Officer and in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as

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amended) the amount calculated by the Sevenoaks District Council as the council tax base for 2016/17 for the calculation of local precepts shall be:

<u>Parish</u>	<u>Tax Base</u>
Ash-cum-Ridley	2,407.77
Badgers Mount	330.21
Brasted	783.17
Chevening	1,443.79
Chiddingstone	599.08
Cowden	416.68
Crockenhill	646.70
Dunton Green	993.01
Edenbridge	3,462.90
Eynsford	924.22
Farningham	638.94
Fawkham	283.79
Halstead	759.02
Hartley	2,510.65
Hever	599.68
Hextable	1,645.57
Horton Kirby & South Darent	1,277.09
Kemsing	1,816.83
Knockholt	619.96
Leigh	803.25

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Otford	1,664.06
Penshurst	835.26
Riverhead	1,232.06
Seal	1,193.50
Sevenoaks Town	9,225.61
Sevenoaks Weald	613.40
Shoreham	677.81
Sundridge	921.84
Swanley	5,308.16
Westerham	1,957.48
West Kingsdown	2,304.19

- d) any expenses incurred by the Council in performing in part of its area a function performed elsewhere in its area by a parish or community council or the chairman of a parish meeting shall not be treated as special expenses for the purposes of section 35 of the Local Government Finance Act 1992.

b) Treasury Management Strategy 2016/17

Councillor Fleming proposed and Councillor Searles seconded the recommendations from Cabinet. The report sought approval of the Treasury Management Strategy 2016/17.

Resolved: That subject to the inclusion of Santander UK Plc as an investment counterparty, the Treasury Management Strategy for 2016/17 be approved.

c) Budget and Council Tax Setting 2016/17

Members' attention was brought to the additional papers that had been circulated prior to the meeting. The updated report advised that since the Budget and Council Tax Setting 2016/17 report was presented to Cabinet on 4 February 2016, the Government had published the Final Local Government Finance Settlement 2016/17. In the final settlement there was a change to the Council Tax referendum limit for district councils. Previously the limit had been 2%, now the limit was the higher of 2% or £5.

The original report and appendices within the main agenda papers had been based on a Council Tax increase of 1.96% (£3.78) in 2016/17. The updated report and appendices, which had been circulated prior to the meeting, were based on a Council Tax increase of 2.57% (£4.95) in 2016/17. The updated report requested Council to either approve the recommendations in the latest report for a 2.57% increase or the original report for a 1.96% increase.

Councillor Fleming proposed and Councillor Searles seconded the recommendations contained within the updated report, published since the main papers.

Councillor Fleming stated that when he had stood before Members the previous year he had set out a clear route to self sufficiency in two years time. Sevenoaks District Council (SDC) revenue budget 16 years ago had been £14m, half of the funding came from government, half from the council tax payer. That £14m today would equate to £22m using the Retail Price Index (RPI) or £20m using the Consumer Price Index (CPI). Before Members was a budget almost £10m below the RPI figure, and a budget showing no direct government funding. The difficult decisions made by Members over the last ten years post the new millennium, and accelerated in the last few, had led to this. As predicted the share of government funding had been reduced, although further and faster than anyone could have envisaged.

In the last 6 years SDC's Revenues Support Grant (RSG) had fallen by almost £5m, £1m of which would go in the coming year (2016/17) with the final £600,000 received set to disappear the year after that. In real terms, the funding for every man, woman, and child within the District had reduced from £55.95 in 2010 to £5.37 in 2016/17 and zero the year after that.

He stated that with the bleak outlook many observers, casual or otherwise, would have expected the recommendations to be full of cuts and massive reductions in services, with the consequences of those decisions felt across all SDC communities and the hard won reputation for high quality services quickly lost – which was not the case.

Members had stewarded the money they held in trust for the residents they served. Early in the preparation of this budget, Members and officers had worked together to remove the need for both the RSG and New Homes Bonus (NHB) a year earlier than planned. Work on the property investment portfolio continued, but clearly the Council would not be in the position it was if Members had not had the faith that this would become a major pillar of the Council's financial future. The ongoing 10 year budget had given a framework in which to plan for the long term sustainability of the Council. New savings would be made, almost £500,000 in the coming year through the work of the Advisory Committees for whose hard work and diligence he offered his thanks.

He announced that it was a truly momentous occasion. The budget before Members showed SDC to be the first council in the country to no longer require direct government support, somewhat fortuitously as it was to be lost the following year anyway. Members could look to a future where the Council would no longer be held back by the vagaries of central government funding decisions, could set a course to a more equal relationship and look to a future where the decisions made and money spent were intrinsically linked to the communities the council served.

Local government was suffering from reduced budgets and rising costs across services such as adult social care and public health, with colleagues in principal authorities

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dealing with what appeared to be insurmountable issues. He looked forward to having a greater role for the Council especially where the Council had the leverage to reduce costs going forward.

As believed for a number of years despite ministerial pronouncements to the contrary, the loss of RSG clearly put paid to any notion of protected specific funding pots, the most notable being council tax support for parishes.

The government had clearly set out its expectations for the future financing of local government with the new Secretary of State advocating that those councils who could, should, move towards raising all their finance locally without reliance on central government support.

Members had before them a change to the recommendation that was passed by Cabinet. In making his statement on the outcome of consultation on the local government finance settlement the Secretary of State had followed through on the rhetoric and moved to make it possible for those districts where a £5 rise in the annual council tax rate was in excess of the 2% referendum limit such a rise would not only be allowed but recommended as part of the more general move from government support. In real terms this was a 0.6% increase on the figure in the 10 year budget or an additional £1.17 a year (per Band D household). Again it was worth remembering that this was below the original assumptions in the ten year budget of 3%, only changed to 2% when it looked unlikely that the government would move its position. This was highly likely to be a one time offer from government, and any decision by Full Council was for the next year in isolation.

He urged Members that this was the correct decision to make. That all the evidence showed that decisions made now could have either a positive or very negative impact on a council's ability to continue to provide services to its community in the future. The extra half a percent would raise £57,000 next year, seen across the ten years this was a little over half a million pounds.

Post Christmas Members had an illustration of how, even after taking the difficult decisions and placing the Council in the best possible financial situation, a single line in the government's original settlement document would have seen the authority facing a bill for almost £2m over three years.

Members would know that he firmly believed that there should always be balance between the make-up of the money that had to be spent. The main three pillars that remained after the removal of government support were Council Tax, Savings and Investment Income - and over reliance on any one of these he believed destabilised the Council as an authority. However the Council would continue to look at how to reduce the burden of council tax on the residents that Members served.

Looking forward, unlike many authorities, he saw a challenging but exciting future, a Council comfortable in its own skin, confident in supporting, nurturing and working for the benefit of all its communities, residents and businesses.

The Leader commended the budget to Members.

Cllr. Purves expressed concern at the reduction in asset maintenance of the playgrounds and public conveniences and suggested civic expenses could be deleted instead. The

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Portfolio Holder for Direct & Trading Services, Cllr. Dickins, reassured her that the savings had already been made and did not affect the service as it was an unlikely spend over the next 5 years.

The Chairman advised that, unless there was objection he would take a vote on recommendation 6 (d) first and then the remainder of the recommendations en bloc.

First of all the vote was taken for Agenda item 6 (d)(i) – ‘That no funding be passed to Town and Parish Councils for Council Tax Support in 2016/17’:

For	Against	Abstention
Cllr. Abraham	Cllr. Hogg	Cllr. Lindsay
Cllr. Ball	Cllr. McArthur	
Cllr. Barnes	Cllr. Purves	
Cllr. Mrs. Bayley		
Cllr. Mrs Bosley		
Cllr. Bosley		
Cllr. Clack		
Cllr. Clark		
Cllr. Cooke		
Cllr. Dickins		
Cllr. Edwards-Winser		
Cllr. Esler		
Cllr. Eyre		
Cllr. Firth		
Cllr. Fleming		
Cllr. Gaywood		
Cllr. Horwood		
Cllr. Mrs. Hunter		
Cllr. Kelly		
Cllr. Kitchener		
Cllr. Krogdahl		
Cllr. Lake		
Cllr. Layland		
Cllr. London		
Cllr. Lowe		
Cllr. Maskell		
Cllr. McGarvey		
Cllr. Mrs. Morris		
Cllr. Mrs. Parkin		
Cllr. Parson		
Cllr. Pearsall		
Cllr. Pett		
Cllr. Piper		
Cllr. Raikes		
Cllr. Reay		
Cllr. Scott		
Cllr. Scholey		
Cllr. Searles		
Cllr. Miss. Stack		
Cllr. Ms. Tennessee		
Cllr. Thornton		

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Cllr. Williamson		
42	3	1

The motion was carried, therefore options 6 (d) (ii) and 6 (d)(iii) automatically fell.

