

## **Record of Cabinet decisions**

**Tuesday, 2 December 2014**

**3.00pm to 4.33pm**

**Date of publication: 3 December 2014**

**Subject to call-in these decisions will be effective from 11 December 2014  
The record of decisions is subject to approval at the next meeting of the Cabinet**

<b>Present:</b>	Councillor Rodney Chambers, OBE	Leader
	Councillor Alan Jarrett	Deputy Leader and Portfolio Holder for Finance
	Councillor David Brake	Portfolio Holder for Adult Services
	Councillor Howard Doe	Portfolio Holder for Housing and Community Services
	Councillor Phil Filmer	Portfolio Holder for Front Line Services
	Councillor Peter Hicks	Portfolio Holder for Community Safety and Customer Contact
	Councillor Mike O'Brien	Lead Portfolio Holder for Children's Services
	Councillor Kelly Tolhurst	Portfolio Holder for Educational Improvement

<b>In Attendance:</b>	Neil Davies, Chief Executive
	Dr Alison Barnett, Director of Public Health
	Mick Hayward, Chief Finance Officer
	Richard Hicks, Deputy Director, Customer Contact, Leisure, Culture, Democracy and Governance
	Perry Holmes, Assistant Director, Legal and Corporate Services/Monitoring Officer
	Julie Keith, Head of Democratic Services
	Barbara Peacock, Director of Children and Adults Services
	Phil Watts, Finance Manager, Children & Adult Services

### **Apologies for absence**

An apology for absence was received from Councillor Jane Chitty (Strategic Development and Economic Growth).

### **Record of decisions**

The record of the meeting held on 28 October 2014 was agreed and signed by the Leader as correct.

## Cabinet, 2 December 2014

### Declarations of Disclosable Pecuniary Interests and other Interests

#### Disclosable pecuniary interests

There were none.

#### Other interests

Councillor Mike O'Brien (Children's Services (Lead Member)) declared an interest in agenda item 11 (Gateway 3 Contract Award: Danecourt Community Special School – Expansion Works) because members of his extended family worked at the school.

### Capital and Revenue Budget 2015/16

#### **Background:**

This report presented the Council's draft revenue budget for 2015/16. In accordance with the Constitution, Cabinet was required to develop initial budget proposals before finalising the budget and setting council tax levels at the end of February 2015.

The draft budget was based on the principles contained in the Medium Term Financial Plan 2014/2018 approved by Cabinet on 30 September 2014 and reflected the formula grant assumptions for 2015/16 announced as part of the Local Government Finance Settlement 2014/15 and 2015/16 Technical Consultation in July 2014.

It was reported that the initial budget proposals showed a current forecast budget gap of £12.017 million for 2015/16 which would increase to £26.032 million for 2017/18.

It was noted that the Council would not know the definitive position in terms of Government support until the Final Settlement in January 2015, although the provisional settlement due in December would provide greater certainty.

Budget proposals incorporating pressures were set out within the report and accompanying appendices 1a-1c. In relation to the capital budget proposals for 2015/16 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 2015/16 Housing Revenue Account budget.

#### ***Decision number:***      ***Decision:***

**188/2014**      **The Cabinet instructed officers to work with the local MPs and lobby ministers and Government for a more equitable share of resources for Medway.**

## Cabinet, 2 December 2014

- 189/2014**      **The Cabinet instructed officers to continue the work with portfolio holders to come up with solutions to bridge the funding gap.**
- 190/2014**      **The 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 10 February 2015 and formal council tax setting on 26 February 2015.

The timetable for consideration by overview and scrutiny is as follows:

Business Support: 4 December 2014  
Children and Young People: 9 December 2014  
Health and Adult Social Care: 11 December 2014  
Regeneration, Community and Culture: 18 December 2014  
Business Support: 3 February 2015  
Cabinet: 10 February 2015  
Council: 26 February 2015.

### **A Strategy to Reduce Social Isolation in Medway (2014-2018)**

#### **Background:**

This report provided details of the Strategy to Reduce Social Isolation in Medway, which had been identified by the Health and Wellbeing Board as a key priority to tackle during 2014/15. The report provided details of the definition of social isolation and how it differed from loneliness, emphasising that social isolation could have a negative impact on health and wellbeing including an increased risk of dementia, high blood pressure, stress levels, poorer immunity and death.

