

COUNCIL

24 JANUARY 2013

LEADER'S REPORT

Rodney Chambers, Leader of the Council, will give a report on key developments since the last ordinary Council meeting on 18 October 2012.

He will include:

- Rochester regeneration
- Schools and education
- Eastgate House
- Wheelchair Rugby League World Cup
- Decisions made by the Cabinet on 30 October 2012, 27 November 2012, 18 December 2012 and 15 January 2013.

Record of Cabinet decisions

Tuesday, 30 October 2012

3.00pm to 4.35pm

Date of publication: 1 November 2012

**Subject to call-in these decisions will be effective from 9 November 2012
The record of decisions are subject to approval at the next meeting of the Cabinet**

Present:

Councillor Rodney Chambers, OBE	Leader
Councillor Alan Jarrett	Deputy Leader and Portfolio Holder for Finance
Councillor David Brake	Portfolio Holder for Adult Services
Councillor Jane Chitty	Portfolio Holder for Strategic Development and Economic Growth
Councillor Howard Doe	Portfolio Holder for Housing and Community Services
Councillor Phil Filmer	Portfolio Holder for Front Line Services
Councillor Tom Mason	Portfolio Holder for Corporate Services
Councillor Mike O'Brien	Portfolio Holder for Community Safety and Customer Contact
Councillor Les Wicks	Portfolio Holder for Children's Services
Councillor David Wildey	Portfolio Holder for Children's Social Care

In Attendance:

- Robin Cooper, Director of Regeneration, Community and Culture
- Neil Davies, Chief Executive
- Mick Hayward, Chief Finance Officer
- Richard Hicks, Assistant Director, Customer First, Leisure, Culture, Democracy and Governance
- Perry Holmes, Monitoring Officer
- Julie Keith, Head of Democratic Services
- Anthony Law, Democratic Services Officer
- Barbara Peacock, Director of Children and Adults Services

Apologies for absence

There were none.

Record of decisions

The record of the meeting held on 2 October 2012 was agreed and signed by the Leader as correct.

Declarations of disclosable pecuniary interests

There were none.

Review of the Guide to Developer Contributions

Background:

This report sought approval and adoption of a revised Guide to Developer Contributions, attached at Appendix 1 to the report, as a Supplementary Planning Document.

The existing guide, adopted in April 2008, set out the levels of Section 106 contributions that a developer should provide when intending to build 10 dwellings or more. Contributions were to address the impact of development, such as funding for school places to meet the needs of residents of the new development. Members were advised that since the guide was adopted much of the information had changed and some sections in the 2012 draft guide had been significantly revised, with new sections on affordable housing, waste and recycling. The draft therefore reflected current requirements.

The Cabinet had agreed on 17 April 2012 to a consultation exercise on a revised draft guide. The report gave details of the consultation exercise undertaken between May and June 2012 and a schedule of responses was attached at Appendix 2 to the report.

In relation to the options available to the Cabinet, it was reported that if the revised guide was not adopted developers would not have current information available to them and would not understand current requirements.

The Regeneration, Community and Culture Overview and Scrutiny Committee had considered the draft guide on 4 October 2012 and the report set out details of its comments and recommendation.

A screening assessment for a Diversity Impact Assessment had been completed and was attached at Appendix 3 to the report. It was noted that the screening process had shown that a full assessment was not required.

**Decision
number:**

Decision:

172/2012

The Cabinet agreed to adopt the revised Guide to Developer Contributions as a Supplementary Planning Document, to supercede the current 2008 version.

Reasons:

The revised Guide to Developer Contributions will ensure that this process is up to date and reflects current requirements.

Annual Review of the Risk Management Strategy and 6 Monthly Review of the Corporate Business Risk Register

Background:

This report provided details of the annual review of the Council's Risk Management Strategy and six monthly review of the Council's Corporate Business Risk Register.

Members were advised that the Strategic Risk Management Group was not recommending any changes to the Risk Management Strategy. However, following review by 'risk owners' a number of proposed amendments to the Corporate Risk Register were set out in the report.

It was noted that the Business Support Overview and Scrutiny Committee had considered this report on 25 September 2012 and its comments were set out in paragraph 5 of the report. It was noted that the Committee had recommended that consideration of reducing the risk rating for SR21 Procurement be delayed for six months, to enable the new Category Management Team to become established and embed the new procurement processes across the council.

Decision number:* *Decision:

173/2012 The Cabinet:

- (a) noted the comments and recommendation of the Business Support Overview and Scrutiny Committee, as set out in paragraph 5.1 of the report;**
- (b) approved the Risk Management Strategy, as set out in Appendix A to the report;**
- (c) approved the amendments to the Council's Risk Register as detailed in section 3 of the report.**

Reasons:

The establishment of a corporate framework for risk management is recommended by CIPFA and SOLACE and will complement and support the work already being carried out within each directorate to manage risks.

A New Funding Formula for Mainstream Schools and Academies

Background:

This report set out details of a new funding formula for mainstream schools and academies.

It was noted that the government had placed a duty on local authorities to formulate a new funding formula. The formula had to adhere to the government's regulations

Cabinet, 30 October 2012

and would take effect from April 2013. The deadline for notifying the Department for Education of the agreed funding formula was 31 October 2012.

Proposals for the new funding formula had been prepared with assistance from a working group of Medway head teachers, governors and school business managers. Where elements of the current formula were no longer permissible, the group considered which factors should be used in future and this was shown in Appendix 1 (primary schools) and Appendix 2 (secondary schools) to the report. The potential impact of the new formula had been assessed and the results were shown in Appendix 3 to the report.

Members were advised that the new regulations allowed little flexibility but where options were available these were considered in the report, together with the responses from schools, who had been consulted between 18 September and 2 October. Options related to:

- How to reflect pupil deprivation in the new funding formula
- The method of funding special educational needs (SEN) in primary schools
- The provision of a lump sum to ensure small schools remain viable
- funding for transitional protection
- Proposals for defining the elements that contribute to each schools notional SEN budget
- The 'de-delegation' of funds for High Needs SEN
- Proposals for the primary/secondary funding ratio.

The Schools Forum had considered the proposals on 9 October 2012 and its recommendations were set out in the report.

A Diversity Impact Assessment screening had been undertaken on the proposals and was attached at Appendix 4 to the report. It had been found it was not necessary to undertake a full impact assessment.

Decision number:

Decision:

174/2012

The Cabinet instructed officers to implement a new funding formula for schools and academies as follows:

- To calculate the pupil deprivation element of the funding formula for primary schools using a 50/50 combination of entitlement to free schools meals and Income Deprivation Affecting Children Index (IDACI) data;**
- To calculate the pupil deprivation element of the funding formula for secondary schools using IDACI data only;**
- To calculate the funding for low cost, high incidence Special Educational Needs (SEN) in primary schools using the number of children not reaching 73 points**

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in their Early Years Foundation Stage Profiles;

- (d) To set the lump sum element of the funding formula at £108,430;**
- (e) To cap the gains from the new funding formula at 1.5% per pupil;**
- (f) To calculate the 'Notional SEN Budget' based on 50% of the funds allocated for pupil deprivation and 100% of the funds allocated for low cost, high incidence SEN;**
- (g) To de-delegate funds for high needs SEN from the SEN element of the funding formula;**
- (h) To ensure that the current primary/secondary funding ratio is maintained.**

Reasons:

The local authority is required to implement a new funding formula from 2013/14 in accordance with the regulations and to inform the Education Funding Agency of the new formula by 31 October 2012.

Revenue Budget Monitoring 2012/2013

Background:

This report gave details of the forecast outturn for the 2012/2013 financial year based on actual income and expenditure to September 2012 (the end of the second quarter).

It was noted that on 23 February 2012 the Council had set a General Fund net budget requirement of £180.998 million for 2012/2013, with Council Tax frozen at 2010/2011 levels.

This was the second quarterly report and it indicated, after management action, the outturn forecast for 2012/2013 stood at a potential overspend of £961,000, which compared to an equivalent forecast of £5 million this time last year and an improvement of £5,000 on quarter one.

Directorate management teams would continue to focus attention on identifying action to contain expenditure within the overall budgets.

The Cabinet accepted this report as urgent to enable it to receive and consider the first quarter budget monitoring information at the earliest opportunity.

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**Decision
number:**

Decision:

175/2012

The Cabinet noted the result of the second round of revenue monitoring for 2012/2013 and instructed Directors to come forward with further proposals for management action to reduce the potential deficit.

Reasons:

Cabinet has the responsibility to ensure effective budgetary control to contain expenditure within the approved limits set by Council. Where a budget overspend is forecast, Cabinet supported by the corporate management team must identify measures to remove any excess expenditure.

Capital Budget Monitoring 2012/2013

Background:

This report gave details of the capital monitoring position for the period to September 2012 (the end of the second quarter), with a forecast outturn for 2012/2013.

The approved capital programme for 2012/2013 and future years was £105.6 million, consisting of £83 million in respect of brought forward schemes and £22.6 million of new approvals.

The report commented on the delivery of the capital programme and updated Members on a number of issues. The current forecast showed that £76.045 million of the programme was forecast for spend during 2012/2013.

The Cabinet accepted this report as urgent to enable it to receive and consider the first quarter budget monitoring information at the earliest opportunity.

**Decision
number:**

Decision:

The Cabinet noted:

(a) the spending forecasts summarised at Tables 1 and Appendix 1 of the report;

(b) budget virements and additions as detailed in paragraphs 4.2.1, 4.2.2 and 4.3.1 of the report.

Reasons:

Cabinet has the responsibility to ensure effective budgetary control to contain expenditure within the approved limits set by Council.