The vote was then taken on the remaining recommendations 6 (a), (b), (c) and (e):

For	Against	Abstention
Cllr. Abraham		Cllr. Hogg
Cllr. Ball		Cllr. Purves
Cllr. Barnes		
Cllr. Mrs. Bayley		
Cllr. Mrs Bosley		
Cllr. Bosley		
Cllr. Clack		
Cllr. Clark		
Cllr. Cooke		
Cllr. Dickins		
Cllr. Edwards-Winser		
Cllr. Esler		
Cllr. Eyre		
Cllr. Firth		
Cllr. Fleming		
Cllr. Gaywood		
Cllr. Horwood		
Cllr. Mrs. Hunter		
Cllr. Kelly		
Cllr. Kitchener		
Cllr. Krogdahl		
Cllr. Lake		
Cllr. Layland		
Cllr. Lindsay		
Cllr. London		
Cllr. Lowe		
Cllr. Maskell		
Cllr. McArthur		
Cllr. McGarvey		
Cllr. Mrs. Morris		
Cllr. Mrs. Parkin		
Cllr. Parson		
Cllr. Pearsall		
Cllr. Pett		
Cllr. Piper		
Cllr. Raikes		
Cllr. Reay		
Cllr. Scott		
Cllr. Scholey		
Cllr. Searles		
Cllr. Miss. Stack		
Cllr. Ms. Tennessee		
Cllr. Thornton		
Cllr. Williamson		

44	0	2
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The motion was carried and therefore overall it was

Resolved: That

- a) the Summary of Council Expenditure and Council Tax for 2016/17 set out in Appendix E to the minutes, be approved;
- b) the 10-year budget 2016/17 to 2025/26 which was the guiding framework for the detailed approval of future years' budgets set out in Appendix B to the minutes, including the growth and savings proposals set out in Appendix C-D to the minutes be approved, and that where possible any variations during and between years be met from the Budget Stabilisation Reserve;
- c) the changes to reserves and provisions set out in Appendix H to the minutes, be approved;
- d) no funding be passed to Town and Parish Councils for Council Tax Support in 2016/17;
- e) the following be approved -
 - a. the Capital Programme 2016/19, and Asset Maintenance 2016/17 budget of £490,000 be approved (Cabinet 4 February 2016 – Capital Programme & Asset Maintenance 2016/19;
 - b. that it be noted that at the Cabinet meeting on 14 January 2016 the Council calculated as its council tax base for the year 2016/17:
 - (i) for the whole Council area as 48,895.68 being Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended, (the “Act”); and
 - (ii) for dwellings in those parts of its area to which a parish precept related as in the attached Appendix K;
 - c. that the council tax requirement for the Council’s own purpose for 2016/17 (excluding Town and Parish precepts) be calculated as £197.82;
 - d. that the following amounts be calculated for the year 2016/17 in accordance with Sections 31 to 36 of the Act:
 - (i) £55,585,145 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Town and Parish Councils.

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- (ii) £42,095,000 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- (iii) £13,490,145 being the amount by which the aggregate at e)d.(i) above exceeds the aggregate at e)d.(ii) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year (Item R in the formula in Section 31B of the Act).
- (iv) £275.90 being the amount at e)d.(iii) above (Item R), all divided by e)b.(i) above (Item T), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its council tax for the year (including Town and Parish precepts).
- (v) £3,817,602 being the aggregate amount of all special items (Town and Parish precepts) referred to in Section 34 (1) of the Act (as per the attached Appendix K).
- (vi) £197.82 being the amount at e)d.(iv) above, less the result given by dividing the amount at e)d.(v) above by the amount at e)b.(i) above (Item T), calculated by the Council, in accordance with Section 34 (2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no Town or Parish precept relates.

e. it be noted that for the year 2016/17 the Kent County Council, the Kent Police & Crime Commissioner and the Kent & Medway Towns Fire Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each category of dwellings in the Council's area as indicated in the table below

<u>Valuation Bands</u>	Precepting Authority			
	Sevenoaks District Council	Kent County Council	Kent Police & C.C.	Kent & Medway Towns Fire Authority

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	£	£	£	£
A	131.88	755.70	101.43	48.00
B	153.86	881.65	118.34	56.00
C	175.84	1,007.60	135.24	64.00
D	197.82	1,133.55	152.15	72.00
E	241.78	1,385.45	185.96	88.00
F	285.74	1,637.35	219.77	104.00
G	329.70	1,889.25	253.58	120.00
H	395.64	2,267.10	304.30	144.00

- f. the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in Appendix M as the amounts of council tax for the year 2016/17 for each part of its area and for each of the categories of dwellings; and
- g. the Council's basic amount of council tax for 2016/17, shown in e)d.(vi) above, is not excessive in accordance with principles approved under Section 52ZB of the Local Government Finance Act 1992.

89. Matters considered by other standing committees

a) Revised Draft Taxi and Private Hire Licensing Policy

Councillor Fleming proposed and Councillor Mrs. Morris seconded the recommendations from Licensing Committee.

Resolved: That the Taxi and Private Hire Licensing Policy be adopted and reviewed by the Licensing Committee in September 2017, subject to the following amendments

- i) in order to increase the number of wheelchair accessible vehicles that form part of the fleet for Hackney Carriage vehicles licensed by Sevenoaks District Council, Section 4.5 to include
 - (a) from 1st September 2016 all additional hackney carriage vehicles requiring a new plate, must be wheelchair accessible. That is those that require the issue of a new Hackney Carriage plate number. (This does not apply to replacement vehicles, change of ownership of vehicles or vehicles that are replacing damaged vehicles) and
 - (b) from 1st January 2018 all vehicles that reach the end of their life with respect to being eligible for licensing as a licensed vehicle (i.e. 10 years since the date of its first registration) must be replaced by a wheelchair accessible vehicle. (This does not apply to change of ownership of vehicles or vehicles that are replacing damaged vehicles or a total loss.); and

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- ii) '1500cc' be corrected to read '1400cc' at Appendix 5B, paragraph 5 under Environmental Considerations of the draft policy.

- b) Local Government (Miscellaneous Provisions) Act 1982: Licence Fees 2015/2016

Councillor Fleming proposed and Councillor Mrs. Morris seconded the recommendations from Licensing Committee.

Resolved: That the appropriate fee levels as £3,100 for a new or renewal application, and £1,625 for transfer of an application, be approved.

- c) Gambling Act 2005: Licence Fees 2015/2016

Councillor Fleming proposed and Councillor Mrs. Morris seconded the recommendations from Licensing Committee.

Resolved: That the appropriate fees from 1 April 2016 to 31 March 2017, as set out below, be approved

Premises Type	New Application £	Annual Fee £
Existing Casinos	n/a	n/a
New Small Casino	7700	4275
New Large Casino	8845	6900
Bingo Club	2190	770
Betting Premises (excluding Tracks)	2750	555
Tracks	1710	770
Family Entertainment Centres	1710	630
Adult Gaming Centre	1710	770
Temporary Use Notice	220	n/a

	Application to Vary £	Application to Transfer £	Application for Re- Instatement £	Application for Provisional Statement £	Licence Application (provisional Statement holders) £	Copy Licence £	Notification of Change £
Existing Casinos	n/a	n/a	n/a	n/a	n/a	n/a	n/a
New Small Casino	3760	1620	1620	7760	2770	12	28
New Large Casino	4210	2060	2060	8870	4065	12	28

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Bingo Club	1645	1200	400	2190	1200	12	28
Betting Premises (excluding tracks)	1500	1200	380	1690	1200	12	28
Tracks	1250	950	380	1670	950	12	28
Family Entertainment Centres	1000	950	385	1710	950	12	28
Adult Gaming Centre	1000	1200	385	1710	1200	12	28
Temporary Use Notice	n/a	n/a	n/a	n/a	n/a	12	28

d) Monitoring Officer's Annual Report

Councillor Fleming proposed and Councillor Gaywood seconded the recommendations from Standards Committee.

Resolved: That the report be noted.

90. To consider the following reports from the Chief Executive or other Chief Officers on matters requiring the attention of Council:

a) Pay Policy Statement

It was moved by Councillor Fleming, seconded by Councillor Lowe and

Resolved: That the Pay Policy Statement be adopted and published on the Council's website.

b) Calendar of Meetings 2016/17

It was moved by Councillor Fleming, seconded by Councillor Firth and

Resolved: That the calendar of meetings for 2016/17 be approved subject to formal adoption at the Annual Meeting of Council on 10 May 2016.

91. 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.

No questions had been received.

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92. To consider any motions by Members under paragraph 20 of Part 2 (The Council and District Council Members) of the Constitution, notice of which have been duly given.

No motions had been received.

93. To receive the report of the Leader of the Council on the work of the Cabinet since the last Council meeting.

The Leader of the Council reported on the work that he and the Cabinet had undertaken in the period 23 October 2015 to 22 January 2016.

