

COUNCIL

13 OCTOBER 2016

LEADER'S REPORT

Councillor Alan Jarrett, Leader of the Council, will give a report on key developments since the last ordinary Council meeting on 21 July 2016.

He will include:

- A sustainable Medway Council
- Changes to Local Government
- Skills for the future
- Decisions made by the Cabinet on 9 August 2016, 6 September 2016 and 27 September 2016.

Record of Cabinet decisions

Tuesday, 9 August 2016

3.00pm to 4.08pm

Date of publication: 10 August 2016

Subject to call-in these decisions will be effective from 18 August 2016

Present:	Councillor Alan Jarrett	Leader of the Council	
	Councillor Howard Doe	Deputy Leader and Portfolio Holder for Housing and Community Services	
	Councillor David Brake	Portfolio Holder for Adult Services	
	Councillor Rodney Chambers, OBE	Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships	
	Councillor Jane Chitty	Portfolio Holder for Planning, Economic Growth and Regulation	
	Councillor Phil Filmer	Portfolio Holder for Front Line Services	
	Councillor Adrian Gulvin	Portfolio Holder for Resources	
	Councillor Andrew Mackness	Portfolio Holder for Corporate Services	
	Councillor Rupert Turpin	Portfolio Holder for Business Management	

Cabinet, 9 August 2016

In Attendance: Neil Davies, Chief Executive
Dr Andrew Burnett, Interim
Director of Public Health
Richard Hicks, Director of
Regeneration, Culture,
Environment and
Transformation
Perry Holmes, Chief Legal
Officer/Monitoring Officer
Julie Keith, Head of
Democratic Services
Carrie McKenzie, Head of HR
and Organisational Change
Alex Saul, Democratic
Services Officer
Ian Sutherland, Deputy
Director, Children and Adults
Services
Phil Watts, Chief Finance
Officer

Apologies for absence

An apology for absence was received from Councillor Mike O'Brien.

Record of decisions

The record of the meeting of the Cabinet held on 12 July 2016 was agreed and signed by the Leader as a correct record.

Declarations of disclosable pecuniary interests and other interests

Disclosable pecuniary interests

Councillor Filmer declared an interest in agenda item 13 (Update on Medway Norse) because he was a Director of Medway Norse. He left the room during consideration of this item.

Other interests

Councillor Mackness stated that he would introduce item 12 on the agenda which provided an update on the activities of Medway Commercial Group (MCG) Limited. He declared that he was the Chairman of MCG.

Call-In: Various Land Proposals

Background

This report advised the Cabinet of the outcome of a call-in considered by the Business Support Overview and Scrutiny Committee on 7 July 2016, in relation to Cabinet decision (87/2016) to close, appropriate, declare surplus and dispose of various council owned properties, applying for planning permission and entering into any necessary agreements in relation to the re-provision of services and undertaking the procurement of development/alternative facilities where appropriate.

The report had originally been considered by Cabinet on 7 June 2016 and the Business Support and Overview Scrutiny Committee referred two matters back to Cabinet for reconsideration as set out in the report, in relation to Hook Meadow Community Centre, Library and Changing Rooms and the White Road Community Centre.

Decision number:

Decision:

97/2016

The Cabinet reconsidered decisions 87(iii) and (iv)/2016 and agreed to delegate authority to the Chief Legal Officer, in consultation with the Portfolio Holder for Resources and the Leader;

- To close the Hook Meadow Community Centre, Library and Changing Rooms, Chatham, and declare them surplus, appropriate them and dispose of them on the best terms reasonably obtainable whilst entering into any necessary agreements concerning the re-provision of the community facilities at Hook Meadow, as set out in paragraph 3.3 of the report.**
- To close the White Road Community Centre, Chatham, declare it surplus, appropriate it and dispose of it on the best terms reasonably obtainable whilst entering into any necessary agreements concerning the re-provision of the community facilities on the White Road Community Centre site, as set out in paragraph 3.4 of the report.**

Reasons

To respond to the recommendation from Business Support Overview and Scrutiny Committee to reconsider its decisions in respect of Hook Meadow Community Centre, Library and Changing Rooms and White Road Community Centre.