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2012/2013 Council Plan Monitoring - Quarter 2

Background:

This report presented details of the Council's performance for the second quarter of 2012/2013. It included performance against indicators and actions agreed in the Council Plan 2012/2013.

Appendix 1 to the report summarised the status of each Key Measure of Success and Appendix 2 set out detailed performance tables. Members discussed the contents of these appendices. This included specific consideration of the following:

- NI 117 – 16 to 18 year olds who are not in education, employment or training
- those indicators relating to public confidence and feelings of safety
- indicators relating to domestic abuse
- NI 195c – improved street and environmental cleanliness: Graffiti
- ASC 8 – carers receiving needs assessment or review and a specific carer's service, or advice and information.

The Cabinet accepted this report as urgent to enable it to receive and consider the latest performance information at the earliest opportunity.

Decision number:

176/2012 **The Cabinet noted the second quarter performance against the Key Measures of Success used to monitor progress against the Council Plan 2012/13 and agreed that Members continue to work with officers to identify any remedial action when required to build on current achievements.**

Reasons:

Regular monitoring of performance by management and Members is best practice and ensures achievement of corporate objectives.

Road Maintenance Funding

Background:

This referral report from the Regeneration, Community and Culture Overview and Scrutiny Committee on 4 October 2012 related to future road maintenance funding.

The report set out the background to highways resurfacing and included information on national indicators, existing and future financial investment in the highway network, the work of statutory undertakers and utility reinstatement inspections.

The report noted that Members had been advised that an additional investment of £1.275 million per annum would be required to stop further decline in the road network and a briefing note, requested by the Committee, was attached to the report

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that provided further information as to the monitoring and inspection of utility works in Medway.

The report set out the issues discussed by the Overview and Scrutiny Committee, which had referred the report to Cabinet for consideration as part of the budget setting process for 2013/2014.

Decision number: ***Decision:***

177/2012 **The Cabinet noted the report and agreed to give consideration to an additional investment of £1.275 million per annum through the budget setting process for 2013/2014.**

Reasons:

To enable the Cabinet to look at the issue of future quality of road maintenance and the funding required in detail.

International Relations Cabinet Advisory Group - Terms of Reference

Background:

This report sought approval to revised terms of reference for the International Relations Cabinet Advisory Group.

It was noted that the Cabinet had established the International Relations Cabinet Advisory Group in June 2012 and the group had recently considered its role and existing terms of reference. It was now proposed that the group focused on economic development and international inward investment and former responsibilities for 'twinning and ceremonial activities' and 'student exchanges' be passed to the Mayor's Office and officers within the Children and Adults directorate respectively.

Proposed Terms of Reference for the new International Economic Development Cabinet Advisory Group were attached at Appendix 2 to the report.

Decision number: ***Decision:***

178/2012 **The Cabinet agreed that this Cabinet Advisory Group (the new International Economic Development Cabinet Advisory Group) focus in future solely on international economic development and inward investment.**

179/2012 **The Cabinet agreed that the terms of reference of this Cabinet Advisory Group be amended as set out in Appendix 2 to the report, replacing the previous terms of reference (Appendix 1 of the report).**

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- 180/2012** The Cabinet agreed that responsibility for all ceremonial activities and visits to the Council in association with Japan and Valenciennes move to the Mayor's office with immediate effect.
- 181/2012** The Cabinet agreed that responsibility for student exchanges moves to the Children and Adults Directorate with immediate effect.
- 182/2012** The Cabinet agreed that the Japan sub-group and all other sub-groups be informed that their status as a sub group no longer applied.
- 183/2012** The Cabinet agreed that the name of the Cabinet Advisory Group be changed to International Economic Development Cabinet Advisory Group.

Reasons:

To focus the Council's efforts and commitment on international economic development will enable the Council to identify and to follow up on international inward investment opportunities.

Recruitment Freeze

Background:

This report presented information on a vacancy that officers had requested approval to commence recruitment for, following the process agreed by Cabinet on 7 January 2003 (decision number 9/2003).

Appendix 1 to the report provided details of the post.

Decision number: Decision:

- 184/2012** The Cabinet agreed to unfreeze the following post, as detailed in Appendix 1 to the report, to enable officers to commence the recruitment process:

Children and Adults

- a) Support Service Assistant.

Reasons:

The post presented to Cabinet will support the efficient running of the Council.

Options for a Facilities Management Solution for Medway Council

Background:

This report set out details of a category management approach to facilities management.

It was noted that facilities management had been identified as one of the four areas to pilot the category management approach. As part of the Council introducing this new approach to procurement, categories of spend within the council were reviewed, rather than contracted spend in separate services and teams.

The report set out details, including the advantages and disadvantages, of two total facilities management options: undertaking an OJEU procurement for a total facilities management solution or establishing a Public to Public joint venture. It was noted that the preferred option was a Public to Public partnership joint venture and the report sought permission to commit the Council to formal discussions in relation to finalising a business case for the preferred option of a joint venture.

Decision number:

Decision:

- | | |
|-----------------|--|
| 185/2012 | The Cabinet agreed to due diligence discussions taking place over the next three months with Norse Commercial Services Limited. |
| 186/2012 | The Cabinet agreed that an update report about progress, with details about potential savings and the phasing of services, be presented to Cabinet in February 2013 for a final decision. |
| 187/2012 | The Cabinet agreed that at the same time preparations for an OJEU procurement are progressed in case the due diligence discussions break down (decision 184/2012 refers). |

Reasons:

This arrangement will enable the Council to better manage the spend on activities related to facilities management, ensure the quality of services and works that are delivered and better safeguard the authority on statutory, regulatory and reputational issues.

Gateway 4 Contract Management Report: Tree Maintenance Contract

Background:

This report reviewed the progress of the tree maintenance contract, currently awarded to City Suburban Limited. This was based upon the procurement process undertaken during 2010 - 2011, which had led to an award of contract on 29 March 2011.

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This contract covered safety related work, dealing with dead trees or branches, obstructions to roads, other tree hazards and an emergency response service. The contract also facilitated the completion of tree work to deal with legitimate customer requests for service and complaints. It was noted that some works, such as the twice yearly pruning of trees to remove low branches and the provision of an emergency response service, were undertaken on a planned basis and some following works orders placed by the Authorised Officer.

It was reported that the contractor had fulfilled their requirements in accordance with the service specification and associated contract terms and conditions.

It was noted that this Procurement Gateway 4 report had been approved for submission to Cabinet after review and discussion at a Regeneration, Community and Culture Directorate Management Team meeting on 30 July 2012 and Procurement Board on 5 September 2012.

An exempt appendix contained key information in respect of finance and whole-life costings.

Decision number: ***Decision:***

188/2012 **The Cabinet approved the continuation of the current contract with the continuation of annual Gateway 5 reporting for the remainder of the contract term.**

Reasons:

The decision is made on the basis of there being no adverse observations regarding this contract and the contractor is performing to a standard equal or better than set out in the contract specification.

.....
Leader of the Council

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Date

Wayne Hemingway/Anthony Law, Democratic Services Officers

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Record of Cabinet decisions

Tuesday, 27 November 2012

3.00pm to 4.55pm

Date of publication: 28 November 2012

**Subject to call-in these decisions will be effective from 6 December 2012
The record of decisions are subject to approval at the next meeting of the Cabinet**

Present:	Councillor Rodney Chambers, OBE	Leader
	Councillor Alan Jarrett	Deputy Leader and Portfolio Holder for Finance
	Councillor David Brake	Portfolio Holder for Adult Services
	Councillor Jane Chitty	Portfolio Holder for Strategic Development and Economic Growth
	Councillor Howard Doe	Portfolio Holder for Housing and Community Services
	Councillor Phil Filmer	Portfolio Holder for Front Line Services
	Councillor Tom Mason	Portfolio Holder for Corporate Services
	Councillor Mike O'Brien	Portfolio Holder for Community Safety and Customer Contact
	Councillor Les Wicks	Portfolio Holder for Children's Services
	Councillor David Wildey	Portfolio Holder for Children's Social Care

In Attendance: Neil Davies, Chief Executive
Dr Alison Barnett, Director of Public Health
Mick Hayward, Chief Finance Officer
Wayne Hemingway, Democratic Services Officer
Richard Hicks, Assistant Director, Customer First, Leisure, Culture, Democracy
and Governance
Perry Holmes, Monitoring Officer
Julie Keith, Head of Democratic Services
Barbara Peacock, Director of Children and Adults Services

Apologies for absence

There were none.

Record of decisions

The record of the meeting held on 30 October 2012 was agreed and signed by the Leader as correct.

Declarations of disclosable pecuniary interests

There were none.

Localising Support for Council Tax

Background:

This report detailed the outcome of the consultation for the delivery of a local Council Tax Support scheme and sought Members' approval to draw up a scheme, which would then be presented to Cabinet on 18 December 2012 for consideration and referral to Council.

It was noted that as part of the Spending Review 2010 the Government made a policy commitment to localise support for council tax by 2013/14 accompanied by a declared intention to reduce expenditure by 10%. The implications of the Welfare Reform Act 2012 and Local Government Finance Act 2012 were set out in the report, which included the requirement for the Council to establish a scheme for the financial year beginning 1 April 2013.

The Cabinet had agreed on the contents of consultation on 4 September 2012. Consultation had then taken place from 10 September 2012 to 4 November 2012 on both the preferred scheme (attached at Appendix A to the report) and other additional options that had been identified and considered as part of the process of developing a scheme (attached at Appendix B to the report). It was reported that in total 557 survey questionnaires were completed either by phone, on paper or the web and a further 92 letters from individuals and 2 from organisations responding to the survey were received.