The Health and Wellbeing Board had determined social isolation as one of its key priorities and would oversee the implementation of the strategy. This strategy had been developed with the overarching aim of preventing and reducing the complex range of harms associated with being socially isolated. In order to achieve this aim, three key strategic themes had been identified;

- Raising awareness
- Action for individuals
- Community Action.

The Health and Wellbeing Board considered the Strategy at its meeting on 21 October 2014 and its comments were set out in paragraph 6 of the report.

## Cabinet, 2 December 2014

A Diversity Impact Assessment had been completed for the strategy and was set out in Appendix 2 to the report. It was recommended that no further action was necessary. The reason for this was due to the strategy not having actions that had negative effects on any of the protected characteristic groups.

**Decision number:**      **Decision:**

**191/2014      The Cabinet approved the Strategy to Reduce Social Isolation 2014-2018 as set out in Appendix 1 to the report.**

### **Reasons:**

The strategy aims to tackle the effects that social isolation can have on our community by raising awareness of the issue, exploring how the council and partners can take action with individuals and ensuring that we work with communities.

### **Framework for Tackling Obesity**

#### **Background:**

This report provided details of a proposal to develop a local framework for tackling obesity, in which the framework would take a whole systems approach to obesity, and be explicit in outlining Medway Council's and key partner's roles in reducing obesity levels in Medway.

The report noted that obesity was a significant and increasing public health issue and was caused by a number of behavioural, biochemical and societal factors. Being obese or overweight impacts on health and social care costs as well as economic costs through loss of productivity. It was noted that reducing obesity levels required a sustained and coordinated approach by a number of local and national agencies.

An Obesity Summit was hosted by the Portfolio Holder for Adult Services and the Chairman of the Health and Wellbeing Board on 3 June 2014. The event was well attended by a large number of private, public and voluntary sector partners who contributed to discussions on the day.

The report provided details of the proposed consultation process, noting that the Framework would be reported back to Cabinet in mid 2015 for final consideration and approval.

**Decision number:**      **Decision:**

**192/2014      The Cabinet noted the outcomes of the childhood obesity peer challenge and obesity summit and agreed to the development of a Tackling Obesity Framework for Medway.**

## Cabinet, 2 December 2014

### Reasons:

The development of a Tackling Obesity Framework for Medway will enable the Council, working with partners, to establish a systematic approach regarding obesity.

### Council Plan - 2014/15 Q2 Performance Monitoring

#### Background:

This report summarised the performance of the Council's Key Measures of Success for July – September (Quarter 2) 2014/15 as set out in The Council Plan 2013/15.

The report included progress reports on performance against 51 Key Measures of Success and 24 Key projects. It also included feedback from the council's customers using GovMetric, a customer satisfaction measurement at the point of contact (phone, web and face to face). The performance results and associated service comments were set out under each of Medway's four key priorities and two values.

The report highlighted the following:

- 69% (29/42) of Council Plan measures were achieving target in Quarter 2.
- 58% (23/40) of Council Plan measures had an improving long trend
- 81% of residents were satisfied with the way the Council ran its services (Tracker)
- 75% of respondents were happy with their contact with the Council (GovMetric)
- The Council had achieved Investors in People Gold award.

#### **Decision number:**      **Decision:**

**193/2014      The Cabinet noted Quarter 2 2014/15 performance against the Key Measures of Success used to monitor progress against the Council Plan 2013/15 and agreed to make improvements as necessary to build on current achievements and deliver remedial action where required.**

#### Reasons:

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

## Cabinet, 2 December 2014

### 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:

194/2014

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

(a) Democratic Services Officer

#### Children and Adults

(b) Placement Officer (Adults)

(c) Data and Management Information Officer

(d) Senior Commissioning Officer x 3.