To reduce revenue costs, obtain capital receipts and to bring forward land for much needed housing development.

Procurement Strategy 2016-21

Background

The purpose of this report was to provide details of the new Procurement Strategy 2016-21 for the Council. The new Strategy reports on the successes of the previous Strategy and maintains targets and expands to include new targets. The challenges of supporting the local economy and delivering value for money remain as valid now as they were in the original strategy and for that reason the new strategy follows a similar format to the previous strategy.

In order to ensure that the Strategy was relevant, the draft strategy had been shared at the annual Meet the Buyer event which was attended by 500 businesses. In addition, the Business Support Overview and Scrutiny Committee undertook pre-decision scrutiny on the Strategy, on 7 July 2016, details of which were set out in paragraph 7 of the report.

**Decision
number:**

Decision:

98/2016

The Cabinet noted the comments made by the Business Support Overview and Scrutiny Committee and approved the procurement strategy 2016-21, as set out in Appendix A of the report.

Reasons

The new Strategy will continue the good work of the previous Strategy but with additional objectives to account for the changing financial and legislative landscape.

Benefit Fraud Sanction Policy

Background

This report sought to establish a policy for the Council's approach to prosecution and other sanctions in respect of housing benefit and residual council tax benefit fraud.

A Diversity Impact Assessment has been carried out on the proposals, as set out in Appendix 2 to the report, which set out the steps which should help mitigate any effects on those in receipt of low income whilst documenting that the process would provide evidence to inform a review of both the policy and supporting DIA in twelve months' time.

Decision

Decision:

Cabinet, 9 August 2016

number:

99/2016 **The Cabinet agreed the Benefit Fraud Sanction Policy as set out in Appendix 1 to the report.**

100/2016 **The Leader agreed that the Employee Delegation Scheme be amended as set out in paragraph 7.2 of the report.**

Reasons

Approval of the Policy will allow the Council to award administrative payments in respect of the overpayment of housing benefits and council tax.

Revenue Budget Monitoring 2016/2017 - Quarter 1

Background

This report detailed the revenue budget forecasts as at the end of June 2016. The report noted that after management action, the forecast outturn for 2016/17 was a potential overspend of £4.37m, with an expectation that this figure will be reduced further as the financial year progresses.

Decision number:

101/2016 **The Cabinet noted the result of the first round of revenue monitoring for 2016/17 and agreed the forecast position and proposed management action.**

Reasons

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

Capital Budget Monitoring 2016/2017 - Quarter 1

Background

This report presents the capital monitoring information for the first quarter of the financial year, including outturn forecasts and reference to any new schemes for approval. The approved capital programme for 2016/17, and future years, is £106.2m, being £85.4m in respect of brought forward schemes and £20.8m of new approvals.

Decision number:

The Cabinet noted the forecasts and the new schemes entering the programme identified in paragraph 4.2 of the

Cabinet, 9 August 2016

report.

102/2016 **The Cabinet agreed the virement requested at paragraph 4.1 of the report and agreed to recommend to Council the new schemes funded from developer contributions, in paragraph 4.3 of the report.**

Reasons

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

Debt Write Offs

Background

This report informed the Cabinet of the level of debt raised, collected and written off, as well as debt outstanding, as required by the constitution on an annual basis. The report provided details of the level of write offs made in respect of income due in respect of the following services;

- Business Rates
- Council Tax
- Housing Rents
- Social Care
- Sundry Debtors
- Car Parking.

The report also provided a summary of the various procedures in place for recovery of all broad categories of debt.

Decision number: ***Decision:***

The Cabinet noted the report.

Reasons

The Cabinet is required to receive this report on annual basis.