The report summarised the outcome of the consultation process, with further details provided within the appendices to the report.

The report also gave details of the announcement by the Department for Communities and Local Government on 18 October 2012 that an additional £100m would be made available for one year to support local authorities in developing council tax support schemes. Details of qualifications for this grant was given and it was noted that acceptance of the transitional grant and a cap on the benefit reduction of 8.5% would cost the Council a net £1.4 million.

It was also reported that a full Diversity Impact Assessment would be completed and submitted with the proposed scheme to Cabinet on 18 December.

Decision number:

Decision:

189/2012

The Cabinet agreed to instruct officers to draw up a local council tax support scheme based upon the preferred scheme, which was subject to consultation, and report this

back to Cabinet on 18 December 2012.

Reasons:

The majority of respondents to the consultation were in agreement with the principles of the scheme.

The scheme balances the need for supporting those currently in receipt of council tax benefit and the ability of the Council to fund the scheme within the current budgetary constraints.

Capital and Revenue Budget 2013/2014

Background:

This report presented the Council's draft revenue budget for 2013/2014. In accordance with the Constitution, Cabinet was required to develop initial budget proposals approximately three months before finalising the budget and setting council tax levels at the end of February 2013.

The draft budget was based on the principles contained in the Medium Term Financial Plan 2013/2016 approved by Cabinet in October 2012 and reflected the formula grant assumptions for 2013/2014 announced as part of the consultation on the Resource Review this year.

It was reported that the initial budget proposals showed a current forecast budget gap of £11.950 million, which was significantly greater than predicted in the Medium Term Financial Plan. The report set out details of the recent funding announcements; this included the £2 million lost revenue from Council Tax associated with the 'freeze' announcement, the additional £2 million lost in delivering additional resources for 2 year olds through the Dedicated Schools Grant and the £7 million top-slice of formula grant for Local Authority Central Spend Equivalent Grant (LACSEG).

It was noted that the Council would not know the definitive position in regard to Government support until the final settlement in January 2013, although the provisional settlement due in late December would provide greater certainty.

Budget proposals incorporating pressures were set out within the report and accompanying appendices. In relation to the capital budget proposals for 2013/2014 it was noted that, at this stage, it had been assumed that future investment would be restricted to the existing approved Capital Programme, supplemented by the Council's expectations in relation to Government grant.

The report also set out details of the main factors and assumptions that would form the basis of the 2013/2014 Housing Revenue Account budget.

It was noted that Diversity Impact Assessments would be undertaken and reported to Members as part of the budget and service planning process as the impact of the financial settlement on Council services became clearer.

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The Cabinet accepted this report as urgent to facilitate the budget consultation process in accordance with the timescales in the Constitution.

**Decision
number:**

Decision:

- 190/2012** **The Cabinet instructed officers to continue to lobby ministers and Government for a more equitable share of resources for Medway.**
- 191/2012** **The Cabinet agreed that officers work with Portfolio Holders to come up with solutions to bridge the funding gap.**
- 192/2012** **That Cabinet agreed to forward the provisional draft budget to Overview and Scrutiny as work in progress inviting them to offer comments on the proposals outlined.**

Reasons:

It is the responsibility of Cabinet to develop draft budget proposals for consideration by overview and scrutiny committees. These draft proposals are the first stage of the budget consultation process leading to further discussion by Cabinet on 12 February 2013 and formal council tax setting on 21 February 2013.

Protecting Health: The Annual Public Health Report of the Director of Public Health 2011/12

Background:

This report presented the Annual Public Health Report of the Director of Public Health for 2011/12.

This year's report focused on health protection, the branch of public health concerned with protecting the public from communicable diseases and other environmental threats. The first section covered communicable diseases including childhood infections, sexually transmitted infections and human immunodeficiency virus (HIV) infection. The second dealt with the prevention of communicable disease through immunisation. The final section covered environmental threats to health, which had the potential to worsen health inequalities such as poor air quality, noise and poor housing.

The report included recommendations to Medway Council and its partners within the new public health system:

- To improve immunisation rates particularly for Measles, Mumps and Rubella (MMR) and seasonal flu,
- To promote uptake of chlamydia screening in sexually active 15-24 year olds,

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- That Medway Council in developing its vision and strategy for public health considers how it can ensure that public health benefits are realised across the breadth of the Council's responsibilities.

It was noted that from April 2013 Medway Council would have new responsibilities for ensuring that plans were in place to protect the health of the population.

It was noted that the Health and Adult Social Care Overview and Scrutiny Committee had considered the report on 9 October 2012 and details of the Committee's comments were set out in section 3 of the report.

Decision number: **Decision:**

193/2012 The Cabinet noted the comments of the Health and Adult Social Care Overview and Scrutiny Committee, noted the Annual Public Health Report and instructed the Director of Public Health to work with Council officers on developing a process to ensure that public health benefits are realised across the Council's responsibilities.

Reasons:

This year's Annual Public Health Report focuses on health protection and the Cabinet acknowledged its role in considering how the Council, with partners, can work within the new public health system.

Development of a Joint Health and Wellbeing Strategy for Medway

Background:

This report outlined the development of the Medway Joint Health and Wellbeing Strategy in line with the requirements of the Health and Social Care Act 2012.

The Joint Health and Wellbeing Strategy aimed to improve the health and wellbeing of the population in Medway and was directly informed by the enhanced Joint Strategic Needs Assessment (JSNA) 2012. The strategy incorporated five strategic themes:

1. Give every child a good start
2. Enable our older population to live independently and well
3. Prevent early death and increase years of healthy life
4. Improve physical and mental health and wellbeing
5. Reduce health inequalities

The report explained that consultation on themes and the development of priority actions to deliver on these themes was carried out. This included an online consultation and a stakeholder event. The outcome was reviewed by the Shadow Health and Wellbeing Board on 31 July 2012 and strategic themes confirmed. A list

Cabinet, 27 November 2012

of priority actions drawn from the JSNA and the consultation process were considered and scored under each theme using appropriate criteria. One priority action was agreed under each theme as a focus for action for 2013/14.

It was noted that the Shadow Health and Wellbeing Board on 11 September 2012 and Health and Adult Social Care Overview and Scrutiny Committee on 9 October 2012 had considered the Strategy. Their comments were set out in the report.

Members were advised that the monitoring and outcomes framework was being further developed and officers were working on developing robust delivery plans for the identified priority actions. An all Member Briefing on the new public health role of the Council had also been arranged and meetings were being held to ensure the themes identified in the Joint Health and Wellbeing Strategy were reflected in all the Council's work.

A Diversity Impact Assessment screening form was attached as Appendix 6 to the strategy. It was noted that this had it found it was not necessary to undertake a full impact assessment.

Decision number: **Decision:**

194/2012 **The Cabinet noted the comments of the Health and Adult Social Care Overview and Scrutiny Committee and approved the Joint Health and Wellbeing Strategy for Medway.**

Reasons:

The strategy sets out the health and wellbeing issues for the community based on evidence from the Medway Joint Strategic Needs Assessment, what can be done to address them and what outcomes are intended to be achieved. The decision also discharges the statutory duty through the Health and Wellbeing Board to prepare and adopt a Health and Wellbeing Strategy.

Update on Domestic Abuse

Background:

This report updated Members on work undertaken since January 2012 in making improvements to domestic abuse services within Medway and on the way forward for this service.

It was noted that reducing domestic abuse and minimising its impact on families and children was a priority for Medway's Community Safety Partnership and Medway Safeguarding Children's Board (part of the Children's Trust arrangements). There was also a multi-agency commitment to the Kent and Medway Domestic Abuse Strategy 2010 – 2013.

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Cabinet had considered a report on 29 November 2011 containing an action plan for taking forward areas that were highlighted by the domestic advice review as being of high priority. This action plan had been reviewed and refined, with progress being tracked through the subgroup, which is accountable to the Community Safety Partnership. A copy of the updated plan was attached as Appendix One.

Decision number:

Decision:

195/2012

The Cabinet noted the contents of the report and agreed that progress is reported to Cabinet every 12 months.

Reasons:

To ensure that domestic abuse and the consequent issues it raises are given a clear focus within Medway and that the Cabinet can be assured that progress is being made.

Disposal of 139A Palmerston Road, Chatham

Background:

This report set out a proposal to declare 139A Palmerston Road, Chatham surplus, so that it could be disposed of for best consideration.

It was noted that the Council owned the freehold of the site, as shown on the plan attached to the report. The Lodge had been occupied until recently by a service tenant who was accommodated at the Lodge for the betterment of duties carried out at the cemetery. Now that the tenant had vacated the Lodge, it had become surplus to Council requirements as the duties undertaken at the cemetery were no longer required.

It was reported that the property could either be retained or sold. If sold a capital receipt would be obtained, which the Council could use towards funding service priorities/reducing debt and the disposal would also hopefully result in further investment in the Medway area. If the property was retained it was likely to remain empty, as the cost of bringing the property up to a standard so that it could be let as a council house was considered to be prohibitive when compared to the rental income.

Decision number:

Decision:

196/2012

The Cabinet agreed that the site of the lodge/office at 139a Palmerston Road Chatham, (as shown approximately edged black on the plan attached to the report) be declared surplus and the Assistant Director of Legal and Corporate Services, in consultation with the Portfolio Holder for Finance, be given delegated authority to dispose of it at

best consideration.

Reasons:

To reduce revenue costs, realise a capital receipt and gain investment in the Medway area.

Proposed Chatham Regeneration Board

Background:

This report proposed to re-establish a Chatham Regeneration Board to ensure the Council was in a position to effectively progress regeneration in Chatham.

