

CABINET

Minutes of the meeting held on 12 July 2018 commencing at 7.00 pm

Present: Cllr. Fleming (Chairman)

Cllr. Lowe (Vice Chairman)

Cllrs. Dickins, Piper and Scholey

Apologies for absence were received from Cllrs. Firth and Hogarth

Cllrs. Canet, Eyre, Gaywood, Hunter, Layland, Maskell and McGregor were also present.

10. Minutes

Resolved: That the minutes of the meeting of Cabinet held on 7 June 2018 be approved and signed as a correct record.

11. Declarations of interest

There were no additional declarations of interest.

12. Questions from Members

There were no questions from Members.

13. Matters referred from Council, Audit Committee, Scrutiny Committee, CIL Spending Board or Cabinet Advisory Committees

There were none.

14. Council Tax Reduction Scheme 2019/20

The Chief Finance Officer presented a report which updated Members on the proposed Council Tax Reduction (CTR) Scheme for 2019/2020, starting on 1 April 2019, and advised that the existing means tested CTR scheme, which was completely reactive to any change, would not be viable once Universal Credit Full Service (UCFS) had been rolled out fully within the district. Therefore the report sought approval to consult on a new, more efficient scheme from April 2019.

Resolved: That

- a) the work undertaken to date and the recommendation that a redesign to the current Council Tax Reduction (CTR) scheme is required to address the issues Universal Credit Full Service causes, upon which we should consult, be noted;

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b) for the 2019/20 Council Tax Reduction (CTR) scheme, starting on 1 April 2019, a consultation be launched on the potential introduction of a fundamental redesign to the current CTR scheme for working age claimants as follows -

(i) The current means-tested scheme be replaced by a simple income grid model (Option 1);

Discount Level		Single (Income range per week)	Couple (Income range per week)	Family +1 Child (Income range per week)	Family +2 (or more) Children (Income range per week)
1 (includes passported legacy benefits)	80%	£0 - £74.99	£0 -£114.99	£0 -£164.99	£0 -£214.99
2	60%	£75.00 - £124.99	£115.00 - £164.99	£165.00 - £214.99	£215.00 - £264.99
3	40%	£125.00 - £174.99	£165.00 - £214.99	£215.00 - £264.99	£265.00 - £314.99
4	20%	£175.00 - £224.99	£215.00 - £264.99	£265.00 - £314.99	£315.00 - £364.99

The levels in each grid be determined based on:

- Overall expenditure of scheme
- Ensuring maximum number of applicants are protected; and
- Ensuring that any losses to individual applicants are minimised;

The highest level of discount be set at the current maximum level of liability (80%) and that all applicants that are in receipt of a 'passported benefit' such as Income Support, Jobseeker's Allowance (Income Based) and Employment and Support Allowance (Income Related) receive maximum discount;

The levels for all other bands be determined during the modelling process;

The scheme allow for variation in household size with the levels of income per band increasing where an applicant has a partner, and/or dependants;

(ii) the number of children used in the calculation of support be limited to two for all working age applicants, bringing the scheme in line with Universal Credit (Option 2);

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- (iii) Where an applicant has non-dependants living with them, no deduction be made from any entitlement. This is a significant change and means that the administration of the scheme will be more straightforward whilst also protecting low income families where adult sons and daughters, for example, remain at home; (Option 3)
- (iv) the Second Adult Rebate (Option 4) be removed;
- (v) to encourage work, the existing earnings disregards be replaced by a standard £25 per week disregard across all applicant types. This will take the place of the standard disregards and additional earnings disregards. Where a family also receives a child care disregard (for child care costs not paid for by Central Government schemes), the income levels in the 'grid scheme' are set at a higher rate; (Option 5)
- (vi) disability benefits such as Disability Living Allowance, Personal Independence Allowance continue to be disregarded and total disregard on war pensions and war disablement pensions continue. In addition, Carer's Allowance (Option 6) also be disregarded, again providing additional protection with the scheme;
- (vii) Where an applicant is disabled, they have a disabled child or receive the Support Component of the Employment and Support Allowance, the amount they receive as a premium under the existing scheme be replaced by an equivalent income disregard (Option 7)
- (viii) Simplifying the capital rules and reducing the capital limit from the current £16,000 to £6,000. Any capital below this level will not have any effect on the applicant's entitlement to CTR. (Option 8);
- (ix) the conditions that prevent certain students from claiming Council Tax Reduction (Option 9) be removed;
- (x) extended payment provision (Option 10) be removed;
- (xi) the CTR claiming process for all applicants who receive Universal Credit (Option 11) be changed;
- (xii) all changes be made in circumstances which change any entitlement to Council Tax Reduction on a daily basis rather than the current (benefit based) weekly basis (Option 12);

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(xiii) where a request is made to backdate entitlement, the requirement that the applicant must prove 'good cause' be replaced by a general discretion provision. (Option 13);

(xiv) the scheme have a minimum award of £1.00 per week (Option 14);

c) the Equalities Impact Assessment (EQIA) at Appendix A be noted; and

d) the proposed arrangements for the consultation, be endorsed.