The Pentagon Centre and Mountbatten House, Chatham

Background

This report sought delegated authority for officers to complete the variation or surrender/re-grant of the existing head lease of the Pentagon Centre in order to

Cabinet, 9 August 2016

facilitate improvement of the shopping centre and the development of Mountbatten House.

Consultation had taken place with officers from the Regeneration, Culture Environment and Transformation Directorate and no objections had been received.

Decision number: ***Decision:***

103/2016 **The Cabinet agreed to delegate authority to the Chief Legal Officer in consultation with the Leader, the Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships and the Portfolio Holder for Resources to vary or enter into a surrender/re-grant of the existing leases at the Pentagon Centre with grant of a new lease or leases on the best terms reasonably obtainable.**

Reasons

In order to facilitate the development of the Pentagon Centre and Mountbatten House and realise a capital receipt.

Temple Waterfront

Background

This report advised Cabinet of the progress which had been made regarding the regeneration of Temple Waterfront and sought the necessary approvals to allow the disposal of the Council's land, thus facilitating its development. An earlier decision had been made, on disposal of part of this site, at Full Council on 14 January 2010, (item 524 refers.)

Public consultation was undertaken as part of the planning application process and the Council's intention to dispose of open space was advertised in 2012. Further public consultation would take place in respect of the developer obtaining reserved matters approval on the later phases and the proposed disposal of open space would be re-advertised when the extent of the area to be disposed of was clear.

Decision number: ***Decision:***

104/2016 **The Cabinet agreed to delegate authority to the Chief Legal Officer in consultation with the Leader and Portfolio Holder for Resources to:**

Cabinet, 9 August 2016

- **Declare surplus development land within the Council's ownership at Temple Waterfront, so that it can be disposed of on the best terms reasonable obtainable.**
- **Dispose of land at Temple Waterfront on the best terms reasonably obtainable.**
- **Advertise the loss of existing open space in accordance with s123(2A) of the Local Government Act 1972, to consider any objections and to determine whether or not to dispose of the land.**
- **Enter into any necessary agreements with the landowners to facilitate the development, including but not restricted to the variation or release of covenants on the land owned by Morgan Timber.**
- **Enter into any necessary development agreements (including the grant of necessary access or other consents) to facilitate the development.**

Reasons

The disposal of land at Temple Waterfront will generate a capital receipt and provide land for housing and commercial use.

Medway Commercial Group Limited - First Year Quarter 1 Report

Background

This report outlined Medway Commercial Group Limited's (MCG) achievements and performance up to the first quarter in its first year of trading and its plans for future growth and development. The report provided details of the governance arrangements, a summary of operations, the MCG workforce, the corporate client function and the rebate for the Council.

Decision number:

Decision:

The Cabinet noted the achievements and performance of Medway Commercial Group Limited (MCG) for the first quarter of 2016.

Reasons

When Cabinet agreed to establish the Local Authority Trading Company (LATC) it was also agreed that regular monitoring reports would be provided to Cabinet.

Update on Medway Norse

Background

This report outlined the partnership's achievements and performance up to the final quarter in its third year of trading. Medway Norse provides services to the Council in three main areas – facilities management, grounds maintenance and Special Educational Needs (SEN) transport.

The Business Support Overview and Scrutiny Committee considered this report on 7 July 2016. The comments of the committee were set out in paragraph 4 of the report.

Decision number: **Decision:**

The Cabinet noted the partnership's achievements and performance for the final quarter of its third year of trading.

Reasons

When Cabinet agreed to establish the joint venture company it was also agreed that regular monitoring reports would be provided to Cabinet.

Recruitment Freeze

Background

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

Details of the posts were set out within Appendix 1 to the report.

Decision number: **Decision:**

105/2016 The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 to the report:

Business Support Department

- a) Paralegal – Legal Services (People)**
- b) Finance Assistant**

Cabinet, 9 August 2016

Regeneration, Culture, Environment and Transformation

- c) Assistant Director, Front Line Services
- d) PA to the AD Physical and Cultural Regeneration (0.75FTE)
- e) Administration Support Officer x 2
- f) Communications Account Manager x 2

Children and Adults

- g) LAC Health Co-Ordinator

Reasons

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

Gateway 3 Contract Award (Medium Risk): Strood Riverside Flood Defences Work - Preconstruction

Background

This report informed Cabinet of the award of a contract for the Strood Riverside Flood Defences Work – Preconstruction.

