

## **CABINET**

### Minutes of the meeting held on 21 April 2016 commencing at 7.00 pm

Present: Cllr. Fleming (Chairman)

Cllr Lowe (Vice Chairman)

Cllrs. Dickins, Firth, Hogarth, Piper and Searles

Cllrs. Abraham, Clark, Maskell, Parkin and Scholey were also present.

The Chairman extended his congratulations on behalf of all present, to Her Majesty Elizabeth the Second, by the Grace of God, of the United Kingdom of Great Britain and Northern Ireland, and of Her other Realms and Territories, Queen, Head of the Commonwealth, Defender of the Faith, on the occasion of her 90<sup>th</sup> birthday.

#### 82. Minutes

Resolved: That the minutes of the meeting of Cabinet held on 3 March 2016 be approved and signed as a correct record.

#### 83. Declarations of interest

There were no additional declarations of interest.

#### 84. Questions from Members

There were none.

#### 85. Matters referred from Council, Audit Committee, Scrutiny Committee or Cabinet Advisory Committees

There were none.

#### CHANGE IN AGENDA ITEM ORDER

With the agreement of Cabinet, the Chairman brought forward consideration of agenda item 8 (Minute 86).

#### 86. Kent Environment Strategy - A Strategy for Environment, Economy and Health

The Chairman welcomed Carolyn McKenzie, Head of Sustainable Business and Communities at Kent County Council (KCC), who presented the report which requested adoption of the refreshed Kent Environment Strategy (KES).

The previous Kent Environment Strategy ran from 2011 to 2015 and delivered multiple partnership projects and outcomes, which were detailed through the Kent Environment Strategy monitoring and Climate Local Kent reports on the KCC website. In light of the strategy coming to an end and with significant changes in Central Government, both at

## Cabinet - 21 April 2016

Ministerial and policy level, a refresh has been undertaken with partners and had been subject to public consultation from 27 July to 25 September 2015, and subsequently updated to reflect feedback. The final draft of the strategy had been endorsed, for adoption, at the Kent Leaders Meeting on 24 November 2015, adopted by Kent County Council on 25 January 2016 and was now seeking adoption at District Council level.

It was intended that the Strategy would be reviewed annually, and the next stage of the process would be action plans.

In response to a question, the Chief Officer Environmental & Operational Services advised that the target of a reduction in waste going to landfill of 10% by 2020 was challenging but he was confident it could be met with KCCs new disposal contracts.

The Head of Sustainable Business and Communities KCC, reported that the intention was to fully integrate the strategy with other key strategies. With reference to a question on air quality targets, she advised whilst ambitious advances technology would help.

She thanked the Chief Officer Environmental & Operational Services, the Housing Policy Manager and Energy Conservation & Initiatives Officer for all their help and support.

### Public Sector Equality Duty

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

Resolved: That the Kent Environment Strategy – a strategy for environment, health and economy, be adopted.

### 87. Response to decisions made by Cabinet in response to petition relating to New Ash Green Village Centre, submitted to Full Council

The Head of Health and Housing presented a report which summarised the progress made in accordance with the decisions reached by Cabinet at its meeting on 17 September for the Council's future involvement in matters relating to New Ash Green Village Centre. A meeting was taking place with the landowner and the Regeneration Adviser in May, and a newsletter would be issued to residents once there was more to report.

The Portfolio Holder Economic and Community Development commented that the report was a good example of new ideas within a limited scope of powers.

The Chairman used his discretion and allowed Cllr Clark, local ward Councillor, to [address](#) the Cabinet. He thanked Officers for their work but was concerned that much of the work carried out was not visible and therefore the public's perception was that nothing was being done. He noted and was pleased that there was to be a newsletter and hoped this would be published within the next month or two. He highlighted particular areas of concern.

The Chairman commented that unfortunately the District Council was not a lead agency and was already doing all it could, but agreed that there needed to be communication.

## Cabinet - 21 April 2016

Resolved: That the Council's progress in response to issues raised by the petition, be noted.

### 88. Sevenoaks District Community Plan 2016-19

The Chief Officer Communities & Business presented a report which sought approval of the final draft of Community Plan for the period 2016-19. The document and its supporting Action Plan had been developed following comprehensive consultation with Members, residents, town and parish councils, a wide range of voluntary and community organisations and partner agencies.

The results of the public consultation were appended and had been taken into consideration in the final draft. The action plan and associated success measures were the result of discussion with partner agencies about realistic delivery of the aspirations in the Community Plan.

It was requested that population figures be revisited to ensure correlation with other documents; that time by train to London specify from where and the timing checked; and noted Cllr Clayton was not a Sevenoaks District Councillor.

### 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 Council that, subject to the amendments discussed, the final draft Community Plan and strategic level action plan for the period 2016-19, be approved.

### 89. Future operation of Wildernesse Sports Centre

The Chief Officer Communities & Business presented a report which asked Members to consider the surrender of the Council's legal interests at the Wildernesse Sports Centre site, due to the considerable practical and financial implications arising as a result of the substantial works proposed as part of the new Grammar School development by Kent County Council and the complexity of the future multiple use of the site.