He took the opportunity to praise the Chief Finance Officer and his team for the work carried out on pulling together an excellent response to the tariff adjustment consultation with 14 other affected local authorities.

He also praised Sevenoaks Town Council for being accredited with a Quality Gold Award by the National Association of Local Councils.

THE MEETING WAS CONCLUDED AT 19.37PM

Chairman

Ten Year Budget - Revenue

	Budget 2015/16	Plan 2016/17	Plan 2017/18	Plan 2018/19	Plan 2019/20	Plan 2020/21	Plan 2021/22	Plan 2022/23	Plan 2023/24	Plan 2024/25	Plan 2025/26
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Expenditure											
Net Service Expenditure c/f	14,136	14,253	13,689	14,261	14,512	14,672	15,223	15,577	15,938	16,306	16,679
Inflation	473	569	506	622	446	638	454	461	468	473	478
Superannuation Fund deficit: actuarial increase	0	(721)	300	0	0	200	0	0	0	0	0
Net savings (approved in previous years)	(356)	(13)	(162)	(271)	(216)	(187)	0	0	0	0	0
New growth	0	88	28	0	30	0	0	0	0	0	0
New savings/Income	0	(487)	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(100)
Net Service Expenditure b/f	14,253	13,689	14,261	14,512	14,672	15,223	15,577	15,938	16,306	16,679	17,057
Financing Sources											
Government Support											
: Revenue Support Grant	(1,516)	0	0	0	0	0	0	0	0	0	0
New Homes Bonus	(1,818)	0	0	0	0	0	0	0	0	0	0
Council Tax	(9,298)	(9,672)	(10,034)	(10,401)	(10,774)	(11,115)	(11,464)	(11,824)	(12,193)	(12,573)	(12,962)
Locally Retained Business Rates	(1,934)	(1,951)	(1,989)	(2,048)	(2,113)	(2,155)	(2,198)	(2,242)	(2,287)	(2,333)	(2,380)
Collection Fund Surplus		(333)	0	0	0	0	0	0	0	0	0
Interest Receipts	(301)	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(250)
Property Investment Strategy Income	0	(500)	(500)	(1,132)	(1,276)	(1,276)	(1,276)	(1,276)	(1,376)	(1,376)	(1,376)
Contributions to/(from) Reserves	(233)	100	(353)	(353)	(353)	(353)	(353)	(179)	(179)	(635)	148
Total Financing	(15,100)	(12,606)	(13,126)	(14,184)	(14,766)	(15,149)	(15,541)	(15,771)	(16,285)	(17,167)	(16,820)
Budget Gap (surplus)/deficit	(847)	1,083	1,135	328	(94)	74	36	167	21	(488)	237
Contribution to/(from) Stabilisation Reserve	847	(1,083)	(1,135)	(328)	94	(74)	(36)	(167)	(21)	488	(237)
Unfunded Budget Gap (surplus)/deficit	0	0	0	0	0	0	0	0	0	0	0

Assumptions	
Revenue Support Grant:	-100% in 16/17
Locally Retained Business Rates:	2% all years
Council Tax:	2.57% in 2016/17, 2% in later years
Interest Receipts:	£250,000 16/17 onwards
Property Inv. Strategy:	£500,000 from 16/17, £700,000 from 18/19, £800,000 23/24 onwards. Sennocke and Bradbourne development income included from 2018/19.
Pay award:	1% in 16/17 - 19/20, 2% later years
Other costs:	2.25% in all years
Income:	2.5% all years

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Summary of the Council's Agreed Savings and Growth Items

Appendix C

SCIA		Description	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000	Later Years £000	Total £000
Year	No.									
		Direct and Trading Advisory Committee								
		No savings or growth agreed from 2016/17 onwards								
		Economic and Community Development Advisory Committee								
2014/15	2	Economic Development & Property Team - SCIA originally called 'Broadband and business growth' (reversal of temporary growth item)						(50)	(30)	
		Finance Advisory Committee								
2011/12	62,63	Staff terms and conditions - savings agreed by Council 18/10/11						(143)	(836)	
2015/16	1	Staffing: Employers National Insurance increase from April 2016 - implications due to change in legislation						200		
2015/16	10	External Audit fee reduction (reversal of temporary saving item)							30	
2015/16	11	Dartford BC partnerships: revised split of costs (reversal of temporary saving item)						90		
		Housing and Health Advisory Committee								
2015/16	17	Housing Advice: Bed and breakfast reduction (reversal of temporary saving item)						10		
2015/16	18	Housing Advice: Private sector letting scheme (reversal of temporary saving item)						10		
		Legal and Democratic Services Advisory Committee								
		No savings or growth agreed from 2016/17 onwards								
		Planning Advisory Committee								
2014/15	15	Planning: Use CIL funds for monitoring						(50)		
		Policy and Performance Advisory Committee								
2014/15	18	Corporate Projects (reversal of temporary growth item)						(60)		
2014/15	21	Customer Services: Channel shift programme						(20)		
		Total Savings	(2,984)	(841)	(314)	(479)	(533)	(103)	(806)	(6,060)
		Total Growth	371	45	50	327	177	90	(30)	1,030
		Net Savings	(2,613)	(796)	(264)	(152)	(356)	(13)	(836)	(5,030)

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New Growth and Savings Proposals

Proposal shown as 'New Growth' on the attached 10-year budget						
SCIA Year	No.	Description	Year	Ongoing	Annual Impact £000	10-year Budget Impact £000
Growth						
Policy and Performance Advisory Committee						
2016/17	1	Economic Development & Property: Staffing establishment levels made permanent	2016/17	yes	88	1,342
Total					88	1,342

Proposals not included on the attached 10-year budget						
SCIA Year	No.	Description	Year	Ongoing	Annual Impact £000	10-year Budget Impact £000
Growth						
Direct and Trading Advisory Committee						
2016/17	2	Street Cleaning: Fly-tipping clearance and enforcement action	2016/17	yes	36	360
Economic and Community Development Advisory Committee						
none						
Finance Advisory Committee						
2016/17	4	Facilities Management: Loss of asset maintenance income	2016/17	yes	13	130
2016/17	5	Facilities Management: Asset maintenance at Hever Road Travellers Site	2016/17	yes	30	300
2016/17	6	Finance: Insurance Premium Tax increase	2016/17	yes	12	120
Housing and Health Advisory Committee						
none						
Legal and Democratic Services Advisory Committee						
2016/17	7	Register of Electors: Individual Electoral Registration	2016/17	yes	40	400
Planning Advisory Committee						
none						
Policy and Performance Advisory Committee						
none						
Sub Total					131	1,310

Proposals not included on the attached 10-year budget						
SCIA Year	No.	Description	Year	Ongoing	Annual Impact £000	10-year Budget Impact £000
Savings						
Direct and Trading Advisory Committee						
2016/17	8	Playgrounds: Reduction in asset maintenance	2016/17	5 yrs	(7)	(35)
2016/17	9	Public Conveniences: Reduction in asset maintenance	2016/17	5 yrs	(8)	(40)
Economic and Community Development Advisory Committee						
2016/17	10	Youth: Reduction in contributions to projects	2016/17	yes	(10)	(100)
Finance Advisory Committee						
2016/17	11	Facilities Management: Reduction in utility costs	2016/17	yes	(15)	(150)
2016/17	12	Facilities Management: Reduction in maintenance and consumables cost	2016/17	yes	(66)	(660)
2016/17	13	Facilities Management: Increased print income	2016/17	yes	(10)	(100)
2016/17	14	Various partnerships: Revised split of costs	2016/17	yes	(70)	(700)
2016/17	15	Finance: Partnership work covered within existing resources	2016/17	yes	(72)	(720)
Housing and Health Advisory Committee						
2016/17	16	Housing Advice & Standards: Housing Register	2016/17	yes	(15)	(150)
2016/17	17	Disabled Facility Grants: Fee income	2016/17	yes	(20)	(200)
2016/17	18	Private Sector Lettings (PSL) scheme: reduced contribution	2016/17	yes	(5)	(50)
Legal and Democratic Services Advisory Committee						
none						
Planning Advisory Committee						
2016/17	19	Planning: Efficiency review	2016/17	yes	(20)	(200)
Policy and Performance Advisory Committee						
2016/17	20	Pay costs saving	2016/17	yes	(300)	(3,000)
Sub Total					(618)	(6,105)
Net Savings Total					(487)	(4,795)