In August 2015, an appraisal was carried out to review the flood defence options at the proposed Strood Riverside development site in Canal Road, Strood, and identify a preferred solution.

In order to move the project forward this work needed to be developed to produce a phased detailed design and deliver the construction works.

Procurement Board considered this report on 6 July and the Monitoring Officer agreed the award of this contract.

Decision number: **Decision:**

The Cabinet noted the award of contract to Balfour Beatty plc via the Scape Construction Framework.

Reasons

To ensure the Cabinet is informed of the award of the contract.

Gateway 5 Report (High Risk): Household Waste Recycling Centres Contract

Cabinet, 9 August 2016

Background

This report informed Cabinet of the current delivery performance of the Household Waste Recycling Centre's (HWRC) contractors.

The contract has delivered by the incumbent FCC Environmental, previously known as Waste Recycling Group (WRG).

It was noted that an options report was due to be reported to Cabinet on 27 September 2016 regarding the next HWRC Contract.

Procurement Board considered this report on 6 July and supported the recommendation set out in the report.

Decision number:

Decision:

The Cabinet noted the delivery performance of the HWRC contract.

Reasons

This contract is providing value for money and, that FCC have exceeded their year's target of 60% recycling rate while delivering high quality services for the residents of Medway with high satisfaction levels recorded.

Gateway 5 Report (High Risk): Waste Collection and Disposal Contracts

Background

This report provided an update on progress of the contract currently delivered through the supplier(s) and asked Cabinet to agree to continue the contract to the end of its 2 year extension.

Procurement Board considered this report on 6 July and supported the recommendation set out in the report.

Decision number:

Decision:

106/2016

The Cabinet noted the progress made to date with the collection and disposal contracts and approved the continuation of the current disposal and collection contracts with a requirement for further Gateway 5 reporting at the end of year five.

Reasons

Cabinet, 9 August 2016

The recommendations in paragraph 10 of the report were provided 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.

Further to this, the contract had been well managed by the client department, through the adoption of contract management and the forming of a strong working relationship between Veolia and the Council.

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Leader of the Council

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Date

Wayne Hemingway, Democratic Services Officer
Alex Saul, Democratic Services Officer
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Email: democratic.services@medway.gov.uk

Record of Cabinet decisions

Tuesday, 6 September 2016

4.30pm to 4.45pm

Date of publication: 7 September 2016

**Subject to call-in these decisions will be effective from 15 September 2016
The record of decisions is subject to approval at the next meeting of the Cabinet**

Present:	Councillor Alan Jarrett	Leader of the Council
	Councillor David Brake	Portfolio Holder for Adult Services
	Councillor Rodney Chambers, OBE	Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships
	Councillor Jane Chitty	Portfolio Holder for Planning, Economic Growth and Regulation
	Councillor Phil Filmer	Portfolio Holder for Front Line Services
	Councillor Adrian Gulvin	Portfolio Holder for Resources
	Councillor Andrew Mackness	Portfolio Holder for Corporate Services
	Councillor Rupert Turpin	Portfolio Holder for Business Management

In Attendance: Richard Hicks, Director of Regeneration, Culture, Environment and Transformation
Dr Andrew Burnett, Interim Director of Public Health
Ann Domeney, Interim Deputy Director, Children and Adults Services
Stephanie Goad, Assistant Director Transformation
Wayne Hemingway, Democratic Services Officer
Perry Holmes, Chief Legal Officer/Monitoring Officer
Julie Keith, Head of Democratic Services
Phil Watts, Chief Finance Officer

Apologies for absence

Apologies for absence were received from Councillor Howard Doe (Deputy Leader and Portfolio Holder for Housing and Community Services), Councillor Mike O'Brien (Children's Services) and Neil Davies (Chief Executive).