It was noted that in 2011 the Cabinet had agreed to subsume the Chatham Board, together with the Medway Regeneration Advisory Group and Strood Regeneration Cabinet Advisory Group, into a new Medway Regeneration Community & Culture Advisory Group. Since then however circumstances had substantially changed; this included the recruitment of a Strategic Regeneration Project Manager, meetings with representatives from the agency who control the Pentagon Shopping Centre and various funding streams which have enabled a series of projects to be progressed.

In these changed circumstances it was recommended that a renewed Chatham Regeneration Board be established with a remit to oversee regeneration in Chatham.

A revised Appendix 1 was tabled at the meeting. This set out the membership by designations rather than by individually named Members.

Decision number:

Decision:

197/2012

The Cabinet approved the re-establishment of a Chatham Regeneration Board as a Cabinet Advisory Group, with the terms of reference and membership, as set out in the revised Appendix 1 tabled at the meeting.

198/2012

The Cabinet agreed to remove the regeneration of Chatham from the terms of reference of Medway Regeneration Community & Culture Advisory Group.

199/2012

The Cabinet delegated authority to the Chief Executive to finalise the membership of the Chatham Regeneration Board, in consultation with the Group Whips.

Reasons:

A Chatham Regeneration Board will provide improved coordination and oversee progress of regeneration in Chatham.

Recruitment Freeze

Background:

This report presented information on vacancies that officers had requested approval to commence recruitment for, following the process agreed by Cabinet on 7 January 2003 (decision number 9/2003).

Appendix 1 to the report provided details of the posts.

Decision number:

Decision:

200/2012

The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 to the report, to enable officers to commence the recruitment process:

Business Support Department

- (a) Finance Assistant
- (b) Principal Accountant – Finance Support
- (c) Print Operative (x2)

Children and Adults

- (d) Data Monitoring Officer Legal
- (e) Direct Payment Monitoring Officer
- (f) Parenting Practitioner
- (g) Service Support Assistant (x2).

Reasons:

The posts presented to Cabinet will support the efficient running of the Council.

Gateway 5 Procurement Contract Management Report: Highways Minor Works Contract Performance Review

Background:

This report reviewed the progress of the Highways Minor Works contract currently undertaken by VolkerHighways.

This contract, which had been awarded in 2007, provided Medway with the majority of highway maintenance services required, including: winter service, emergency call outs, responsive maintenance, along with some planned maintenance and highway scheme implementation.

Permission was sought to extend this contract for one year (from 1 August 2016 to 31 July 2017) on the basis that this contract had provisions to extend, had fulfilled

Cabinet, 27 November 2012

requirements in accordance with the service specification and associated contract terms and conditions and because no major issues had been identified which caused concern.

It was noted that this Procurement Gateway 5 report has been approved for submission to the Cabinet after review and discussion at the Regeneration, Community and Culture Directorate Management Team meeting on 4 October 2012 and the Procurement Board on 31 October 2012.

An exempt appendix contained key information in respect of finance and whole-life costings.

Decision number: ***Decision:***

The Cabinet noted the performance of the Highways Maintenance Term Contractor VolkerHighways as detailed in the report.

The Cabinet noted that VolkerHighways Asphalt resurfacing rates were the best rates of all seven authorities who contributed to the recent SE7 benchmarking exercise, showing that VolkerHighway offered good value for money.

201/2012 The Cabinet agreed the award of a fifth one (1) year extension to VolkerHighways for the Highways Minor Works Contract (from 1 August 2016 to 31 July 2017), in accordance with the conditions of contract, which was originally procured through the Council's procurement procedures.

Reasons:

Medway is contractually obliged to consider the performance of the Highways Minor Works Contractor annually and to consider awarding a yearly extension after each completed year of service delivery.

Gateway 5 Contract Management Report: DCLG Weekly Collections Support Fund

Background:

This report sought permission to amend the Collection Services and Street Cleansing Service contract currently being delivered and awarded to Veolia Environmental Services. This was to facilitate an increase in the frequency of recycling and organics kerbside collections from fortnightly to weekly. Further information relating to permissions was detailed within the report.

Cabinet, 27 November 2012

It was noted that proposed changes in service delivery were subject to funding from the Department of Communities and Local Government's 'Weekly Collection Support Fund'. This challenge fund had been established by Government to encourage local authorities to retain or reinstate weekly rubbish collections. Medway Council had submitted a bid for both revenue and capital funding proposing an increase in both recycling and organics collections to weekly in line with black sack refuse collections.

An addendum report advised that, since the publication of the agenda, the Department for Communities and Local Government had confirmed that the bid had been successful subject to the terms and conditions. The Council would therefore receive funding totalling £14,029,901 over three years for the weekly collections services.

It was reported that this Procurement Gateway 5 report had been approved for submission to Cabinet after review and discussion at Regeneration, Community and Culture Directorate Management Team meeting on 25 October and the Strategic Procurement Board on 31 October 2012.

The Portfolio Holder and officers were thanked for their efforts in securing the funds.

An exempt appendix contained key information in respect of finance and whole-life costings.

Decision number:

Decision:

- | | |
|-----------------|--|
| 202/2012 | The Cabinet confirmed acceptance of the Department of Communities and Local Government offer of funding from the Weekly Collection Support Fund to enable Medway to introduce weekly recycling and organic waste collection and maintain the weekly residual waste collection service for a minimum of 5 years as per the funding criteria. |
| 203/2012 | The Cabinet endorsed the publication of this commitment on the Council website and in associated literature produced to promote the weekly collection services. |
| 204/2012 | The Cabinet recommended to Council that the capital purchase of the new refuse and recycling fleet, as funded by the allocation of this money, be included in the Capital Programme as soon as possible. |
| 205/2012 | The Cabinet approved a contract variation that will facilitate an increase in the frequency of recycling and organics kerbside collections from fortnightly to weekly. The variation will involve a number of existing Bill of Quantities (BoQ) unit prices being incorporated within one encompassing unit price that reflects efficiency savings. This variation must also adequately cover the capital |

Cabinet, 27 November 2012

purchase of vehicles through Veolia Environmental Services, which will extract their cost from the existing revenue budget and contract payment mechanism.

206/2012 The Cabinet agreed to delegate authority to the Assistant Director Legal and Corporate Services, in consultation with the Portfolio Holders for Frontline Services and Finance, to make any subsequent adjustments that may be required as a result of detailed terms of the funding.

Reasons:

The decisions are provided on the basis that this enhanced service will

- put the customer at the centre of everything we do by satisfying past and current research indicating that residents would welcome increased recycling collections;
- giving value for money by using external capital and revenue funding to create a scheme likely to save in excess of £1million in disposal costs over the lifetime of the current contract;
- help create a cleaner, greener environment by diverting more resources to recycling and composting while giving Medway a very real chance of hitting its 2015 recycling rate target of 45%.

Exclusion of the Press and Public

Decision number: ***Decision:***

207/2012 The Cabinet agreed to exclude the press and public during consideration of agenda item 15 (Litigation Delegation) because consideration of this matter in public would disclose information falling within paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972 and, in all the circumstances of the case, the public interest in maintaining the exemption, outweighs the public interest in disclosing the information.

Cabinet, 27 November 2012

Litigation Delegation

Background:

This exempt report contained commercially sensitive and legally privileged information in respect of litigation.

Decision number: ***Decision:***

208/2012 **The Cabinet agreed the recommendation as set out in paragraph 8.1 of the report.**

Reasons:

As set out in the report.

.....
Leader of the Council

.....
Date

Wayne Hemingway/Anthony Law, Democratic Services Officers

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Record of Cabinet decisions

Tuesday, 18 December 2012

3.00pm to 4.30pm

Date of publication: 19 December 2012

**Subject to call-in these decisions will be effective from 2 January 2013
The record of decisions are subject to approval at the next meeting of the Cabinet**

Present:	Councillor Rodney Chambers, OBE	Leader
	Councillor Alan Jarrett	Deputy Leader and Portfolio Holder for Finance
	Councillor David Brake	Portfolio Holder for Adult Services
	Councillor Jane Chitty	Portfolio Holder for Strategic Development and Economic Growth
	Councillor Howard Doe	Portfolio Holder for Housing and Community Services
	Councillor Phil Filmer	Portfolio Holder for Front Line Services
	Councillor Tom Mason	Portfolio Holder for Corporate Services
	Councillor Mike O'Brien	Portfolio Holder for Community Safety and Customer Contact
	Councillor Les Wicks	Portfolio Holder for Children's Services
	Councillor David Wildey	Portfolio Holder for Children's Social Care

In Attendance: Neil Davies, Chief Executive
Mick Hayward, Chief Finance Officer
Perry Holmes, Monitoring Officer
Julie Keith, Head of Democratic Services
Barbara Peacock, Director of Children and Adults Services
Anthony Law, Democratic Services Officer
Andy McGrath, Assistant Director, Front Line Services

Apologies for absence

There were none.

Record of decisions

The record of the meeting held on 27 November 2012 was agreed and signed by the Leader as correct.

Declarations of disclosable pecuniary interests

There were none.

Youth Justice Plan (Policy Framework)

Background:

This report provided details of the Medway Youth Justice Plan 2012-2014, which had been developed following discussions with partner agencies and also reflected the requirements of the Youth Offending Team (YOT) Improvement Plan.

The Youth Justice Plan, which was revised on an annual basis and formed part of the Council's policy framework, set out the aims and objectives for 2012/2014 in relation to working with young people who offend or who were at risk of offending. In accordance with the provisions of the Crime and Disorder Act 1998 the Plan set out how youth justice services would be provided and funded and how the YOT was to be composed and funded, how it was to operate and what functions it was to carry out.