Summary of Council Expenditure & Council Tax

	2015/16 Budget Net Expenditure £000	2016/17 Budget Net Expenditure £000
Service expenditure before Support Services and Capital Charges including trading accounts (see Appendix F)	14,485	13,914
Capital Charges and Support Services charged outside the General Fund	(232)	(225)
Sub Total	14,253	13,689
Non allocated expenditure:		
Collection Fund adjustment	0	0
Net Service Expenditure excluding Capital Charges	14,253	13,689
Revenue Support Grant inc CTS	(1,516)	0
Retained Business Rates	(1,934)	(1,951)
New Homes Bonus	(1,818)	0
Council Tax Requirement - Sevenoaks DC	(9,298)	(9,672)
Collection Fund Surplus	0	(333)
Grant & Council Tax income	(14,566)	(11,956)
Net Expenditure after Grant & Council Tax, before interest	(313)	1,733
Less: Interest and Investment income	(301)	(250)
Less: Property Investment Strategy Income	0	(500)
Amount to be met from Reserves	(614)	983
Contributions (to) / from reserves		
Earmarked Reserves		
Capital	(148)	(148)
Budget Stabilisation	(847)	963
New Homes Bonus	(120)	0
Financial Plan	501	501
Corporate Project Support	0	(333)
Planned contribution from General Fund Reserve	0	0
	(614)	983

	2014/15	2015/16	2016/17
Taxbase	47,629	48,209	48,896
	£	£	£
Council Tax @ Band D	189.18	192.87	197.82

Council Tax Summary

Band D charge			%		%
Kent County	1,068.66	1,089.99	69.2	1,133.55	69.4
Kent Fire	69.30	70.65	4.5	72.00	4.4
Kent Police	144.28	147.15	9.3	152.15	9.3
	<u>1,282.24</u>	<u>1,307.79</u>	<u>83.1</u>	<u>1,357.70</u>	<u>83.1</u>
Sevenoaks District	189.18	192.87	12.2	197.82	12.1
Average Town/Parish	73.41	73.95	4.7	78.08	4.8
	<u>1,544.83</u>	<u>1,574.61</u>	<u>100.0</u>	<u>1,633.60</u>	<u>100.0</u>

Interest Receipts Summary

Investment interest		328		277
Mortgage and other interest		0		0
Allocations to Provisions		-27		-27
Net Revenue contribution		<u>301</u>		<u>250</u>

Statement of Reserves and Provisions

1. This appendix sets out details of the reserves and provisions held by the council. These balances have been subject to a detailed review as part of the budget process. **The items in bold show the changes that are being recommended.**
2. One of the requirements of the Financial Planning Strategy is to have flexible use of the Budget Stabilisation Reserve. The fund incorporates any annual under-spends and absorbs any annual over-spends. **It is recommended that any variance in the 2015/16 budget is put into this reserve or absorbed by this reserve.**
3. **It is recommended that a Switch and Save Reserve is established.** Income from the Switch and Save Scheme will be used to fund energy efficiency projects.
4. **It is recommended that a Business Rates Retention Reserve is established** to manage the volatility in yearly cash flows in the Collection Fund caused by the complexities in the Business Rates Retention Scheme.
5. The Community Infrastructure Levy (CIL) is a charge on some forms of new development that brings forward money to be spent on the infrastructure needed to support growth. Cabinet have agreed Governance arrangements and a CIL Spending Board has been established which will consider applications from local communities and infrastructure providers. **It is recommended that a Community Infrastructure Levy (CIL) Reserve is established** to hold the funds that accumulate to be spent throughout the District.
6. A Corporate Project Support Reserve is already in place to finance external expertise required for projects (e.g. the website). **It is recommended that £383,000 be transferred into the Corporate Project Support Reserve from the sources listed below** to fund future project work including 'invest to save' initiatives.
 - a. **First Time Sewerage Reserve £50,000.**
 - b. **Collection Fund Surplus £333,000.**
7. Following the senior management restructure **it is recommended that the Re-organisation Reserve is increased by £100,000.**
8. The pension fund position has been reviewed and **it is recommended that the Pension Fund Valuation reserve is reduced by £100,000.**

The table below sets out the reserves and provisions held at 1 April 2015

	01/04/15	Purpose (some further details are included in the Statement of Accounts 2014/15)
Provisions	£000	
Business Rates Appeals	1,804	The change to the Business Rates Retention scheme means that the Council has to provide for its share of the costs arising from successful appeals by business ratepayers.
Accumulated Absences	152	Absorbs the difference that would otherwise arise on the General Fund Balance from accruing for compensated absences (e.g. annual leave) earned but not taken in the year. Opposite entry in Unusable Reserves.
Municipal Mutual Insurance (MMI)	257	A solvent run-off of MMI is now unlikely which may result in Councils being liable to clawback of monies paid out.
Other	94	To cover potential restitutionary claims in respect of personal search fees of the land register.
Sub Total	2,307	
Capital Receipts		
Capital Receipts	3,460	Balance from previous asset sales and mortgage repayments. Can be used to fund future capital expenditure.
Earmarked Reserves		
Action and Development	395	To fund ad hoc and unplanned expenditure (including emergencies and flooding).
Asset Maintenance	1,000	To fund emergency works to assets.
Budget Stabilisation	6,704	To support decisions required to continue to produce a balanced budget in future years.
Capital Financing	184	Annual contributions from revenue to fund some capital projects.
Carry Forward Items	336	For specific items agreed by Cabinet, e.g. if a project has slipped between years.
Community and Business	383	External funding received for ongoing and future projects.
Corporate Project Support	200	To fund invest to save projects and external expertise required to investigate proposed projects.
District Elections	106	To finance District Council elections.
Financial Plan	4,160	Funds moved from the Asset Maintenance and Employer's Superannuation Reserves to support the 10-year budget.

First Time Sewerage	366	Transferred from a provision for potential liabilities relating to earlier sewerage installations.
Flood Support	144	To give grants to businesses that have suffered flooding and make claims under the Business Flood Support Scheme.
Health and Safety	100	To fund legal costs.
Homelessness Prevention	103	For preventing homelessness.
Housing Benefit Subsidy	664	Provides a cushion against large movements in reclaimable sums in any year.
Housing Surveys	105	To fund Housing Surveys at the time of need.
IT Asset Maintenance	244	To fund future IT asset maintenance costs.
Local Plan/LDF	634	To help support the Local Plan and Local Development Framework.
New Homes Bonus	379	Due to the uncertainty of future Government funding an element of NHB is being kept separate.
Pension Fund Valuation	640	To contribute towards downturns in future pension fund actuarial valuations.
Property Investment	3,731	To support the aims of the Property Investment Strategy agreed by Council.
Repayable Housing Grant Assistance	117	Part of the grant may be repayable when the conditions are no longer met e.g. house sold.
Re-organisation	465	To fund actions taken to achieve annual budget savings.
Vehicle Insurance	293	Own vehicle damage for the commercial vehicle fleet. Contributions are made from the trading accounts.
Vehicle Renewal	419	Vehicle replacement for the commercial vehicle fleet. Contributions are made from the revenue trading accounts each year
Others (under £100,000)	446	Includes Rent Deposit Guarantee, Local Strategic Partnership, Housing Benefit, Big Community Fund.
Sub Total	22,318	
General Fund	1,500	Acts as a working balance to meet unexpected issues during the year, for which a minimum of 10% of net service expenditure recommended. It also meets any planned deficits on the revenue account.
TOTAL	29,585	

Definitions:

Provisions - funds set aside for liabilities or losses which are known obligations, but are uncertain as to amounts or dates. Expenditure can be charged direct against the Provision without being reflected in the Revenue Account.

Capital Receipts - money received from the sale of assets (normally land and buildings) and the repayment of grants and advances (e.g. mortgage repayments). Such receipts can only be used to repay debt, or to finance capital investment.

Earmarked Reserve - amounts set aside for purposes falling outside the definition of Provisions. Expenditure should not be charged direct to reserves, but shown in the Revenue Account with the transfer to or from the reserve distinguished from service expenditure.

Unallocated Reserve - the General Fund balance. This amount is not set-aside for a specific purpose.

