

## DIRECT & TRADING ADVISORY COMMITTEE

Minutes of the meeting held on 2 November 2017 commencing at 7.00 pm

Present: Cllr. Dickins (Chairman)

Cllr. Mrs. Bayley (Vice Chairman)

Cllrs. Esler, Maskell, McGregor, Parson, Pett, Raikes and Thornton

Apologies for absence were received from Cllrs. Barnes, Mrs. Bosley and Kelly.

Cllr. Eyre was also present.

### 10. Minutes

Resolved: that the Minutes of the meeting of the Committee held on 11 July 2017 be approved and signed by the Chairman as a correct record.

### 11. Declarations of Interest

There were no additional declarations of interest.

### 12. Actions from Previous Meeting

The action was noted.

### 13. Referrals from Cabinet or the Audit committee

There were none.

## CHANGE IN ORDER OF AGENDA ITEMS

The Chairman advised he would give his Portfolio Holder update before the Work Plan.

### 14. Budget 2018/19: Service Dashboards and Service Change Impact Assessments (SCIAS)

The Chief Finance Officer presented the report which set out updates to the 2018/19 budget within the existing framework of the 10-year budget and savings plan.

Informed by the latest information from Government and discussions with Cabinet, it was proposed that the Council continued to set a revenue budget which assumed no funding from Government through the Revenue Support Grant or New Homes

## Direct & Trading Advisory Committee - 2 November 2017

Bonus. This would result in the Council continuing to be financially self-sufficient as set out in its Corporate Plan.

To achieve this aim and to ensure a balanced budget position over the next 10-year period, whilst also increasing the Council's ability to be sustainable beyond that time, a savings requirement of £100,000 per annum was included. Other pressures may come out later in the budget process, such as when the Government publishes its Autumn Budget on 22 November or when the Local Government Finance Settlement is announced in December. There may therefore be a requirement for further savings. Officers would continue to monitor these pressures and report the latest position to Cabinet in December.

No new growth and savings items had been proposed in the report for services applicable to this Advisory Committee. Members were given the opportunity to discuss and put forward any growth and savings suggestions.

The Chairman had identified a growth item of £47,000 for the vehicle replacement fund for the commercial vehicle fleet. The current budget which is made up of contributions determined by the original price of the vehicle requires topping up to keep in line with inflation for the replacement of vehicles at the end of their life. Other considerations had been taken into account but as Chairman and Portfolio Holder he was confident this was the best approach.

It was noted that opportunities for income generation were continually looked at.

### Public Sector Equality Duty

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

Resolved: That Cabinet be advised that

- a) no growth and savings proposals had been identified in Appendix D to the report, applicable to this Advisory Committee had been noted; and
- b) a growth item of £47,000 for the vehicle replacement fund had been identified and was recommended to Cabinet.

### 15. Christmas Parking 2017

Members considered the report which requested that the Committee consider free concessionary parking on select dates leading up to Christmas 2017.

Members raised concerns with operational factors of the free parking in 2016 and felt that enforcement would help with this.

### Public Sector Equality Duty

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

Resolved: That it be recommended to Cabinet that

## Direct & Trading Advisory Committee - 2 November 2017

- a) free parking be provided for two weekends leading up to Christmas, on Saturdays and Sundays, 9 & 10 and 16 & 17 December 2017 subject to
  - i) enforcement measures
  - ii) communication and signage being clear
  - iii) further discussions being held with the Town Council and Sevenoaks Town Partnership; and
- b) subject to recommendation (a) above, it be recommended to Council that the cost in terms of lost income for free Christmas parking be funded from a supplementary estimate.

### 16. Annual Review of Parking Charges 2018 - 19

The Parking Manager presented the annual review of parking charges for 2018/19. It proposed for consultation a simpler tariff in the Council's car parks and a reduction in the hours during which fees were payable. Members' attention was drawn to two typographical errors in Appendix B to the report - contrary to that written, the current charging period in Bligh's already included Sundays, and it was intended that the proposed simplification also apply in Buckhurst 2 on weekdays.

Members discussed the proposals.

#### Public Sector Equality Duty

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

Resolved: That it be recommended to Cabinet to approve the revised car park management proposals for 2018-19 as set out in the report, for consultation subject to further communication.

### 17. Update from Portfolio Holder

The Portfolio Holder for Direct & Trading Services, and Chairman, advised that the Recycling & Commercial Manager, Charles Nouhan was returning to the United States of America, the Committee joined him in showing their appreciation and best wishes to him.

He also reported that:

- Residents would experience no reduction in the number of refuse collections over the Christmas/New Year period with Monday 25<sup>th</sup> Dec collection taking place the preceding Saturday and all other collections running a day later. All relevant information will be accessible on the council's website and other communication methods would be used;

## Direct & Trading Advisory Committee - 2 November 2017

(Members expressed their appreciation with regard to the Christmas collection)

- there had been recent prosecution successes relating to illegal bonfires at Oak View Stud Farm, Horton Kirby and in relation to food safety offences at UK Chicken Doner and Poultry Ltd, Swanley;
- planning consent had been given to the Buckhurst 2 car park development with season ticket holders about to be contacted with regards to the temporary parking arrangements during construction; and
- there were currently four fly tipping case with the legal department.

### 18. Work Plan

The work plan was noted. It was agreed to bring next year's Christmas parking report forward to the summer meeting.

THE MEETING WAS CONCLUDED AT 8.41 PM

CHAIRMAN