The Children and Young People Overview and Scrutiny Committee considered this report on 11 December 2012 and its views were set out in an addendum report.

A Diversity Impact Assessment (DIA) screening form had been undertaken on the draft plan which indicated that a full impact assessment was not necessary.

Decision number:

209/2012

Decision:

The Cabinet noted the views of the Children and Young People Overview and Scrutiny Committee and recommended approval of the Youth Justice Plan to Full Council.

Reasons:

To provide a plan which sets out the aims and objectives in relation to working with young people who offend or who are at risk of offending.

Gambling Act 2005 - Review of Council Statement of Gambling Policy (Policy Framework)

Background:

This report provided details of the Statement of Gambling Policy (Gambling Act 2005). This Policy set out the principles which the Local Authority applied in exercising its licensing functions under the Gambling Act 2005. The licensing objectives were:

Cabinet, 18 December 2012

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- Ensuring that gambling was conducted in a fair and open way;
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

The report set out a summary of the proposed amendments to the Policy and the views of the Licensing and Safety Committee and Business Support Overview and Scrutiny Committee, which had considered the report on 21 November 2012 and 6 December 2012 respectively.

In relation to the comments made at the Business Support Overview and Scrutiny Committee, the Portfolio Holder for Community Safety and Customer Contact advised that he would be meeting with the Gambling Commission in the New Year and would also engage other political parties and Medway's three Members of Parliament as to the proliferation of Fixed Odds Betting Terminals.

A Diversity Impact Assessment (DIA) screening form had been undertaken on the draft Policy which indicated it was not necessary to proceed to a full assessment.

Decision number: **Decision:**

210/2012 The Cabinet noted the comments of the Licensing and Safety Committee and the Business Support Overview and Scrutiny Committee and recommended approval of the Statement of Gambling Policy to Full Council.

Reasons:

The proposed Gambling Policy sets out how the Council will regulate licensable activities as required by the Gambling Act 2005.

Supported Accommodation Task Group

Background:

This report provided details of the in-depth review of supported accommodation undertaken by a short life Task Group which reached the following conclusions on the issue of supported accommodation:

- There was a need for legislation to be tightened in relation to housing benefit and exempt accommodation;
- Additional assistance would be helpful in the housing benefit section to address the high volume of claims, to continue the robust challenge to high rents and the vigorous challenge to any future Tribunal cases;
- Outcomes based commissioning was the way forward in terms of quality of provision in relation to housing related support along with a greater understanding of the need in this area.

Cabinet, 18 December 2012

The Regeneration, Community and Culture Overview and Scrutiny Committee considered this report on 13 December 2012 and its views were set out in an addendum report.

Decision number:

Decision:

- 211/2012** The Cabinet agreed to request the Chief Finance Officer to write to Lord Freud, Minister for Welfare Reform at the Department of Work and Pensions, and to the three Medway Members of Parliament requesting that they also put pressure on Lord Freud, to (a) tighten up the regulations in connection with eligibility to exempt accommodation in view of the increasing financial burden being placed on local authorities brought about by the lack of a cap on the amount which could be charged by providers for enhanced housing benefit; and (b) address the inequality and burden placed on this Council by the increasing migration of people into Medway, eligible for enhanced housing benefit, for whom the Council may only claim part subsidy.
- 212/2012** The Cabinet agreed to request the Chief Finance Officer to report back on the business case for seconding additional, specialist, support into the Benefits Team in order to increase the capacity for dealing with complex negotiations with exempt accommodation providers. This would be on the basis of an 'invest to save' proposal as it would release the Benefits Manager to continue in her existing role within the specialist service, with responsibility for the quality assurance of the benefits caseload together with work in respect of liaison and forward planning in respect of Welfare. This would enable the Council to maintain its stance in robustly challenging high rents, negotiating lower rents and provide for a robust case in the event of a challenge at Tribunal stage.
- 213/2012** The Cabinet agreed to support the following proposals in relation to enhanced housing benefit and instructed officers as follows:
- a. As part of the negotiations with exempt accommodation providers the Council should set out its expectations relating to outcomes and promote a clear 'move on' pathway/outcomes star programme (or equivalent pathway) with regular monitoring updates to enable the Council to track the outcomes for people in exempt accommodation.

Cabinet, 18 December 2012

- b. An enquiry tickbox questionnaire should be developed for potential providers of exempt accommodation asking the following:**
 - i. Questions about the eligibility of the landlord to provide the relevant support**
 - ii. Questions about the premises – does the landlord own the freehold for example?**
 - iii. Information about staffing and the roles of the staff employed**
 - iv. Details of how the provider work out their rent costs**
 - v. Whether the landlord had also requested support from the commissioning part of the Council**
 - vi. Details, including training, qualifications etc of any support workers employed by the landlord**
 - vii. Information about how the landlord could demonstrate quality in the support they were offering.**

214/2012 The Cabinet agreed to (a) support the direction of travel, suggested by the Task Group, as set out in paragraph 6.2.13 of the Task Group report, in adopting a smarter, more cohesive structured approach to the commissioning of Housing Related Support for those areas considered as part of the review, and (b) instruct officers to prepare a Commissioning Framework for services and to develop a timetable to allow for the efficient, effective and equitable commissioning of services to reflect the approach endorsed by the Task Group and present their Quality Assurance Framework to Regeneration, Community and Culture Overview and Scrutiny Committee and Cabinet Members prior to implementation.

Reasons:

To ensure the continuance of robust challenge in relation to dealing with enhanced housing benefit applications and applications from providers of exempt accommodation. The decisions are also designed to introduce outcomes based commissioning of housing related support to improve the quality of provision across the area and bring about a greater understanding of the need in this area.

Localising Support for Council Tax

Background:

This report provided details of a draft localised council tax support (CTS) scheme as required under the Local Government Finance Act 2012, following the abolition of council tax benefit (CTB) under the Welfare Reform Act 2012.

Cabinet, 18 December 2012

The requirements of the revision to CTB were reported to Cabinet on 4 September 2012 (decision number 147/2012) and the contents of a consultation on proposals for an eight week period were agreed (decision number 148/2012).

The Cabinet considered the results of the consultation exercise on 27 November 2012 and asked officers to draw up a local council tax support scheme based upon the preferred scheme that was part of the consultation (decision number 189/2012).

The report set out the main provisions of the Scheme, which had been issued to Cabinet Members in Supplementary Agenda No.2.

A Diversity Impact Assessment had been undertaken and was attached at Appendix A to the report. The assessment identified a number of potential adverse impacts together with some mitigating factors being incorporated into the scheme.

Decision number: ***Decision:***

215/2012 The Cabinet recommended the Council Tax Support scheme to Full Council for adoption on 24 January 2013.

Reasons:

The scheme balances the need for supporting those currently in receipt of council tax benefit and the ability of the Council to fund the scheme within the current budgetary constraints.

The scheme has been drawn up in accordance with Cabinet's recommendation on 27 November 2012, which was reflective of the fact that the majority of respondents to the consultation were in agreement with the principles of the scheme.

CIPFA have confirmed that the scheme meets the aims and recommendations of Cabinet.

Treasury Management Strategy Mid Year Report 2012/2013

Background:

This report provided details of the mid year review of the Council's Treasury Management Strategy. This had been prepared in compliance with the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management and covered the following:

- An economic update for the first six months of 2012/13;
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- A review of the Council's investment portfolio for 2012/13;
- A review of the Council's borrowing strategy for 2012/13;
- A review of any debt rescheduling undertaken during 2012/13; and
- A review of compliance with Treasury and Prudential Limits for 2012/13.

Cabinet, 18 December 2012

It was noted that the council needed to formally adopt CIPFA's Code of Practice 2011 and a copy was attached at Appendix 1 to the report.

The Business Support Overview and Scrutiny Committee considered the report on 6 December 2012 and its views were set out in the report.

Decision number: ***Decision:***

216/2012 **The Cabinet noted the contents of this report (including the views of the Business Support Overview and Scrutiny Committee) and recommended the report to Full Council.**

217/2012 **The Cabinet recommended to Full Council the adoption of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management 2011, as set out in Appendix 1 to the report.**

Reasons:

The Treasury Management Strategy requires that Cabinet and Council receives and considers a mid year review of treasury management strategy and performance.

Housing Strategy Annual Review

Background:

This report provided details of the Annual Review of the Housing Strategy. The Strategy aimed to reflect policies and priorities at national, regional and local level. It helped deliver the strategic housing priorities for Medway and set the direction for housing in Medway until 2014. The Strategy was designed around three aims (Bridging the Gap, Early Prevention and Health and Housing) with seven outcomes, as set out in the report.

It was noted that there had been significant progress against the priority actions. A total of 15 actions had been completed and the majority were on target to be delivered by 2014. A detailed report of progress against the Strategy Action Plan was set out.

The Regeneration, Community and Culture Overview and Scrutiny Committee considered this report on 13 December 2012 and its comments were set out in an addendum report.

Decision number: ***Decision:***

218/2012 **The Cabinet noted the progress against the aims of the Housing Strategy.**

Reasons:

The Housing Strategy and its Action Plan sets the strategic direction for Housing Services in Medway, contributing to the Council's core values and strategic priorities and giving context for the attraction and investment of resources.

Tenancy Strategy

Background:

This report provided details of a Draft Tenancy Strategy as required under s150 of the Localism Act 2011.

The Draft Tenancy Strategy set out the objectives to be taken into consideration by individual Registered Providers of social housing as they made decisions about their own tenancy policies. It provided an overview of how the Council would address the issues of rent, tenure reform, and changes to the housing register. The key aims of the Medway Council Tenancy Strategy were:

- To set out clear expectations for Registered Providers and other social landlords operating in Medway;
- To make the best use of the Council's housing stock and wider social housing stock in the area;
- To prevent homelessness and enable housing to be offered to those in the greatest need;
- To offer tenancies which were in the interest of the individual household;
- To create and maintain sustainable communities.