15. Second tranche of Local List

The Chairman of the Planning Advisory Committee presented the report which actioned policy EN4 of the Allocations and Development Management Plan (ADMP) by creating a Sevenoaks District Local List Supplementary Planning Document (SPD). The report followed governmental planning policy set out in The National Planning Policy Framework (NPPF) by recommending limited Article 4 Directions for "the wellbeing of the area" (NPPF, para. 200). An Article 4 Direction brought specified works under planning control, thereby supporting para 135 of the NPPF, "The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application."

In supporting the adoption of the second tranche it would see the completion of the Local List project with all the wards of Sevenoaks having been considered. It had been a great example of the working partnership between a local amenity group and the District Council. The Local List would meet SDC ADMP para. 2.24 and the application of the specific Article 4 Directions would have a positive impact on the management of Sevenoaks' heritage assets.

The Planning Advisory Committee had considered the same report and had agreed to recommend it to Cabinet with the recommended addition that local ward councillors be consulted prior to the Portfolio Holder exercising any delegated authority.

Public Sector Equality Duty

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

Resolved: That

a) the second tranche of the Local List, be adopted;

b) the consideration of the focused use of Article 4 Directions be agreed, to remove limited permitted development rights which would result in planning permission being required for

i) demolition of Locally Listed Buildings outside a conservation area

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- ii) alteration (including removal) of locally listed boundaries and railings, inside and outside a conservation area.
- c) the communication of the proposed Article 4 Direction if necessary, be agreed; and
- d) delegated authority be granted to the Portfolio Holder for Planning to consider and approve further additions to the Local List in line with the criteria in the SPD after consultation with the local ward members.

16. Draft Local Plan

The Portfolio Holder for Planning presented the report which provided a summary of the draft Local Plan, which would be issued for public consultation in the summer. It covered the main elements of the housing, employment, retail and gypsy and traveller strategies, together with an update on the potential housing figure and further information on the potential 'Exceptional Circumstances' sites. It was noted that 'exceptional circumstances' had not yet been tested. It also provided an update on the recent member briefings, where Officers had outlined the sites that would be included in the consultation and the proposed public and stakeholder consultation strategy which would run for 8 weeks from Monday 16 July 2018 (which tied in with the publication of 'InShape') to Monday 10 September 2018 (extended by two weeks to take into account the school summer holidays). Consultation events would also be held.

The Portfolio Holder for Finance spoke in relation to Land South and East of Four Elms Road, Edenbridge, in relation to his support for physically disabled access to the down line at Edenbridge Town Station. The Portfolio Holder for Planning indicated his support for new infrastructure in the District.

The Planning Policy Team Leader read out a statement received from NHS Property Services and NHS West Kent Clinical Commissioning Group (CCG) which will be included in the consultation document: 'There is no plan to dispose of Sevenoaks Hospital or use the site for housing at this time. In partnership with NHS West Kent CCG, site owners NHS Property Services responded to Sevenoaks District Council's Local Plan consultation to say that if any part of the site were no longer needed for healthcare, then it should be considered for alternative use, including housing. NHS Property Services only disposes of a site once the organisations that plan and pay for local healthcare (clinical commissioning groups and NHS England) declare it surplus to the needs of the NHS. Sevenoaks Hospital has not been declared surplus to NHS requirements.'

It was noted that the Planning Advisory Committee had considered the same report and had agreed to recommend it to Cabinet. The Chairman of the Planning Advisory Committee spoke on this item.

Public Sector Equality Duty

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

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Resolved: That the Draft Local Plan 2015 - 2035 document be agreed for public consultation and the Local Plan timetable (LDS) be agreed.

17. Christmas Parking 2018

The Portfolio Holder for Direct & Trading presented the report requests that the Committee considers free concessionary parking on select dates at Christmas 2018.

The Direct & Trading Advisory Committee had considered the same report and had agreed to recommend it to Cabinet.

Public Sector Equality Duty

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

Resolved: That

- a) free parking be provided for two weekends leading up to Christmas, as below; and

Location	Date
Sevenoaks	Saturday and Sunday 8 and 9 December 2018
	Saturday and Sunday 15 and 16 December 2018
Westerham	Saturday 8 December 2018 (Sundays free)
	Saturday 15 December 2018 (Sundays free)

- b) the Blighs Car Park maximum stay be reduced from four hours to three on the Saturdays and Sundays covered by free Christmas parking in December 2018; and
- c) subject to recommendation (a) above, it be recommended to Council that the cost in terms of loss of income for free Christmas parking be met from Supplementary Estimates.

THE MEETING WAS CONCLUDED AT 7.39 PM

CHAIRMAN

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IMPLEMENTATION OF DECISIONS

This notice was published on 13 July 2018. The decisions contained in Minutes 16 and 17 (part) take immediate effect with part of the decision in Minute 17 being a recommendation to Council. The decisions contained in Minutes 14 and 15 take effect on 23 July 2018.