She reported that with reference to the third recommendation within the report, legal advice had been received that Sevenoaks District Council does not have powers to 'ensure' the all weather pitch at Wildernesse remained available for community use. KCC had given an assurance that they would use their best endeavours to keep it available to the community, and that in the future there was every intention that it would remain available for community use. She advised that Sencio would like to vacate by 3 June 2016.

The Portfolio Holder for Housing & Health advised that she was in support of the proposals due to the considerable practical and financial implications. Members were concerned that there was no firmer assurance that the pitch would remain available for community use, especially as there was no other usable full size all weather pitch within the district and despite the financial pressure were inclined not to agree. Members

## **Cabinet - 21 April 2016**

therefore discussed appropriate wording for the third recommendation, and sought assurance that the community group users would be advised accordingly.

### Public Sector Equality Duty

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

The Chairman moved and it was

Resolved: That

- a) the Council's legal interests at the Wildernesse Sports Centre site be surrendered;
- b) Officers be granted delegated powers to agree Heads of Terms for the surrender of leases/agreements at Wildernesse Sports Centre with Kent County Council and Sencio Community Leisure; and
- c) this be taken forward with Kent County Council on the proviso that KCC either maintains, or makes provision for, community use of the all weather pitch at Wildernesse.

### 90. Sevenoaks First

Members considered a report on a proposal to produce an inward investment magazine for the Sevenoaks District. Agreement was sought to proceed with a publication date of October/November 2016 and a launch event before the Christmas.

The production of the investment magazine would help raise the profile of the district to outside developers and investors, show that the district was open for business and explain the business opportunities for developing and living in the district.

The Portfolio Holder for Economic & Community Development commented that the idea had been well received when mentioned at the last meeting, and had been assured the Council would retain editorial control.

### Public Sector Equality Duty

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

Resolved: That the production of an inward investment magazine for Sevenoaks District, be endorsed and a growth item put forward for future years of £4,950.

## **Cabinet - 21 April 2016**

### 91. Residents Survey 2015

The Portfolio Holder for Policy & Performance advised that the Policy & Performance Advisory Committee had considered the same report, received a [presentation](#), and had agreed to recommend it to Cabinet.

The Communications Manager presented the report which set out the results of the 2015 Residents' Survey carried out from 24 October to 2 November 2015 by an independent research company on behalf of the Council. The purpose of the survey was to evaluate the level of satisfaction with the Council and its services, the effectiveness of the Council's communications activities and to establish where local people obtain information about the Council. The data was collected by way of a telephone survey of 201 Sevenoaks District residents, who collectively formed a broadly representative sample of the District population.

#### Public Sector Equality Duty

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

Resolved: That the results of the 2015 Residents Survey, be noted.

### 92. Communications Strategy

The Head of Transformation & Strategy presented a report which asked Members to consider and comment on the current strategy and proposed work plan that would support officers to deliver the aims and objectives set out in the strategy.

The Chairman advised that the Policy & Performance Advisory Committee had considered the same report and had agreed to recommend it to Cabinet.

There was some discussion concerning population data used. It was suggested that the census data should be used for all reports and if not, the report should clearly state this and explain why.

Members requested that conferences and seminars be listed under forms of communications and that the last two paragraphs of 'Reaching our audience' be reworded to reflect that Economic Development & Property team were the main drivers behind the 'work' rather than promise to support and develop the local economy. That the second paragraph under 'Communications at Sevenoaks District Council' to be amended to read 'and will not suggest content for personal media releases' and 'orally' replaced with 'personally' in the penultimate paragraph.

#### Public Sector Equality Duty

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

## Cabinet - 21 April 2016

Resolved: That, subject to minor amendments, the Communications Strategy be adopted.

### 93. Community Safety Strategy & Action Plan 2016-17

The Community Safety Manager presented a report which sought approval for the 2016-17 Community Safety Strategy and [Action Plan](#). The plan responded to the community safety priorities identified in the most recent Strategic Assessment.

The Portfolio Holder for Economic & Community Development advised that the Economic & Community Development Advisory Committee had considered the same report and had agreed to recommend it to Cabinet. He commented that it was an excellent document that he would like to see communicated alongside the Community Plan.

Members made a small number of minor amendments/corrections which were noted by the Community Safety Manager.

#### Public Sector Equality Duty

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

Resolved: That the Community Safety Strategy & Action Plan for 2016-17, subject to minor amendments, be approved.

### 94. Proposal for joint CCTV control room

The Portfolio Holder for Direct & Trading Services presented the report which updated Members on the investigations into the feasibility of merging CCTV control rooms to establish a West Kent Hub based at Sevenoaks, providing annual cost savings, increasing resilience of the existing CCTV and out of hours service, and allowing a return to 24/7 manned monitoring. He advised that the Direct & Trading Advisory Committee had considered and debated the same report and the options and had agreed to recommend it to Cabinet.