A Diversity Impact Assessment (DIA) screening form had been undertaken on the draft Policy that indicated it had not been necessary to proceed a full assessment.

The Regeneration, Community and Culture Overview and Scrutiny Committee considered this report on 13 December 2012 and its views were set out in an addendum report. It was also noted that consultation had been undertaken with a diverse range of partners and stakeholders, with feedback received having been taken into account in the subsequent development of the Strategy.

Decision number:

219/2012

Decision:

The Cabinet approved the Tenancy Strategy, as set out in Appendix 1 to the report.

Reasons:

Approval of the Tenancy Strategy will fulfil the provisions of Section 150 of the Localism Act 2011, which requires local authorities to prepare and publish a Tenancy Strategy.

Local Development Framework Annual Monitoring Report

Background:

This report provided details of the eighth Annual Monitoring Report which analysed progress against a range of indicators associated with the adopted development plan and the emerging Local Development Framework, in accordance with s35 of the Planning and Compulsory Purchase Act 2004. The report highlighted the main findings of this year's report including that Medway was out performing many other areas on a number of measures and, as a consequence, was avoiding the worst effects of the continuing economic downturn.

The Medway Annual Monitoring Report 2012 (Volume 1) was circulated to Cabinet Members in Supplementary Agenda No.1. During the discussion of this item the Portfolio Holder for Strategic Development and Culture undertook to clarify the stewardship reported within the 'CS6 Preservation and Enhancement of Natural Assets' section of the monitoring report.

Decision number: **Decision:**

220/2012 The Cabinet agreed the 2012 Annual Monitoring Report for publication.

Reasons:

To enable continued monitoring of the development plan to be made available to the local community and others.

Rochester Airport

Background:

This report provided details of proposals on how the Council intended to safeguard the future of the airport, incorporating a modern airport facility with improved heritage and community facilities.

The report stated that facilities at the airport were nearing the end of their economic lives and it was generally accepted that for the airport to remain open in the medium/long term, investment was needed to make it sustainable.

The options for the future of the airport were set out in the report. It was also noted that a masterplan will be prepared for the site that would set out a clear framework for the reconfiguration of the aviation facilities, as well as the basis for redeveloping surplus and adjoining land for employment related uses.

Cabinet, 18 December 2012

**Decision
number:**

Decision:

221/2012

The Cabinet delegated authority to the Assistant Director of Legal and Corporate Services, in consultation with the Finance Portfolio Holder to:

- (a) Grant a lease or leases to an airport operator, which allows the council to take back land freed up by the closure of runway 16/34. A longer lease of the Airport, will allow the private sector and the operator together with the council to invest in the site to improve its facilities, public access and the heritage offer available.
- (b) Vary/release covenants on adjacent land and enter into agreements with adjoining landowners on the best terms reasonably obtainable, in order to bring forward land for disposal/development.

222/2012

The Cabinet agreed to receive a further report next summer requesting it to recommend to Full Council that:

- (a) A capital contribution (to be defined following the marketing of the leasehold opportunity) is made towards the cost of the new airport facilities.
- (b) It delegates authority to the Assistant Director of Legal & Corporate Services, in consultation with the Finance Portfolio Holder, to dispose of the land freed up as a result of the closure of runway 16/34 so that it can be developed.

Reasons:

To safeguard the long-term future sustainability of the airport, to secure the improvement of the airport to provide a modern facility with improved public access and heritage offer and to release additional employment land, whilst meeting the Council's legal and fiduciary duties.

Recruitment Freeze

Background:

This report presented information on vacancies that officers had requested approval to commence recruitment for, following the process agreed by Cabinet on 7 January 2003 (decision number 9/2003).

Appendix 1 to the report provided details of the posts, with details of five further posts tabled at the meeting.

Cabinet, 18 December 2012

Decision number:

Decision:

223/2012

The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 to the report and tabled at the meeting, to enable officers to commence the recruitment process:

Business Support Department

- (a) Contract Administrator**
- (b) Database Administrator**
- (c) Exchequer Officer**
- (d) HR Information Officer**

Children and Adults

- (e) Assistant Director, Children's Social Care**
- (f) Children's Service Manager Looked After Children Lead**

Regeneration, Community and Culture

- (g) WORK Programme Job Broker Adviser (x2)**
- (h) Community Inclusion Co-ordinator**
- (i) Principal ESF Programme Officer**
- (j) Weekly Collections Project Officer.**

Reasons:

The posts presented to Cabinet will support the efficient running of the Council.

Gateway 1 Procurement Commencement Report: Outsourcing Strand Water Sports Centre

Background:

This report sought permission to commence the procurement of activities and services related to the Strand Water Sports Centre at Gillingham. This would initially involve inviting expressions of interest from external providers to deliver this service for the period of the project 2013 – 2018 and to become an active partner in the development of the Strand area in North Gillingham.

This report had been approved for submission to the Cabinet after review and discussion by Children and Adults Directorate Management Team on 25 May 2012 and the Procurement Board on 28 November 2012.

A Diversity Impact Assessment (DIA) screening form (attached at Appendix 2 to the report) had been undertaken which indicated that a full impact assessment was not necessary.

Cabinet, 18 December 2012

An exempt appendix contained key information in respect of finance and whole life costings and information relating to individuals.

<i>Decision number:</i>	<i>Decision:</i>
224/2012	The Cabinet approved the commencement of the procurement project to outsource the Strand Water Sports Centre in Gillingham.
225/2012	The Cabinet agreed that a market testing and reviewing of existing employment contracts with staff takes place in April 2013 or as soon after as is possible.
226/2012	The Cabinet agreed that should external interest be identified in providing this water-based activity a procurement process is initiated to determine a new provider for April 2013 or as soon after as is possible.
227/2012	The Cabinet agreed that should only one external provider be interested, Medway Water Sports Trust, they are afforded preferred provider status and contractual arrangements are developed with this local trust.
228/2012	The Cabinet agreed that the refurbishment of the causeway / slipway should become part of the wider Sport England development plans of the Strand Leisure Park area, led by Medway Leisure, with on-going management and maintenance a negotiated partnership between Medway Cruising Club, the new water sport provider and the Council.
229/2012	The Cabinet agreed that discussions continue with affected staff to amicably resolve the management of change process so that employment liabilities for Strand staff are minimised for any new provider of the service.

Reasons:

On the basis that these recommendations have been approved by Children and Adults Departmental Management Team, Corporate Management Team and the Procurement Board.

The decisions support the Medway Strategic Priority of 'Children and young people having the best start in life in Medway'.

Gateway 3 Contact Award: Wainscott Primary School: New Buildings for Expansion to Two Forms of Entry

Background:

This report provided details of the Final Business Case (FBC) for the expansion of the buildings at Wainscott Primary School to accommodate two forms of entry following consideration at the Procurement Board on 28 November 2012, along with the associated contract documents, and sought Cabinet approval to finalise the formal contract with BAM Construction Limited, within the funding available and identified in the body of the report.

An exempt appendix set out the FBC together with the funding sources and life-cycle costings.

Decision number:

Decision:

- 230/2012** **The Cabinet approved the Final Business Case for the expansion of Wainscott Primary School to 2 forms of entry.**
- 231/2012** **The Cabinet agreed the award of the contract to construct new buildings for Wainscott Primary School to BAM Construction Limited using the EFA Design & Build Lump Sum Contract for use with the EFA Contractor Framework and to delegate authority to the Director of Children and Adult Services, in consultation with the Portfolio Holder for Children's Services and the Assistant Director of Legal & Corporate Services to finalise the contract.**

Reasons:

The use of the EFA National Framework for the procurement of the Design and Build Contractor is the best option to allow delivery of the new school buildings within the desired timeframes and is the procurement route approved within the Outline Business Case.

.....
Leader of the Council

.....
Date

Wayne Hemingway/Anthony Law, Democratic Services Officers
Telephone: 01634 332509/332008
Email: democratic.services@medway.gov.uk

Record of Cabinet decisions

Tuesday, 15 January 2013

3.00pm to 4.10pm

Date of publication: 16 January 2013

**Subject to call-in these decisions will be effective from 24 January 2013
The record of decisions are subject to approval at the next meeting of the Cabinet**

Present:	Councillor Alan Jarrett	Deputy Leader and Portfolio Holder for Finance
	Councillor Jane Chitty	Portfolio Holder for Strategic Development and Economic Growth
	Councillor Howard Doe	Portfolio Holder for Housing and Community Services
	Councillor Phil Filmer	Portfolio Holder for Front Line Services
	Councillor Tom Mason	Portfolio Holder for Corporate Services
	Councillor Mike O'Brien	Portfolio Holder for Community Safety and Customer Contact
	Councillor Les Wicks	Portfolio Holder for Children's Services
	Councillor David Wildey	Portfolio Holder for Children's Social Care

In Attendance: Robin Cooper, Director of Regeneration, Community and Culture
Mick Hayward, Chief Finance Officer
Wayne Hemingway, Democratic Services Officer
Richard Hicks, Assistant Director, Customer First, Leisure, Culture, Democracy and Governance
Julie Keith, Head of Democratic Services
David Quirke-Thornton, Assistant Director, Adult Social Care

Apologies for Absence

Apologies for absence were received from Councillor Rodney Chambers (Leader) and Councillor David Brake (Adult Services).

Record of Decisions

The record of the meeting held on 18 December 2012 was agreed and signed by the Deputy Leader as correct.