Record of decisions

The record of the meeting held on 9 August 2016 was agreed and signed by the Leader as a correct record.

Cabinet, 6 September 2016

Declarations of disclosable pecuniary interests and other interests

Disclosable pecuniary interests

There were none.

Other interests

Councillor David Brake (Adult Services) declared an interest in agenda item 4 (Business Rate Relief) because he is the Chairman of the Medway Towns District Scouts Council. He withdrew from the meeting for the discussion and voting thereon.

Councillor Andrew Mackness (Corporate Services) declared an interest in agenda item 4 (Business Rate Relief) because he is the Chairman of the Chatham Maritime Trust. He withdrew from the meeting for the discussion and voting thereon.

Business Rate Relief

Background:

This report proposed a consultation exercise be undertaken on options for a revised set of guidelines for the award of discretionary relief from National Non-Domestic (Business) Rates for charities and other non-profit making organisations.

The current policy for the determination of awards of relief and the guidelines that underpin such awards were set out in a report to Cabinet on 12 March 2013. These guidelines were included at Appendix 1 of the report.

It was noted that at the 8 March 2016 meeting of the Cabinet it had been agreed to rescind the existing guidelines with effect from 31 March 2016 and that Cabinet was to be asked to implement the new guidelines for the award of discretionary relief for charities and other non-profit making organisations to take effect from 1 April 2017, following the proposed consultation.

It was also noted that the results of this proposed consultation would be analysed and considered by a Special Business Support Overview and Scrutiny Committee in early January, before final consideration and the approval of the new scheme by Cabinet on 17 January 2017.

The report recommended that all three options presented in the report be consulted upon with option 2 as the preferred option at this time.

The addendum report detailed the five principles used in designing the guidelines found in Option 2 of the main report, the intention being to give priority to organisations seeking to improve the quality of life for children, the elderly, disabled or otherwise vulnerable members of society. Within this option all charities and community amateur sport clubs would continue to receive their mandatory relief. However, the addendum report also stated the following in regards to Option 2;

- It would take away some support from organisations supporting animal welfare or conservation and those supporting lifestyle choices.

Cabinet, 6 September 2016

- It would not offer any support to organisations supporting heritage and regeneration.
- It would also limit charity shops and cafes to receiving their mandatory relief.

Decision Number: **Decision:**

107/2016 **The Cabinet authorised officers to consult on the three options, including the preferred option, outlined in Section 5 of the report.**

Reasons:

To ensure that consultation is undertaken on the options prior to a final decision.

Government Consultation: 100% Business Rates Retention

Background:

This report detailed the Government consultation that had been commenced on 1 July 2016 on proposals for local authorities and their preceptors to retain 100% of the business rates collected, in return for the cessation of central grant support to local government. The consultation was to examine the impact of the reforms on the balance of local and central accountability, as well as to seek views on the current method of accounting for business rates through the Collection Fund.

The Cabinet considered the 36 consultation questions and the Council's proposed response to each as laid out at Appendix 1 of the report, as well as the range of options for devolution of responsibilities which were summarised in Appendix 2.

The Cabinet also took note of the addendum report which detailed the views of the Business Support Overview and Scrutiny Committee following their consideration of the report on 25 August 2016.

Decision Number: **Decision:**

The Cabinet noted the comments of the Business Support Overview and Scrutiny Committee.

108/2016 **The Cabinet approved the Council's response to the consultation "Self-Sufficient Local Government: 100% Business Rates Retention" as set out in Appendix 1 to the report.**

Reasons:

To ensure that the Council's response to this consultation is submitted before the deadline of 26 September 2016.

Cabinet, 6 September 2016

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).

Details of the posts were set out within Appendix 1 to the report, with two additional posts tabled at the meeting in an addendum report.