#### Reasons:

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

### Gateway 1 Procurement Commencement: Rochester Riverside Development Procurement Strategy

#### Background:

This report sought permission to commence the procurement of a development partner to support the delivery of the Rochester Riverside Development. In September 2014 Cabinet approved the adoption of the 2014 Rochester Riverside Development Brief and Masterplan as a Supplementary Planning Document to the Local Plan. The Development Brief established a set of strategic parameters and illustrative guidance to steer the future development of the site, provided planning and design guidance to developers, and would inform future development management decisions.

The report had been approved for submission to Cabinet after review and discussion at Regeneration Community and Culture Directorate Management Team Meeting on 23 October 2014 and Procurement Board on 5 November 2014.

An exempt appendix contained key financial analysis information.

## Cabinet, 2 December 2014

**Decision  
number:**

**Decision:**

**195/2014**

**The Cabinet approved the procurement of a sole development partner, to deliver the Rochester Riverside Development via the EU Competitive Negotiated Procedure with the option of including Stanley Wharf should that be necessary.**

### **Reasons:**

The procurement of a development partner or partners will allow the comprehensive regeneration of Rochester Riverside, one of the Council's key priorities.

### **Combined Gateway 1 Procurement Commencement and Gateway 3 Contract Award: Car Salary Sacrifice Scheme for Employees**

### **Background:**

This report provided details of the Monitoring Officer's decision, in consultation with the Procurement Board, regarding the procurement of a car salary sacrifice scheme for employees for a period of three years, to Tusker Direct, via the Everybody Benefits North Yorkshire County Council framework agreement.

It was noted that the Council was continually seeking to enhance its employee benefit provision and as such the green car salary sacrifice scheme would allow the Council to provide employees with a brand new fully maintained and insured car at a lower cost than they could normally achieve in the retail market. The scheme would not only save money for employees but could also create significant savings for the council too.

The Business Support Directorate Management Team had recommended that this project be approved as a Category B, Medium risk procurement and was considered at the Procurement Board on 8 October 2014 where it was agreed that the report be submitted to Cabinet for information.

An exempt appendix contained key information in respect of the financial analysis of the scheme.

**Decision  
number:**

**Decision:**

**The Cabinet noted the contents of this report.**

### **Reasons:**

The scheme enables staff to be provided with a new low emission car of their choice, fully maintained and insured.

## Cabinet, 2 December 2014

### **Gateway 3 Contract Award: Danecourt Community Special School - Expansion Works**

#### **Background:**

This report sought permission to award a contract for the expansion works at Danecourt Community Special School, Gillingham. This report had been approved for submission to the Cabinet after review and discussion at the Children and Adults Directorate Management Team Meeting on 28 October 2014 and Procurement Board on 5 November 2014.

An exempt appendix contained both information regarding the financial analysis and tender evaluation and award.

#### **Decision number:**

**196/2014**      **The Cabinet approved the award of the contract to carry out the expansion works at Danecourt Community Special School to Bolt and Heeks Construction.**

#### **Reasons:**

The preferred contractor has demonstrated best value to Medway Council to deliver the new accommodation required, to enable 40 additional places to be available from September 2015.

The contract will achieve the outputs and opportunities as identified in section 3 of this report.

### **Gateway 4 Report: Family Group Conference Service**

#### **Background:**

This report provided details of an update as to the progress of the contract currently delivered by Family Action for the provision of family group conferences (FGC). An FGC was a family led approach that enabled family members to reach decisions based on the best interests of a child or vulnerable adult who was at risk. The report provided details of the current service provision and a recent variation to the contract as a consequence of a low rate of referrals to the FGC service.

This report was presented to the Children and Adults Directorate Management Team on the 28 October 2014 and the Procurement Board on 5 November 2014.

An exempt appendix contained key information in relation to whole life costings.



**Cabinet, 2 December 2014**

**Decision  
number:**

**Decision:**

- 197/2014**      **The Cabinet approved an increase to the core payment of Children’s Social Care conferences as set out in paragraph 5.2.2 of the report.**
- 198/2014**      **The Cabinet approved the continuation of the contract duration of 3 years plus the 2 year extension, with an additional gateway report being presented in November 2015 to ensure continued monitoring of the contract.**

**Reasons:**

This will enable the provider to recruit permanent staff and reduce the waiting list for Family Group Conferences.

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**Leader of the Council**

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**Date**

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