COUNCIL TAX SETTING 2016/17

TOWN AND PARISH COUNCIL PRECEPTS AND COUNCIL TAX RATES

TOWN & PARISH COUNCIL PRECEPTS							
Town / Parish Council	2015/16			2016/17			Band D Change (%)
	Tax Base	Precept £	Council Tax Band D (£)	Tax Base	Precept £	Council Tax Band D (£)	
Ash-cum-Ridley	2,381.61	80,500	33.80	2,407.77	90,562	37.61	11.27
Badgers Mount	329.08	13,700	41.63	330.21	13,710	41.52	-0.26
Brasted	765.50	36,250	47.35	783.17	36,250	46.29	-2.24
Chevening	1,433.69	66,800	46.59	1,443.79	68,000	47.10	1.09
Chiddingstone	586.47	29,500	50.30	599.08	30,500	50.91	1.21
Cowden	406.93	20,500	50.38	416.68	20,910	50.18	-0.40
Crockenhill	632.84	63,620	100.53	646.70	66,928	103.49	2.94
Dunton Green	901.64	80,000	88.73	993.01	90,000	90.63	2.14
Edenbridge	3,446.21	451,007	130.87	3,462.90	462,278	133.49	2.00
Eynsford	910.78	68,800	75.54	924.22	71,552	77.42	2.49
Farningham	610.40	36,182	59.28	638.94	38,620	60.44	1.96
Fawkham	280.52	12,250	43.67	283.79	12,393	43.67	0.00
Halstead	748.62	41,523	55.47	759.02	41,974	55.30	-0.31
Hartley	2,477.44	131,652	53.14	2,510.65	131,361	52.32	-1.54
Hever	593.81	26,597	44.79	599.68	30,000	50.03	11.70
Hextable	1,634.97	129,783	79.38	1,645.57	145,647	88.51	11.50
Horton Kirby & S Darenth	1,255.25	96,800	77.12	1,277.09	98,736	77.31	0.25
Kemsing	1,798.82	97,000	53.92	1,816.83	97,000	53.39	-0.98
Knockholt	616.16	35,285	57.27	619.96	35,990	58.05	1.36
Leigh	809.10	26,000	32.13	803.25	27,000	33.61	4.61
Otford	1,664.07	145,929	87.69	1,664.06	145,929	87.69	0.00
Penshurst	823.30	30,456	36.99	835.26	29,043	34.77	-6.00
Riverhead	1,218.41	50,995	41.85	1,232.06	51,567	41.85	0.00
Seal	1,165.48	66,470	57.03	1,193.50	68,800	57.65	1.09
Sevenoaks Town	9,055.46	803,102	88.69	9,225.61	973,618	105.53	18.99
Sevenoaks Weald	609.80	37,740	61.89	613.40	38,500	62.76	1.41
Shoreham	661.34	38,000	57.46	677.81	38,000	56.06	-2.44
Sundridge	910.48	60,742	66.71	921.84	61,950	67.20	0.73
Swanley	5,255.55	514,361	97.87	5,308.16	519,509	97.87	0.00
Westerham	1,952.44	182,600	93.52	1,957.48	187,175	95.62	2.25
West Kingsdown	2,272.88	91,000	40.04	2,304.19	94,100	40.84	2.00
Totals	48,209.05	3,565,144		48,895.68	3,817,602		
Average			73.95			78.08	5.58

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PARISHES ONLY

Part of the Council's area	Valuation Bands							
	A £	B £	C £	D £	E £	F £	G £	H £
Ash-cum-Ridley	25.07	29.25	33.43	37.61	45.97	54.33	62.68	75.22
Badgers Mount	27.68	32.29	36.91	41.52	50.75	59.97	69.20	83.04
Brasted	30.86	36.00	41.15	46.29	56.58	66.86	77.15	92.58
Chevening	31.40	36.63	41.87	47.10	57.57	68.03	78.50	94.20
Chiddingstone	33.94	39.60	45.25	50.91	62.22	73.54	84.85	101.82
Cowden	33.45	39.03	44.60	50.18	61.33	72.48	83.63	100.36
Crockenhill	68.99	80.49	91.99	103.49	126.49	149.49	172.48	206.98
Dunton Green	60.42	70.49	80.56	90.63	110.77	130.91	151.05	181.26
Edenbridge	88.99	103.83	118.66	133.49	163.15	192.82	222.48	266.98
Eynsford	51.61	60.22	68.82	77.42	94.62	111.83	129.03	154.84
Farningham	40.29	47.01	53.72	60.44	73.87	87.30	100.73	120.88
Fawkham	29.11	33.97	38.82	43.67	53.37	63.08	72.78	87.34
Halstead	36.87	43.01	49.16	55.30	67.59	79.88	92.17	110.60
Hartley	34.88	40.69	46.51	52.32	63.95	75.57	87.20	104.64
Hever	33.35	38.91	44.47	50.03	61.15	72.27	83.38	100.06
Hextable	59.01	68.84	78.68	88.51	108.18	127.85	147.52	177.02
Horton Kirby & S Darenth	51.54	60.13	68.72	77.31	94.49	111.67	128.85	154.62
Kemsing	35.59	41.53	47.46	53.39	65.25	77.12	88.98	106.78
Knockholt	38.70	45.15	51.60	58.05	70.95	83.85	96.75	116.10
Leigh	22.41	26.14	29.88	33.61	41.08	48.55	56.02	67.22
Otford	58.46	68.20	77.95	87.69	107.18	126.66	146.15	175.38
Penshurst	23.18	27.04	30.91	34.77	42.50	50.22	57.95	69.54
Riverhead	27.90	32.55	37.20	41.85	51.15	60.45	69.75	83.70
Seal	38.43	44.84	51.24	57.65	70.46	83.27	96.08	115.30
Sevenoaks Town	70.35	82.08	93.80	105.53	128.98	152.43	175.88	211.06
Sevenoaks Weald	41.84	48.81	55.79	62.76	76.71	90.65	104.60	125.52
Shoreham	37.37	43.60	49.83	56.06	68.52	80.98	93.43	112.12
Sundridge	44.80	52.27	59.73	67.20	82.13	97.07	112.00	134.40
Swanley	65.25	76.12	87.00	97.87	119.62	141.37	163.12	195.74
Westerham	63.75	74.37	85.00	95.62	116.87	138.12	159.37	191.24
West Kingsdown	27.23	31.76	36.30	40.84	49.92	58.99	68.07	81.68

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GRAND TOTAL

Part of the Council's area	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Ash-cum-Ridley	1,062.08	1,239.10	1,416.11	1,593.13	1,947.16	2,301.19	2,655.21	3,186.26
Badgers Mount	1,064.69	1,242.14	1,419.59	1,597.04	1,951.94	2,306.83	2,661.73	3,194.08
Brasted	1,067.87	1,245.85	1,423.83	1,601.81	1,957.77	2,313.72	2,669.68	3,203.62
Chevening	1,068.41	1,246.48	1,424.55	1,602.62	1,958.76	2,314.89	2,671.03	3,205.24
Chiddingstone	1,070.95	1,249.45	1,427.93	1,606.43	1,963.41	2,320.40	2,677.38	3,212.86
Cowden	1,070.46	1,248.88	1,427.28	1,605.70	1,962.52	2,319.34	2,676.16	3,211.40
Crockenhill	1,106.00	1,290.34	1,474.67	1,659.01	2,027.68	2,396.35	2,765.01	3,318.02
Dunton Green	1,097.43	1,280.34	1,463.24	1,646.15	2,011.96	2,377.77	2,743.58	3,292.30
Edenbridge	1,126.00	1,313.68	1,501.34	1,689.01	2,064.34	2,439.68	2,815.01	3,378.02
Eynsford	1,088.62	1,270.07	1,451.50	1,632.94	1,995.81	2,358.69	2,721.56	3,265.88
Farningham	1,077.30	1,256.86	1,436.40	1,615.96	1,975.06	2,334.16	2,693.26	3,231.92
Fawkham	1,066.12	1,243.82	1,421.50	1,599.19	1,954.56	2,309.94	2,665.31	3,198.38
Halstead	1,073.88	1,252.86	1,431.84	1,610.82	1,968.78	2,326.74	2,684.70	3,221.64
Hartley	1,071.89	1,250.54	1,429.19	1,607.84	1,965.14	2,322.43	2,679.73	3,215.68
Hever	1,070.36	1,248.76	1,427.15	1,605.55	1,962.34	2,319.13	2,675.91	3,211.10
Hextable	1,096.02	1,278.69	1,461.36	1,644.03	2,009.37	2,374.71	2,740.05	3,288.06
Horton Kirby & S Darenth	1,088.55	1,269.98	1,451.40	1,632.83	1,995.68	2,358.53	2,721.38	3,265.66
Kemsing	1,072.60	1,251.38	1,430.14	1,608.91	1,966.44	2,323.98	2,681.51	3,217.82
Knockholt	1,075.71	1,255.00	1,434.28	1,613.57	1,972.14	2,330.71	2,689.28	3,227.14
Leigh	1,059.42	1,235.99	1,412.56	1,589.13	1,942.27	2,295.41	2,648.55	3,178.26
Otford	1,095.47	1,278.05	1,460.63	1,643.21	2,008.37	2,373.52	2,738.68	3,286.42
Penshurst	1,060.19	1,236.89	1,413.59	1,590.29	1,943.69	2,297.08	2,650.48	3,180.58
Riverhead	1,064.91	1,242.40	1,419.88	1,597.37	1,952.34	2,307.31	2,662.28	3,194.74
Seal	1,075.44	1,254.69	1,433.92	1,613.17	1,971.65	2,330.13	2,688.61	3,226.34
Sevenoaks Town	1,107.36	1,291.93	1,476.48	1,661.05	2,030.17	2,399.29	2,768.41	3,322.10
Sevenoaks Weald	1,078.85	1,258.66	1,438.47	1,618.28	1,977.90	2,337.51	2,697.13	3,236.56
Shoreham	1,074.38	1,253.45	1,432.51	1,611.58	1,969.71	2,327.84	2,685.96	3,223.16
Sundridge	1,081.81	1,262.12	1,442.41	1,622.72	1,983.32	2,343.93	2,704.53	3,245.44
Swanley	1,102.26	1,285.97	1,469.68	1,653.39	2,020.81	2,388.23	2,755.65	3,306.78
Westerham	1,100.76	1,284.22	1,467.68	1,651.14	2,018.06	2,384.98	2,751.90	3,302.28
West Kingsdown	1,064.24	1,241.61	1,418.98	1,596.36	1,951.11	2,305.85	2,660.60	3,192.72
For Information:								
Kent County Council	755.70	881.65	1,007.60	1,133.55	1,385.45	1,637.35	1,889.25	2,267.10
Kent Police & Crime Commissioner	101.43	118.34	135.24	152.15	185.96	219.77	253.58	304.30
Kent Fire Authority	48.00	56.00	64.00	72.00	88.00	104.00	120.00	144.00
Sevenoaks District Council	131.88	153.86	175.84	197.82	241.78	285.74	329.70	395.64