Declarations of Disclosable Pecuniary Interests

There were none.

Provisional Local Government Settlement 2013/2015

Background:

This report provided Cabinet with details of the provisional Local Government settlement announced by Government on 19 December 2012.

The settlement covered the concluding 2-year period of the Spending Review 2010 and was the first settlement under the new arrangement for business rates which would come into place on 1 April 2013.

It was noted that the overall settlement figure, as announced as the 'Start-up Funding Assessment', was £1.906 million better than that forecast in the draft budget report for 2013/2014, and £0.963 million better than the forecast for 2014/2015. This excluded grants such as the Dedicated Schools Grant (DSG) and other Department for Education (DfE) schools based grants, Public Health Grant, New Homes Bonus, Adult Learning and a number of more minor grants.

Decision number:

The Cabinet noted the provisional settlement as an essential part of the budget setting process for 2013/14.

Reasons:

These provisional levels of grant form a fundamental component of the 2013/14 budget, and their announcement is a further stage in the process of preparing a balanced budget.

Technical Reforms of Council Tax

Background:

This report provided details of the Government's technical reforms to Council Tax. This followed royal assent of the Local Government Finance Act 2012 on 31 October 2012, which set out the framework for the technical reforms and subsequent regulations and orders.

The report set out information and proposals regarding empty homes discount, Class A exemptions (dwellings undergoing major repair work), Class C exemptions (dwelling that is unoccupied and unfurnished), Class L exemptions (dwelling where mortgagor has had home repossessed by a bank or building society), empty homes, paying by instalments, information to be contained in demand notices, "rent a roof" solar photovoltaic installations on domestic properties and valuing annexes as part of the main dwelling.

Cabinet, 15 January 2013

Decision number:

Decision:

- 1/2013** The Cabinet recommended that Council note the power to reduce the discount in respect of second homes from 10% to 0% but agree not do so at this time.
- 2/2013** The Cabinet recommended that Council note the removal of Class A & Class C properties from the list of exemptions and agree to replace them with new discounts of 100% for 12 months (Class A) and 100% for 3 months (Class C) respectively.
- 3/2013** The Cabinet recommended that Council note that no regulations have yet been issued to change the liable party in respect of properties where the mortgagee is in possession.
- 4/2013** The Cabinet recommended that Council note the power to levy an additional premium on those properties that have remained empty and unfurnished in excess of two years but agree not do so at this time.
- 5/2013** The Cabinet recommended that Council note the changes to the instalment scheme for Council Tax and possible consequences for the timetabling of future tax setting meetings.
- 6/2013** The Cabinet recommended that Council request officers to publish the information to be contained in demand notices electronically, only supplying hard copy as and when requested.
- 7/2013** The Cabinet recommended that Council note the changes relating to the valuation of solar panels and granny annexes.

Reasons:

To increase the amount of council tax liability in 2013/14, thus mitigating in part the additional costs attributable to the introduction of a local council tax reduction scheme, for those elements where the additional income will clearly exceed the cost of collection.

Rochester Railway Station Relocation and New Car Park Provision

Background:

This report provided details of proposals to redevelop part of the Corporation Street car park as a component of a scheme to relocate Rochester Station and provide

Cabinet, 15 January 2013

access to the Riverside development whilst providing additional replacement parking facilities for shoppers, businesses and rail users. Funding for the scheme was announced in the Network Rail National Infrastructure Plan in early January 2013 and represented a £26-£28 million investment in Rochester.

The report set out the benefits of the relocated station including; an increased platform and concourse capacity to cater for 12 car trains, rather than 9 as at present; quicker more frequent/more reliable service up and down the line to and from London to Medway and beyond; station better located for Rochester town centre and Rochester Riverside; the ability to better integrate with other modes of transport and a new pedestrian subway (to be funded by Network Rail) to link the new station with the Rochester Riverside site and Rochester town centre.

The report also provided details of the existing car parking spaces in the locality, the demand for spaces following the relocation and the proposal to accommodate all these additional spaces in a new car park to be constructed within the Rochester Riverside site and located close to the new subway, which Network Rail would build to link the site to the new station and Rochester town centre.

It was also noted that the site was included in the Rochester Riverside collaboration agreement with the Homes and Communities Agency (HCA) (formerly SEEDA) and therefore the HCA's consent would be needed before the site could be disposed of or any rights granted across the site.

A timetable setting out the milestones for the delivery of the new station was tabled at the meeting.

The Cabinet accepted this report as urgent in response to the Network Rail announcement on the scheme and to enable officers to start work on the proposals as soon as possible.

**Decision
number:**

Decision:

8/2013

The Cabinet agreed to delegate authority to the Assistant Director of Legal and Corporate Services, in consultation with the Leader, to:

- (a) Declare surplus part of the Corporation Street Car park site and to dispose of it to Network Rail to use as a site for a new station;**
- (b) Grant any necessary rights over the Council's land to enable the Station to be built; and**
- (c) Amend the Collaboration Agreement to reflect the inclusion of part of the Corporation Street Car Park as part of the Rochester Riverside site.**

Reasons:

To ensure that the new station can be developed on the site and that there is no consequential net loss of parking spaces.

Eastgate House Heritage Lottery Fund - Stage 2 Award

Background:

This report provided details of the successful bid to the Heritage Lottery Fund (HLF) for a stage 2 application for Eastgate House, Rochester. The Council had been awarded £1.28 million from the HLF towards the £2.156 million project and the report detailed the remaining funding sources, including the Council's Capital Programme including prudential borrowing.

The aim of the scheme, a key project within the Council's Cultural Strategy and Council Plan, was to conserve Eastgate House and open it up as a distinctive, valued and vibrant community resource for Medway and its visitors. When completed, the project will transform access to and visitors' experience of this local landmark and create a sustainable future.

A Diversity Impact Assessment screening was undertaken on the proposals, as set out in appendix 1 to the report. This indicated that a full assessment was not required.

Decision number:

9/2013

Decision:

The Cabinet:

- (a) noted the position with the Eastgate House Stage 2 Grant Award;
- (b) authorised the Director of Regeneration, Community and Culture to enter into a grant agreement to deliver the Eastgate House HLF Project and;
- (c) recommended to Full Council on 24 January 2013 that the Eastgate House HLF Project be added to the Council's Capital Programme, and approve the Prudential Borrowing.

Reasons:

Eastgate House is a key project within the Council's Cultural Strategy and Council Plan. The HLF Stage 2 Grant Award provides a unique opportunity to deliver the Eastgate House project that will result in the creation of a key visitor attraction and safeguards an important Grade I Listed building.

Proposals for the Development of Additional Primary Age Provision in Gillingham

Background:

This report provided details of the need for additional primary age provision in the Gillingham area. The report updated the needs identified in the School Organisation Plan 2011-2016, using the latest school census and health data. It also highlighted actions already in place and those required in the future to ensure the Council complied with its statutory duty to provide sufficient good school places.

The report set out detailed information on the forecast of pupil numbers and the options to address the shortage of places in the Gillingham area, including proposals for Saxon Way Primary School, Brompton Westbrook Primary School and Thames View Primary School.

The report noted that a Diversity Impact Assessment screening would be completed in relation to specific proposals taken forward.

Decision number:

Decision:

- | | |
|----------------|---|
| 10/2013 | The Cabinet agreed that Saxon Way Primary School be expanded from 1 form of entry (FE) to 2FE, and that a feasibility study be undertaken to explore this option further to decide upon the accommodation and phasing requirements. These will be developed in consultation with the proposed academy sponsor; the conversion process to academy status is underway and is subject to Secretary of State approval. |
| 11/2013 | The Cabinet agreed that Thames View Primary School be approved as a back up option should Saxon Way Primary School prove for any reason not to be a viable solution, or indeed should further additional accommodation be required in the future and discussions to this effect have been held with the head teacher at Thames View Primary School. |
| 12/2013 | The Cabinet agreed that Brompton Westbrook Primary School be permanently expanded to enable a published admission number (PAN) of 60 to be accommodated, commencing from September 2013, and that a feasibility study be undertaken to assess how best to phase the building works in the most cost effective way and causing minimal disruption to the education of the children. |
| 13/2013 | The Cabinet agreed to authorise the Director of Children and Adults, in consultation with the Portfolio Holder for |

Cabinet, 15 January 2013

Children's Services, to commence the statutory processes at the appropriate times required for the expansions of Saxon Way and Brompton Westbrook primary schools, as well as Thames View Primary School should it become necessary.

Reasons:

To ensure that the council meets its statutory duty to ensure sufficient good school places.

Approval in advance to commence the necessary statutory processes will ensure the council complies with its statutory duty to follow the full consultation process when proposing changes to school organisation.

Outcomes of Consultation for the Proposed Amalgamation of Sherwin Knight Infant and Junior Schools

Background:

This report outlined the outcomes of the initial consultation period on the Council's proposals to amalgamate Sherwin Knight Infant School with Sherwin Knight Junior School by way of prescribed alterations. The consultation process ran for six weeks from 10 September 2012 to 21 October 2012 and the report provided details of the consultation responses, a public meeting, an observer panel and a drop-in session.

The Children and Young People Overview and Scrutiny Committee considered this report on 11 December 2012 and its views were set out in paragraph 9 of the report.

A Diversity Impact Assessment (DIA) screening form was attached as Appendix 4 to the report. The DIA looked at how the proposed changes could impact upon various groups. This showed that there could potentially be some impact upon certain groups, however it showed that any impacts were expected to be positive.