Decision number:	Decision
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109/2016	The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 of the main report and as detailed in the addendum report to enable officers to commence the recruitment process:
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Business Support

- a) Paralegal – Legal Services (People)**
- b) Management Accountant**
- c) Management Accountant**
- d) Head of Finance Strategy**

Regeneration, Culture, Environment and Transformation

- e) Communications Account Executive**
- f) Markets Superintendent**

Children & Adults

- g) Admin Support Officer**
- h) Social Worker**
- i) Data and MI Officer.**

Reasons:

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

Cabinet, 6 September 2016

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Leader of the Council

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Date

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Record of Cabinet decisions

Tuesday, 27 September 2016

3.00pm to 4.27pm

Date of publication: 28 September 2016

**Subject to call-in these decisions will be effective from 6 October 2016
The record of decisions is subject to approval at the next meeting of the Cabinet**

Present:	Councillor Alan Jarrett	Leader of the Council
	Councillor Howard Doe	Deputy Leader and Portfolio Holder for Housing and Community Services
	Councillor David Brake	Portfolio Holder for Adult Services
	Councillor Jane Chitty	Portfolio Holder for Planning, Economic Growth and Regulation
	Councillor Phil Filmer	Portfolio Holder for Front Line Services
	Councillor Adrian Gulvin	Portfolio Holder for Resources
	Councillor Andrew Mackness	Portfolio Holder for Children's Services - Lead Member (statutory responsibility, including education)
	Councillor Rupert Turpin	Portfolio Holder for Business Management

In Attendance: Neil Davies, Chief Executive
Dr Andrew Burnett, Interim Director of Public Health
Wayne Hemingway, Democratic Services Officer
Richard Hicks, Director of Regeneration, Culture, Environment and Transformation
Perry Holmes, Chief Legal Officer/Monitoring Officer
Carrie McKenzie, Head of HR and Organisational Change
Alex Saul, Democratic Services Officer
Ian Sutherland, Deputy Director, Children and Adults Services
Phil Watts, Chief Finance Officer

Apologies for absence

Apologies for absence were received from Councillors Rodney Chambers OBE (Inward Investment, Strategic Regeneration and Partnerships) and Martin Potter (Educational Attainment and Improvement).

Cabinet, 27 September 2016

Record of decisions

The record of the meeting held on 6 September 2016 was agreed and signed by the Leader as a correct record.

Declarations of disclosable pecuniary interests and other interests

Disclosable pecuniary interests

Councillor Filmer declared an interest in agenda item 9 (Gateway 1 Procurement Commencement: Household Waste Recycling Centres) because he is a Director of Medway Norse. He left the room during consideration of this item.

Other interests

There were none.

Medium Term Financial Plan 2016-2020

Background:

This report set out the major financial issues facing the Council over the next four years. It also provided a framework for the more detailed preparation of the draft Revenue Budget for 2016/2017.

The report included details of the Council's financial position, together with an overview of the Government's spending plans and the need for the Medium Term Financial Plan. An assessment of likely available resources and details of a number of key spending issues across the Council's directorates were set out in the report and accompanying appendices. It was also noted that Diversity Impact Assessments would be undertaken and reported to Members as part of the budget and service planning process as the quantum of resources and the impact on Council services unfolded.

It was reported that there was a forecast deficit of £11.7 million in 2017/2018.

Decision number: ***Decision:***

- | | |
|-----------------|--|
| 110/2016 | The Cabinet agreed the underlying aims of the Medium Term Financial Plan. |
| | The Cabinet noted the forecast level of overall funding outlined in section 4 of the report; spending priorities in section 5 of the report and the projected budget deficit identified in Table 2 in the report. |
| 111/2016 | The Cabinet agreed that proposals be brought forward, through the financial planning process, to address the deficit. |

112/2016 **The Cabinet agreed to delegate authority to the Chief Finance Officer, in consultation with the Leader, whether to accept the Government's offer of a minimum four year funding settlement, in return for the submission of an efficiency plan based upon the Council's Medium Term Financial Plan.**

Reasons:

This is a preparatory document to meet the budget process and timetable set out within the Constitution.