The Chief Officer Environmental & Operational Services reported that updated figures for Option D, advising that the potential savings were less than those quoted in the report at £18,000 for SDC, £21,000 for Tonbridge & Malling Borough Council (T&MBC) and £10,000 for Tunbridge Wells Borough Council (TWBC). However it was likely that this could be even less if the monitoring arrangements were exposed to competitive tendering.

#### Public Sector Equality Duty

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

Resolved: That

## **Cabinet - 21 April 2016**

- a) in principle, a joint agreement be entered into with TWBC and T&MBC to establish a West Kent CCTV hub, based at the Sevenoaks offices;
- b) the preferred monitoring arrangements be Option A as set out within the report  

‘24 hour CCTV coverage and out of hours service for all 3 Councils. This model includes a dedicated Supervisor and 12 operators. This provides, mainly for three operators to be on duty, but at certain less busy times this will be reduced to 2 operators. Estimated Cost: £104,933 per Council; and
- c) a one-off Capital budget of £37,300 be approved, representing 50% of the cost of enlarging the existing Sevenoaks CCTV control room.

### 95. Equality Policy Statement and Objectives 2016 - 2020

The Portfolio Holder for Legal & Democratic Services presented the report setting out the Council's equality policy statement and objectives for 2016-2020 which had been considered by the Legal & Democratic Services Advisory Committee who 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, subject to minor amendments being made to page 4 of the document, the Equality Policy Statement and Objectives for 2016-2020 be adopted.

### 96. Proposal to extend Licensing Partnership

Members considered a report which set out the proposal to extend the current Licensing Partnership with the London Borough of Bexley as a fourth and equal partner alongside Maidstone Borough Council, Sevenoaks District Council and Tunbridge Wells Borough Council.

The Portfolio Holder for Legal & Democratic Services presented the report advising that the Legal & Democratic Services Advisory Committee had considered the same report and had agreed to recommend it to Cabinet.

Members queried whether this was the first time a partnership had taken place between a District Council and a London Borough. Officers agreed to look into it and publicise if it were the case.

#### Public Sector Equality Duty

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

## Cabinet - 21 April 2016

Resolved: That the London Borough of Bexley's Licensing Team functions joining the Licensing Partnership as a fourth and equal partner, be approved.

### 97. Asset maintenance - White Oak Leisure Centre, Swanley

The Portfolio Holder for Finance presented the report which highlighted maintenance works required to the White Oak Leisure Centre, Swanley for continued, safe operation in the short to medium term. He further advised that the Finance Advisory Committee had considered the same report and agreed to recommend it to Cabinet.

The Chief Officer Environmental & Operational Services advised that the works would be carried out at the same time. In the interim, daily safety inspections were taking place.

#### Public Sector Equality Duty

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

Resolved: 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) any underspend in the 2015/16 leisure asset maintenance budget be carried forward into 2016/17;
- c) 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 White Oak Leisure Centre for the short to medium term; and
- d) recommended to Council that the works identified to be carried out at White Oak Leisure Centre, at an estimated cost of £64,140 be funded by a supplementary estimate.

### 98. Financial Results to the end of February 2016

The Head of Finance presented a report on the Council's financial results 2015/16 to the end of February 2016, which showed an overall favourable variance of £185,000. The end of year position forecast was to be £144,000 better than budget, which was just under 1 % of the net budget for the year. Property Investment Strategy income was to be transferred to the Budget Stabilisation Reserve.

The Finance Advisory Committee had considered the same report and had agreed to recommend it to Cabinet with no further comment.

Resolved: That the report be noted.

## **Cabinet - 21 April 2016**

### 99. Provisional Outturn 2015/6 and carry forward requests

The Portfolio Holder for Finance presented the report which had also been considered by the Finance Advisory Committee who had agreed to recommend it to Cabinet.

The Head of Finance advised that the Council's forecast outturn for 2015/16 was a favourable variance of £144,000 and requested that six specific unspent revenue budgets and one capital budget be carried forward to 2016/17. Additional monies received through retained business rates, beyond that budgeted were to be transferred to reserves for the funding of identified corporate projects and a further provision made for the additional levy relating to Municipal Mutual Insurance Ltd.

#### Public Sector Equality Duty

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

Resolved: That

- a) the Revenue 'carry forward' requests totalling £138,652 plus the unspent budget allowed for Asset Maintenance for Leisure buildings as set out in paragraph 7 of the report be approved;
- b) the Capital carry forward request totalling £117,000 as set out in paragraph 8 of the report be approved;
- c) the amount of business rates retained in excess of the budgeted sum for 2016/17 be transferred to a reserve to enable previously identified corporate projects to proceed; and
- d) a sum of £32,000 be set aside to provide for an additional levy in respect of Municipal Mutual.

THE MEETING WAS CONCLUDED AT 8.58 PM

CHAIRMAN

#### IMPLEMENTATION OF DECISIONS

This notice was published on 25 April 2016. The decisions contained in Minutes 86, 87, 89, 90, 91, 92, 94, 95, 96, 98 and 99 take effect immediately. The decisions contained in Minutes 93 and 97 take effect on 4 May 2016. Decisions contained in Minutes 88 and 97 would be considered at Council on 26 April 2016.