Decision number:

Decision:

- | | |
|----------------|--|
| 14/2013 | The Cabinet noted the responses to the consultation together with the advice and analysis from officers and the recommendations from the Children and Young People Overview and Scrutiny Committee and agreed to proceed to formal representation, when statutory notices and full proposals as set out in section 3 of this report would be published. |
| 15/2013 | The Cabinet agreed to delegate authority to the Director of Children and Adults, in consultation with Portfolio Holder for Children's Services, to determine whether to approve the proposals at the end of the statutory consultation |

Cabinet, 15 January 2013

period, if no objections were received. However if any objections were received during that time then a report would be prepared and placed before Cabinet for determination.

Reasons:

Approval to proceed to a six-week period of statutory representation will ensure the council complies with its statutory duty to follow the full consultation process when proposing changes to school organisation.

Outcomes of Consultation for the Proposed Amalgamation of Swingate Infant and Spinnens Acre Junior Schools

Background:

This report outlined the outcomes of the initial consultation period on the council's proposals to amalgamate Swingate Infant School with Spinnens Acre Junior School by way of prescribed alterations. The consultation process ran for six weeks from 10 September 2012 to 21 October 2012 and the report provided details of the consultation responses, a public meeting, an observer panel and a drop-in session.

The Children and Young People Overview and Scrutiny Committee considered this report on 11 December 2012 and its views were set out in paragraph 9 of the report.

A Diversity Impact Assessment (DIA) screening form was attached as Appendix 3 to the report. The DIA looked at how the proposed changes could impact upon various groups. This showed that there could potentially be some impact upon certain groups, however it showed that any impacts were expected to be positive.

Decision number:

Decision:

- | | |
|----------------|---|
| 16/2013 | The Cabinet noted the responses to the consultation together with the advice and analysis from officers and the recommendations from the Children and Young People Overview and Scrutiny Committee and agreed to proceed to formal representation, when statutory notices and full proposals would be published. |
| 17/2013 | The Cabinet agreed to delegate authority to the Director of Children and Adults, in consultation with Portfolio Holder for Children's Services, to determine whether to approve the proposals at the end of the statutory consultation period, if no objections were received. However if any objections were received during that time then a report would be prepared and placed before Cabinet for determination. |

Cabinet, 15 January 2013

Reasons:

Approval to proceed to a six-week period of statutory representation will ensure the council complies with its statutory duty to follow the full consultation process when proposing changes to school organisation.

Covert Surveillance

Background:

This report provided details of an update to the Covert Surveillance Policy agreed by Cabinet on 10 July 2012. The report gave details of the first application for Judicial Approval and amended the policy to include a new procedure as set out in guidance issued by the Home Office following the introduction of obtaining Judicial Approval for Regulation of Investigatory Powers Act 2000 (RIPA) applications on 1 November 2012.

The report stated that the Environmental Services Team applied on 20 December 2012 for the first judicial order which was now required before covert surveillance could be undertaken. This order was approved.

A Diversity Impact Assessment screening form was undertaken on the original policy and it was considered that the existing screening covered the scope of the proposed amendments.

The Portfolio Holder for Community Safety and Customer Contact stated that he had informed Democratic Services of a couple of minor typographical errors in the covering report.

Decision number: ***Decision:***

18/2013 **The Cabinet agreed the amendments to the Covert Surveillance Policy, as set out in Appendix 1 to the report.**

Reasons:

The Council should up date its policy to keep up with the changes in law, specifically the Protection of Freedoms Act 2012 that came into force on 1 November 2012.

Recruitment Freeze

Background:

This report presented information on vacancies that officers had requested approval to commence recruitment for, following the process agreed by Cabinet on 7 January 2003 (decision number 9/2003).

Cabinet, 15 January 2013

Appendix 1 to the report provided details of the posts, with details of one further post tabled at the meeting.

Decision number:

Decision:

19/2013

The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 to the report and tabled at the meeting, to enable officers to commence the recruitment process:

Business Support Department

- (a) Political Assistant**
- (b) Democratic Services Officer**
- (c) Legal Support Assistant**

Children and Adults

- (d) Engagement Analyst**
- (e) Placement Officers x 3**
- (f) Specialist Partnership Commissioning Manager**
- (g) Assistant Director – Partnership Commissioning**

Regeneration, Community and Culture

- (h) Project Manager – Eastgate House.**

Reasons:

The posts presented to Cabinet will support the efficient running of the Council.

Thin Client Technology

Background:

This report provided details of a proposal to add the Thin Client Technology scheme to the Capital Programme for 2013/2014. Thin Client was a technology whereby all of the processing was carried out on servers in the data-centre rather than on the PC or laptop, which meant that the PC on the desktop could be replaced with a low power, more efficient device. This would achieve lower purchase and running costs with tighter security and would give staff greater opportunities to work more flexibly – sharing desks in the office, mobile working out of the office and on occasions, working at home.

This scheme had been approved at Gateway 1 (procurement commencement) in May 2012 as a category B medium risk procurement.

An exempt appendix contained key information in respect of finance and whole-life costings.

Cabinet, 15 January 2013

Decision number: **Decision:**

20/2013 **The Cabinet recommended to Council that this project be included within the capital programme for 2013-2014.**

Reasons:

Thin client technology will achieve significant benefits, both cashable and non-cashable, for the Council.

Thin client technology will support the delivery of 'Better for Less' requirements.

Gateway 3 Contract Award: Linked Service Centres - Outsourcing of Platters Farm Lodge

Background:

This report provided details of the procurement exercise for the award of contract for the outsourcing of Platters Farm Lodge Linked Service Centre. Medway had three linked service centres (LSCs) that provided residential care and support for older people with dementia, adults with rehabilitation needs, respite for adults over 18 and day care for older people. The three LSCs were Platters Farm Lodge, Robert Bean Lodge and Nelson Court.

The report stated that ongoing commercial negotiations were taking place in relation to Robert Bean Lodge and Nelson Court and a further report about the outcome of these negotiations would be presented to Cabinet in February 2013.

A Diversity Impact Assessment screening was undertaken on the proposals to outsource Platters Farm Lodge, as set out in appendix 1 to the report.

This report was considered at the Procurement Board on 3 January 2013 and its comments were set out in paragraph 7 of the report.

An exempt appendix contained key information in respect of finance and whole-life costings, providers and detailed procurement process tender evaluation information.

Decision number: **Decision:**

21/2013 **The Cabinet approved the procurement contract award to Strode Park Foundation.**

22/2013 **The Cabinet agreed to delegate authority to the Assistant Director of Legal and Corporate Services in consultation with the Finance Portfolio Holder to grant a lease of Platters Farm Lodge for up to 25 years.**

Cabinet, 15 January 2013

Reasons:

The outsourcing of this service will provide best value because the contract award price is below unit cost for comparable services, (Unit Costs of Health and Social Care, PSSRU, University of Kent 2011) for rehabilitation & respite (intermediate care).

The recommended supplier has demonstrated an ability to maintain the quality of the service and innovate service development and improvement.

Gateway 5 Procurement Contract Management Report: Waste Collection and Disposal Contracts

Background:

This report provided details of a review of progress of the waste collection and disposal contracts currently delivered by Veolia Environmental Services.

The contract delivered waste collection and street cleansing services (residual waste collection, recycling collection from kerbside and bring sites, materials recycling facility provision and end markets for all recycling materials, food and garden waste collection and street cleansing) and disposal of residual waste via a combination of landfill and energy from Waste, ensuring the Council met as a minimum, its landfill diversion targets as set down by Government.

This report was considered at the Procurement Board on 19 December 2012 and its comments were set out in paragraph 7 of the report.

An exempt appendix contained key information in respect of finance and whole-life costings.

Decision number:

Decision:

The Cabinet noted the progress made to date with the collection and disposal contracts.

23/2013

The Cabinet agreed option 3.3 'Continue with the current disposal and collection contracts with a requirement for further Gateway 5 reporting at end of year three'.

Reasons:

This is on the basis of value for money and that Veolia have a track record of delivering high quality services for the residents of Medway with very high satisfaction levels recorded.

Gateway 5 Procurement Contract Management Report: Household Waste Recycling Centres Annual Report

Background:

This report provided details of a review of progress of the Household Waste Recycling Centre (HWRC) contract currently delivered by FCC Environment (formerly Waste Recycling Group – WRG) covering the management of the Council's three sites located at Ambley Road, off Hoath Way, Gillingham; Shawstead Road, Capstone, Chatham and Sundridge Hill, Cuxton.

The contract delivered: the management of three HWRCs; the haulage of all materials arising at the sites with the exception of waste electrical and electronic equipment (WEEE) and household batteries, which are covered by producer compliance schemes (PCS); the marketing and sale of materials arising at the sites with the exception of residual waste, wood waste and those detailed above; the provision and maintenance of containers necessary to provide the service to supplement those provided by the Council and; the provision of all plant and equipment necessary to provide the service including remote access to the CCTV system, an electronic data management system and an automatic number plate reader (ANPR) system at each site.

This report was considered at the Procurement Board on 19 December 2012 and its comments were set out in paragraph 7 of the report.

An exempt appendix contained key information in respect of finance and whole-life costings.

Decision number: ***Decision:***

The Cabinet noted the progress made to date with the collection and disposal contracts.

24/2013 The Cabinet agreed the preferred Option 3.3 'Continue With Current Contract and subject the contract to further Gateway 5 Reporting Requirements' as negotiations with the contractor regarding 2-year extension and efficiencies were completed.

Cabinet, 15 January 2013

Reasons:

This is on the basis that this contract is providing value for money, and that FCC Environment has achieved their year two target of a 60% recycling rate at two of the three sites, narrowly missing it by less than 0.7% at the third site, while delivering high quality services for the residents of Medway with high satisfaction levels recorded.

.....
Leader of the Council

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Date

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