Medway Special Educational Needs and Inclusion Strategy 2016-2020

Background:

This report provided details of the proposed Medway Special Educational Needs and Inclusion Strategy 2016-2020, the aim of which would be to promote, support and encourage greater inclusion for Medway children and young people with special educational needs and/or disabilities within their local schools and communities, enabling them to have independent living and work skills by the time they reach adulthood.

In addition, the strategy was an integral part of a wider Council strategy on making Medway a more inclusive community, developing resilience and enabling all residents to fulfil their potential.

This report had been considered by the Children and Young People Overview and Scrutiny Committee on 1 September 2016 and its comments were set out in paragraph 7 of the report.

A Diversity Impact Assessment had been carried out on the draft Strategy, as set out in Appendix C to the report. This had indicated there was overall support for the introduction of the Strategy.

Decision number: **Decision:**

The Cabinet noted the comments of the Children and Young People Overview and Scrutiny Committee, as set out in section 7 of the report.

113/2016 **The Cabinet approved the Medway Special Educational Needs and Inclusion Strategy, as set out in Appendix A to the report.**

Reasons:

Approval of the strategy will enable the Council to promote, support and encourage greater inclusion for Medway children and young people with special educational needs and/or disabilities within their local schools and communities, enabling them to have independent living and work skills by the time they reach adulthood.

2016 Annual Review of the School Organisation Plan

Background

This report gave the Cabinet an update on progress that had been made against the School Organisation Plan 2011-16. The report was submitted annually to highlight areas of emerging need and to ensure a sufficient supply of good quality school places was maintained.

The report set out three areas of emerging need, which had been brought to the attention of the Education Funding Agency (EFA);

- primary provision in Strood and Gillingham/Rainham;
- secondary provision in Strood and Rainham;
- special provision for primary Autism Spectrum Disorder (ASD).

The report also highlighted to Cabinet that, overall, in Medway there was potential for a deficit in primary capacity and that additional capacity would be required to meet demand, with reference to individual proposals, as summarised in paragraph 3.11 of the report.

Diversity Impact Assessments would be undertaken on individual proposals brought forwards as a result of actions arising from this report.

***Decision Decision
Number:***

The Cabinet noted the continued excellent progress made against the School Organisation Plan framework, which had ensured that sufficient school places were available to meet the increasing demand.

114/2016 The Cabinet approved the proposal to expand St Mary's Island Primary School from 2FE to 3FE, which will meet demand from new housing, both ongoing and proposed, in the immediate and wider local area, subject to there being no successful free school bid in the area.

115/2016 The Cabinet approved the proposal to expand Halling Primary School to a full 2FE to meet demand and parental preference in the area as a result of significant housing development and the inward movement of families.

116/2016 The Cabinet approved the proposal to expand Riverside

Cabinet, 27 September 2016

Primary School from 1FE to 2FE to mitigate the effect of a number of housing developments planned for the immediate area and the subsequent expected additional demand, subject to there being no successful free school bid in the area.

- 117/2016** The Cabinet authorised officers to commence the consultation, detailed design and procurement processes outlined in decisions 114/2016 to 116/2016 above.
- 118/2016** The Cabinet approved the proposal to establish a Hearing Impaired Unit at Thomas Aveling Secondary Academy, to meet the needs of Medway's secondary aged pupils with hearing impairment, resulting in fewer pupils being placed at out of area provision.
- 119/2016** The Cabinet authorised officers to undertake further feasibility studies as necessary to ensure that forward planning is in place to meet demand as and where it emerges.

Reasons:

To ensure that the Council meets its statutory duty to ensure sufficient good quality school places are available.

Council Plan Quarter 1 2016/17 Performance Monitoring Report

Background

This report summarised the performance of the Council's Key Measures of Success for April-June (Quarter 1) 2015/16 as set out in the Council Plan.