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Item 6 (a) - Asset Maintenance - White Oak Leisure Centre, Swanley

The attached report was considered by the Cabinet on 21 April 2016 and the relevant minute extract was not available prior to publication of these papers.

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ASSET MAINTENANCE - WHITE OAK LEISURE CENTRE, SWANLEY

Council - 26 April 2016

Report of Chief Officer Environmental and Operational Services

Status: For decision

Also considered by: Finance Advisory Committee - 18 April 2016
Cabinet - 21 April 2016

Key Decision: Yes

Executive Summary: This report highlights maintenance works required to the White Oak Leisure Centre (WOLC), Swanley for continued, safe operation in the short to medium term.

This report supports the Key Aim of a safe and healthy environment.

Portfolio Holder Cllr. Searles

Contact Officer Kevin Tomsett Ext. 7368

Recommendation to Finance Advisory Committee:

It be recommended to Cabinet that:-

- (a) The works identified in the report, at an estimated cost of £90,000, be undertaken, and this expenditure be funded by a combination of asset maintenance budgets (£25,860) and by a supplementary estimate (£64,140).
- (b) That any underspend in the 2015/16 leisure asset maintenance budget be carried forward into 2016/17.
- (c) That authority be granted to the Finance Portfolio Holder to authorise any expenditure above the approved asset maintenance budget to secure the continued safe operation of the WOLC for the short to medium term.

Recommendation to Cabinet:

- (a) That the works identified in the report, at an estimated cost of £90,000, be undertaken and it be recommended to Council, that £64,140 of expenditure be funded by a supplementary estimate.
- (b) That any underspend in the 2015/16 leisure asset maintenance budget be carried forward into 2016/17.

-
- (c) That authority be granted to the Finance Portfolio Holder to authorise any expenditure above the approved asset maintenance budget to secure the continued safe operation of the WOLC for the short to medium term.

Recommendation to Council:

- (a) That works identified to be carried out at White Oak Leisure Centre, at an estimated cost of £64,140, be funded by a supplementary estimate.

Reason for recommendation: The maintenance works identified in the report are required to the White Oak Leisure Centre, Swanley, to ensure the continued, safe operation in the short to medium term.

Introduction and Background

- 1 White Oak Leisure Centre in Swanley was constructed in the mid 1960s. The flumes were added in the 1980s and the main reception and café areas were refurbished in 2000 at a cost of £3m.
- 2 The centre provides a 33 metre pool with diving pit, teaching pool, gym & exercise studio, 6 court sports hall, martial arts rooms, practice hall, 3 squash courts, soft play area, crèche, cafeteria and a 3-ride flume.
- 3 The centre is leased to Sencio Community Leisure for a period of 25 years from 2004 to 2029 with the District Council remaining responsible for maintaining the structure and main plant; all other maintenance and improvement is the responsibility of Sencio.
- 4 Members asked Officers to undertake a feasibility study for the replacement of the leisure centre on one of two sites, the Olympic site and the existing Whiteoak site. The feasibility study has commenced and is nearing completion. However, following the decision to commission a masterplan for Swanley, Officers were asked to pause the feasibility study in order to consider any further options that might become available. Work into the feasibility of the provision of a new facility will re-commence once this is complete.

Proposed Works

- 5 It is essential, in order to keep the Leisure Centre, particularly the pool, operational in the short to medium term, and until its future is determined, that the following works are undertaken with some urgency. Failure to undertake these works would require closure of parts or all of the pool operation. Certain works, namely the pool ceiling, have health and safety implications if not carried out. This work and the work to the flume housing and repair of roof leaks will be funded by approved asset maintenance budgets.
- 6 Closure of parts, or all of the pool would have income implications for Sencio Leisure.

Work element	Description	Potential impact and source of funding	Cost
Flume housing	Deterioration of cladding to flume tower led to the structure being scaffolded and inspected which identified severe rust to cladding and supporting structure. Leak identified to head of flumes.	Closure of flumes and flume pool (Asset maintenance)	£8,860
Diving boards	Steps and rails leading to diving boards have deteriorated over time due to use and corrosive environment	Closure of diving boards (Supplementary estimate)	£3,780
Leaks to roof	The roof covering to the entire centre is beyond design age and therefore regular repairs are required. Three leaks have appeared January -March 2016	Restricted use of some areas until water ingress is resolved (Asset maintenance)	£2,500
Pool ceiling	Ceiling finish consisting of slim line aluminium slats, corrosive atmosphere combined with highly complex access had led to a number of failures.	Potential for ceiling slats to fall into the pool (Asset maintenance)	£14,500
Main pool & flume pool filters	General maintenance schedule for filter medium replacement is 5-10 years. Current filters have been in operation for over 10 years. Filters require replacement, filter material (sand) and upgrade works to access hatches for Health & Safety. Internal cleaning and possible replacement of internal components required.	Closure of both main and flume pools (Supplementary estimate)	£45,656 to £60,158

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- 7 It is possible that, to ensure continued operation, further works are required, which, hopefully can be met from the approved 2016/17 asset maintenance budget for Leisure (£170,603) but if expenditure above this budget is required authority be granted to the Finance Portfolio Holder to authorise any necessary expenditure above the approved budget to secure the continued safe operation of the centre for the short to medium term. This possibility also extends to the other leisure facilities, operated by Sencio.
- 8 The 2015/16 asset maintenance budget for leisure centres is £167,145. Spend at mid March is £130,308. It is recommended that any underspend in this budget is carried forward into 2016/17 to provide additional funds to the 2016/17 asset maintenance budget to assist with further essential works if required.

Key Implications

Financial

The works currently identified are estimated at £90,000. The recommendation is that, in order to preserve the approved 2016/17 budget for WOLC routine asset maintenance, the cost relating to the pool filters and diving board repairs be met from a supplementary estimate. It is also recommended, to support any further essential maintenance expenditure, that any underspend in Leisure asset maintenance in 2015/16 be carried forward into 2016/17, and that if further essential maintenance is required, the Finance Portfolio Holder be authorised to approve expenditure above the 2016/17 approved asset maintenance budget.

Legal Implications and Risk Assessment Statement.

Under the terms of agreement with Sencio Leisure, the Council has responsibility for structural maintenance and replacement of plant and equipment.

Failure to undertake the works identified will result in closure, of all, or parts of the pool, for operational and health and safety reasons.

Any closure of all or part of the pool, would have income implications for Sencio Leisure.

Equality Assessment

The recommendations in the report have significant impact on end users, if not implemented.

Appendices None

Background Papers: None

Richard Wilson
Chief Officer Environmental and Operational Services

Item 7 (a) - Appointment of Monitoring Officer

The attached report was considered by the Governance Committee on 13 April 2016 and the relevant minute extract was not available prior to publication of these papers.

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APPOINTMENT OF MONITORING OFFICER

Council - 26 April 2016

Report of Chief Executive

Status: For Decision

Also considered by: Governance Committee - 13 April 2016

Key Decision: No

Portfolio Holder Cllr. Peter Fleming

Contact Officer Christine Nuttall Ext. 7245

Recommendation to Governance Committee: That it be recommended to Council that

- (a) in the absence of a Head of Legal & Democratic Services post holder, the Chief Officer Legal & Governance continue as Monitoring Officer until the end of May 2016 (or until such time as the Head of Legal & Democratic Services is in post, whichever is the sooner); and
- (b) in the absence of a Head of Legal & Democratic Services post holder after the end of May 2016, the Chief Officer Corporate Services be appointed interim Monitoring Officer, until such time the Head of Legal & Democratic Services is in post.