The report and accompanying appendix included progress reports on performance in Quarter 1 2016/17 against these priorities using 32 Key measures of success and 31 Key projects. However, this report was only including information on 22 as 10 of these were either data only, or data was not expected until after the report was published.

The report highlighted the following:

Key Measures of Success:

- 72.7% (16 out of 22) were on target.
- 9.1% (2 out of 22) were just below target
- 18.2% (4 out of 22) were significantly below target.

Results of the Citizen Panel survey: 'how satisfied are you with the way the council runs its services?'

- 62.5% were very or fairly satisfied with the way the Council runs its services

Cabinet, 27 September 2016

- 10.6% were very satisfied.
- 24.9% were neither satisfied nor dissatisfied.
- 11.1% were very or fairly dissatisfied.

Results of the Citizen Panel survey (May 2016): 'do you agree that the council provides value for money services?'

- 53.6% agreed with the statement
- 10.7% disagreed with this statement
- 31.7% neither agreed or disagreed.

The Cabinet Members discussed a number of key highlights for Quarter 1.

It was noted that the report would be considered by the four Overview and Scrutiny Committees during October 2016.

Decision **Decision:**
Number:

The Cabinet noted the Quarter 1 2016/17 performance against the Key Measures of Success used to monitor progress against the Council Plan 2016/17.

The Cabinet noted that the Chief Executive, in consultation with the Portfolio Holder for Resources, had approved the adjustment of Quarter 1 target for performance measure LRCC 4a (Jobs created and safeguarded), from 75 to 35 to reflect the delayed receipt of Locate in Kent data, in accordance with the authority delegated to them at Full Council in February 2016.

Reasons:

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

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).

Details of the post were set out within Appendix 1 to the report.

Cabinet, 27 September 2016

**Decision
number:**

Decision:

120/2016

The Cabinet agreed to unfreeze the following post, as detailed in Appendix 1 to the report:

Children & Adults

- **Admin Support Officer.**

Reasons:

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

Treasury Management Strategy Mid Year Review Report 2016/2017

Background:

The Cabinet agreed to accept this as an urgent item to enable its views to be submitted to Full Council on 13 October 2016.

This report presented the mid-year review of the Treasury Management Strategy 2016/2017, which had been approved by Full Council alongside the Capital and Revenue Budgets on 26 February 2016. This report would also be considered by the Audit Committee on 29 September 2016 prior to final consideration at Full Council on 13 October 2016.

The report included an economic update for the first six months of 2016/2017 and reviewed the Treasury Management Strategy Statement and Annual Investment Strategy; the Council's investment portfolio and borrowing strategy for 2016/2017; a review of any debt rescheduling undertaken during 2016/2017 and, compliance with Treasury and Prudential Limits for 2016/2017.

**Decision
number:**

Decision:

The Cabinet noted the contents of this report.

121/2016

The Cabinet asked Council to note that Cabinet will be bringing forward proposals to the budget meeting in February to review the Council's risk appetite in relation to investments.

Reasons:

In accordance with the Chartered Institute of Public Finance Accountancy's (CIPFA) Code of Practice for Treasury Management, there should be a review of the strategy at least half yearly.

Cabinet, 27 September 2016

Gateway 1 Procurement Commencement: Household Waste Recycling Centres

Background:

This report sought approval to commence the progression of the recommended management option partner for the Household Waste Recycling Centres (HWRCs).

The contract was currently delivered by FCC Environmental and was due to expire on 30 September 2017. This report put forward four options to Cabinet for running the HWRCs post-September 2017.

The report noted that the preferred option (Teckal Exemption) was permissible in accordance with paragraph 1.8.2.8 of the Council's Contract Procedure Rules.

**Decision Decision:
Number:**

122/2016 The Cabinet approved Option 3, in accordance with the Teckal exemption Medway Council can execute with Medway Norse, for the future service delivery of the Household Waste Recycling Centres.

Reasons:

To enable negotiations with Medway Norse to achieve the best outcome for the Council.

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Leader of the Council

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Date

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