Recommendation to Council: That

- (a) in the absence of a Head of Legal & Democratic Services post holder, the Chief Officer Legal & Governance continue as Monitoring Officer until the end of May 2016 (or until such time as the Head of Legal & Democratic Services is in post, whichever is the sooner); and
- (b) in the absence of a Head of Legal & Democratic Services post holder after the end of May 2016, the Chief Officer Corporate Services be appointed interim Monitoring Officer, until such time the Head of Legal & Democratic Services is in post.

Reason for recommendation: To ensure compliance with relevant legislation.

Introduction and Background

- 1 On 3 November 2015, Full Council agreed to a management restructure as part of the Council's efforts to balance its 10 year budget.

Agenda Item 7a

- 2 As part of that restructure, it was agreed that the post of Chief Officer Legal & Governance (the current Monitoring Officer) be deleted from the end of May 2016 and the post holder of the Head of Legal & Democratic Services role be appointed as Monitoring Officer, effective from 1 April 2016.
- 3 The new Head of Legal & Democratic Services is yet to be in post, therefore the role of Monitoring Officer continues to reside with the current Chief Officer Legal & Governance. However this post will no longer exist after May 2016 and there is a possibility that there may not be a Head of Legal & Democratic Services in post at that time.

Statutory Officer

- 4 The Monitoring Officer has the specific duty to ensure that the Council, its officers and its elected Members maintain the highest standard of conduct in all they do. The legal basis for the post is found in section 5 of the Local Government & Housing Act 1989, as amended by schedule 5, paragraph 24 of the Local Government Act 2000.
- 5 The monitoring officer has three main roles:
 - to report on matters he or she believes are, or are likely to be, illegal or amount to maladministration;
 - to be responsible for matters relating to the conduct of councillors and officers; and
 - to be responsible for the operation of the council's constitution.
- 6 Although most authorities do in practice appoint their most senior lawyer to the Monitoring Officer role, there is no legal requirement for this officer to be legally qualified.

Proposal going forward

- 7 The resolution to appoint the post holder of the Head of Legal & Democratic Services as Monitoring Officer, effective from 1 April 2016, cannot be complied with in the absence of a post holder. The role has therefore remained with the Chief Officer Legal and Governance. However, this position will be deleted at the end of May 2016, and if there is still no Head of Legal & Democratic Services in post at that time the Council will need to put in place an interim solution as the Council must have a Monitoring Officer, this being one of the Statutory Officers of the Council.
- 8 Members are therefore being asked to agree to appoint the Chief Officer Corporate Services as an interim Monitoring Officer after May 2016 and until the Head of Legal & Democratic Services is in post.

Key Implications

Financial

No financial implications as a direct result of this report.

Legal Implications and Risk Assessment Statement.

Under Section 5 of the Local Government & Housing Act 1989, as amended by schedule 5, paragraph 24 of the Local Government Act 2000, the Council has a duty to appoint a Monitoring Officer. Neither the Head of Paid Service nor the Chief Finance Officer can hold the position of Monitoring Officer.

A Monitoring Officer is there to ensure that the functions and activities of the authority are conducted properly, lawfully and in the public interest. If decisions are not taken lawfully, they risk being judicially set aside.

Although most authorities do in practice appoint their most senior lawyer to the Monitoring Officer role, there is no legal requirement for this officer be legally qualified.

Equality Assessment

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.

Conclusion

Members are asked to consider making arrangements to ensure that there is no Monitoring Officer vacancy.

Background Papers: [Senior Manager Restructure Report \(Council 3 November & Cabinet 15 October 2015\)](#)

Dr Pav Ramewal
Chief Executive

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Cllr Fleming - Leader's report

Date: 25 January – 15 April 2016

FINAL

January 2016	Event	Comments
26 Jan	<ul style="list-style-type: none"> • DCN (District Councils Network) Assembly - London 	
28 Jan	<ul style="list-style-type: none"> • West Kent Leaders Devolution meeting at KCC 	
29 Jan	<ul style="list-style-type: none"> • SEEC (South East England Councils) Meeting - London 	
February 2016		
2 Feb	Planning Hearing – SDC	
4 Feb	<ul style="list-style-type: none"> • KEMP (Kent and Medway Economic Partnership) - Maidstone 	
5 Feb	<ul style="list-style-type: none"> • District Council Leaders • Michael Fallon MP - SDC 	
8 Feb	<ul style="list-style-type: none"> • Pav/Cabinet meeting - SDC 	
9 Feb	<ul style="list-style-type: none"> • Swanley Masterplan Consultation - Swanley 	
12 Feb	<ul style="list-style-type: none"> • Prevent Training - SDC 	
16 Feb	<ul style="list-style-type: none"> • DCN Member Board Meeting and DCN/CCN (County Councils Network) Summit – London 	
17 Feb	<ul style="list-style-type: none"> • Community Engagement Event – Bradbourne Car Park 	
24 Feb	<ul style="list-style-type: none"> • SHMA (Strategic Housing Market Assessment) Workshop 	
25 Feb	<ul style="list-style-type: none"> • Combined Member's Briefing (Tunbridge Wells and Sevenoaks) – Tunbridge Wells 	
26 Feb	<ul style="list-style-type: none"> • Meeting re Buckhurst 2 Car Park - SDC • Meeting with John Hine – re Fort Halstead 	
27 Feb	<ul style="list-style-type: none"> • District Health Brainstorming meeting –SDC 	
March 2015		
2 March	<ul style="list-style-type: none"> • LGA Leadership Board – London • Networking event at SDC 	
3 March	<ul style="list-style-type: none"> • LGA Councillors' Forum • LGA Executive 	
4 March	<ul style="list-style-type: none"> • Brainstorming for Economic Devolution • Tender opening 	
7 March	<ul style="list-style-type: none"> • Meeting with Mr Alan Pughsley and team from Kent Police 	
9 March	<ul style="list-style-type: none"> • Personalisation Workshop - JADU – new branding for SDC • Combined Members Briefing – Growth and Infrastructure Development in West Kent – at SDC 	
14 March	<ul style="list-style-type: none"> • Fly the Flag/WW1 Commemoration 	
15 March	<ul style="list-style-type: none"> • Digital Envoy meeting 	
16 March	<ul style="list-style-type: none"> • EEHT (Environment, Economy, Housing & Transport) Board meeting – London • DCLG Workshop – London 	

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	<ul style="list-style-type: none"> • LGC Awards – Grosvenor House 	
17 March	<ul style="list-style-type: none"> • Shortlisting for MJ Awards in June - London 	
	<ul style="list-style-type: none"> • West Kent Integration meeting – TMBC (Tonbridge & Malling Borough Council) 	
22 March	<ul style="list-style-type: none"> • Building the Walkable and Healthy City Symposium - London 	
23 March	<ul style="list-style-type: none"> • Swanley and Hextable Masterplan meeting - SDC 	
24 March	<ul style="list-style-type: none"> • Interviews – Head of Legal and Democratic Services • Meeting re MJ Awards - SDC 	
29 March	<ul style="list-style-type: none"> • Tender opening - SDC 	
31 March	<ul style="list-style-type: none"> • Sunday Assembly – London 	
April 2016		
1 April	<ul style="list-style-type: none"> • District Leaders 	
4 April	<ul style="list-style-type: none"> • Draft Loan Facility Meeting – SDC • Meeting with Mike Whiting – Swale Borough Council - SDC 	
5 April	<ul style="list-style-type: none"> • Work on MJ Awards presentation 	
6 April	<ul style="list-style-type: none"> • Work on MJ Awards presentation • LGA Leadership Board meeting - London 	
11 April	<ul style="list-style-type: none"> • Meeting with U & I London • KEMP (Kent and Medway Economic Partnership) meeting – Maidstone • Sevenoaks Town Council Planning - meeting 	
12 April	<ul style="list-style-type: none"> • Presentation re MJ Awards – London (Innovation in Finance) • Police and Crime Panel meeting - Maidstone 	
13 April	<ul style="list-style-type: none"> • Kent Council Leaders Meeting – Maidstone • Sevenoaks Town Forum 	
14 April	<ul style="list-style-type: none"> • Preparation for second MJ Awards (Commercialism) • Westerham Sea Cadets unit presentation - Westerham 	

AUDIT COMMITTEE ANNUAL REPORT 2015/16

Council - 26 April 2016

Report of Cllr Grint, Chairman of the Audit Committee

Status: For Consideration

Introduction and Background

- 1 This is my report to the Council on the work of the Audit Committee during the year 2015/16.
- 2 The Audit Committee is responsible for discharging the functions conferred by the Accounts and Audit Regulations 2011. The Committee met four times during the year. The key responsibilities include approving the Council's Annual Statement of Accounts, approving the Annual Governance Statement, approving the Annual Internal Audit Plan and monitoring and reviewing the work of Internal Audit, and reviewing the arrangements for the management of business risks.
- 3 In line with its Terms of Reference, the Audit Committee has met regularly during the course of the year. As Chair of the Committee, I have held regular briefings with Officers. Details of the range of issues considered by the Committee over the course of the year are set out below:

Internal Audit

- | | |
|----------------|--|
| June 2015 | <ul style="list-style-type: none">• The role of Internal Audit• Internal Review of Effectiveness of Internal Audit• External Review of Internal Audit• Internal Audit Annual Report 2014/15 |
| September 2015 | <ul style="list-style-type: none">• Internal Audit 2015/16 - 1st Progress Report• Internal Audit Recommendations Outstanding |
| January 2016 | <ul style="list-style-type: none">• Internal Audit 2015/16 - 2nd Progress Report• Internal Audit Recommendations Outstanding• Internal Audit Charter |
| March 2016 | <ul style="list-style-type: none">• Internal Audit 2015/16 - 3rd Progress Report• Internal Audit Recommendations Outstanding• Internal Audit Plan 2016/17 |

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- Internal Audit Strategy
- External Review of Internal Audit - Update
- Review of the Effectiveness of the Audit Committee

Governance, Risk & Anti-Fraud

- | | |
|----------------|---|
| June 2015 | <ul style="list-style-type: none">• Anti-Fraud Team Annual Report 2014/15• Annual Governance Statement 2014/15 |
| September 2015 | <ul style="list-style-type: none">• Risk Management Training• Draft Strategic Risk Register• Members' Allowance Scheme - Monitoring |
| January 2016 | <ul style="list-style-type: none">• Anti-Fraud Team Update |

Accounts and External Audit

- | | |
|----------------|--|
| June 2015 | <ul style="list-style-type: none">• External Audit - Annual Audit Plan and Update• Statement of Accounts 2014/15 - Member Working Group |
| September 2015 | <ul style="list-style-type: none">• Statement of Accounts 2014/15 |
| January 2016 | <ul style="list-style-type: none">• External Audit - Housing Benefit Subsidy 2014/15• External Audit - Annual Audit Letter 2014/15• Statement of Accounts 2015/16 - Preparation Update |
| March 2016 | <ul style="list-style-type: none">• External Auditor Relationship and Future Appointments |

- 4 At the June meeting an Overview of the Audit Committee was also provided to give new members of the Committee a greater understanding of the purpose and terms of reference of the Committee.
- 5 In addition to the core work of the Committee, a Member Working Group was also set up in June 2015 to review the draft Statement of Accounts. Its findings were reported back to the full Audit Committee at its meeting in September. The external auditors commented favourably on Members' involvement in the Annual Accounts process.
- 6 Training of Audit Committee Members is important to ensure that they can add value to the discussions at the Committee and Members are asked for their views on training requirements. Members received training on Risk Management during the course of the year.

- 7 The Audit Committee maintains a constructive dialogue and effective working relationship with the Council's external auditors, Grant Thornton. The audit partner and audit manager from Grant Thornton have attended 3 of the 4 Audit Committee meetings during the year.
- 8 The External Review of Internal Audit carried out by PwC in early 2015 made several recommendations to improve overall effectiveness. The Audit Committee has been kept abreast of the actions taken by the Council in regard to the PwC recommendations, and is happy that the recommendations are being satisfactorily addressed, including in particular strengthening the composition of the Internal Audit team through new appointments.
- 9 It is my opinion that the work of the Committee has had a positive impact on the overall control environment within the Council, with recommendations made and adopted which led to amendments to the draft statement of accounts and enhancements to the Internal Audit Plan. The Committee has developed good working relationships with Officers and External Audit, and has offered constructive comments on a range of issues. The Committee continues to develop and improve its understanding of the many technical issues presented to it.
- 10 I should like to thank all members of the Audit Committee for their personal contribution to the work of the Committee over the past year. I should also like to thank Officers, in particular Adrian Rowbotham and Bami Cole, for the help and support they have given the Committee throughout the year.

Cllr John Grint
Chairman, Audit Committee

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Scrutiny Committee Annual Report to Council - 2015/16

Throughout the course of 2015/16, the Scrutiny Committee has drawn up and followed a work plan which has focussed on some key areas. These are:

- Inviting two Cabinet Portfolio Holders to each meeting of the Scrutiny Committee to discuss particular areas of focus/challenge.
- Inviting a number of external representatives to attend Scrutiny Committee to discuss particular areas of concern.
- Setting up In-Depth Scrutiny working groups as task and finish groups to investigate particular areas in detail, reporting back to the Committee so that recommendations can be agreed and reported to Cabinet.
- Performance of services in relation to agreed performance indicators.

As per the constitution:

- *“The Scrutiny Committee will comprise a permanent Chairman and Vice Chairman, and 9 other elected Members that follow the political proportionality of the Council. No Members of the Committee may be members of the Cabinet, their deputies or members of any of the Cabinet Advisory Committees.”*

Based on the above approach, the following is a summary of work carried out during 2015/16 by the Scrutiny Committee.

Portfolio Holders

Portfolio Holders were asked to provide an update on recent work and future challenges to the relevant meeting, and were subsequently asked a number of questions by Members of the Committee regarding specific challenges and their approach and views. Portfolio holders attended as follows:

Scrutiny Committee	Portfolio Holder	Area of Committee Focus
July 2015	Cllr Peter Fleming Policy and Performance	Future funding and the move to self-sufficiency
November 2015	Cllr Tony Searles Finance	Property Investment Strategy 2016/17 draft budget
November 2015	Cllr Peter Fleming Policy and Performance	Future funding and the move to self-sufficiency
February 2016	Cllr Robert Piper Planning	Affordable housing, call for sites, Swanley and Hextable Masterplan
February 2016	Cllr Anna Firth Legal and Democratic Services	Individual Electoral Registration, Council Trading Company, Alcohol Licensing
May 2016	Cllr Matthew Dickins Direct and Trading Services	TBC

Agenda Item 11b

May 2016	Cllr Michelle Lowe Housing and Health	TBC
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External Invitees

July 2015 - County Councillor Margaret Crabtree, Deputy Cabinet Member for Education and Health Reform and Ian Watts, KCC Area Education Officer for the Sevenoaks District.

Mrs. Crabtree gave a presentation on apprenticeships and the commissioning of school places. With regard to apprenticeships she emphasised that they were an excellent way for young people to earn while they learnt and would increase their opportunities while improving their pay levels. Mrs Crabtree also spoke to the Committee regarding the provision of school places throughout the District and highlighted the County Council's approach in a number of different areas.

Members of the Committee then asked a number of questions relating to areas including:

- Future primary provision in the Halstead area
- Costs of pupils leaving the District to attend Grammar schools elsewhere
- Future school provision in other areas of the District, including Swanley
- Apprenticeships and funding to support them

November 2015 - Chief Inspector Roscoe Walford, Sevenoaks District Commander of Kent Police

Chief Inspector Walford was in attendance to answer questions about crime and disorder in the Sevenoaks District. Chief Inspector Walford explained that 12 to 16 crimes were reported in the District each day, while 183 active crimes were open. Kent Police were in the top 8 forces in the country for crime reduction and while Kent experienced 61 crimes per 1,000 people, Sevenoaks District experienced only 45 crimes per 1,000 people. The largest form of crime was domestic violence, which had seen a small increase in the last year. The next largest crime was shoplifting, which occurred most at the ASDA supermarket in Swanley. Thirdly was criminal damage which, together with anti-social behaviour, had experienced declines. Kent Police would encourage further preventative measures through winter, particularly in securing allotments and garages. However he said that the District was a very safe place to be.

Members of the Committee then asked a number of questions relating to areas including:

- Opening hours of District Police stations
- Road traffic incidents and measures being taken to improve safety
- The effectiveness of the 101 telephone service
- Visibility of policing in the District
- Staffing levels and consistency in approach

May 2016 - A representative from Kent County Council to discuss Commercial and Traded Services.

In-Depth Scrutiny Working Groups

At it's July 2015 meeting, the Scrutiny Committee reconstituted an In-Depth Scrutiny Working Group to look the Leisure area.

Remit - To benchmark with other authorities and leisure providers the value for money provided by Sencio in the provision of leisure services through the leisure trust. To analyse the amount of subsidy per use of the Council's centres paid by the Council to Sencio - if possible in comparison with other providers as well as over time. To assess customer satisfaction with the service provided.

Outcomes - To report back to Scrutiny Committee in May 2016

Lessons Learned

As the above report indicates this has been another busy year in which, with a largely new committee membership, the art of scrutinising has proved productive in holding Cabinet and key external stakeholders to account. As ever the art of being a critical friend can be problematic and ensuring a stable membership is key to success and will hopefully bear fruit during the coming years.

Councillor James London

Chairman - Scrutiny Committee

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