

Record of Cabinet decisions

Tuesday, 19 December 2017

3.00pm to 4.07pm

Date of publication: 20 December 2017

**Subject to call-in these decisions will be effective from 3 January 2018
The record of decisions is subject to approval at the next meeting of the Cabinet**

Present:	Councillor Alan Jarrett	Leader of the Council
	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 Adrian Gulvin	Portfolio Holder for Resources
	Councillor Andrew Mackness	Portfolio Holder for Children's Services - Lead Member (statutory responsibility, including education)
	Councillor Martin Potter	Portfolio Holder for Educational Attainment and Improvement
	Councillor Rupert Turpin	Portfolio Holder for Business Management
In Attendance:	Neil Davies, Chief Executive	
	Perry Holmes, Chief Legal Officer/Monitoring Officer	
	Julie Keith, Head of Democratic Services	
	Tomasz Kozlowski, Assistant Director, Physical and Cultural Regeneration	
	Jade Milnes, Democratic Services Officer	
	Ian Sutherland, Director of Children and Adults Services	
	James Williams, Director of Public Health	

Apologies for absence

Apologies for absence were received from Councillors David Brake (Adults' Services), Howard Doe (Deputy Leader and Housing and Community Services) and Phil Filmer (Front Line Services).

Cabinet, 19 December 2017

Record of decisions

The record of the meeting held on 21 November 2017 was agreed and signed by the Leader as a correct record.

Declarations of disclosable pecuniary interests and other interests

Disclosable pecuniary interests

There were none.

Other interests

There were none.

Council Tax Reduction Scheme

Background:

This report provided details of the outcome of the consultation on the proposed changes to the Council Tax Reduction Scheme (CTRS), as agreed by the Cabinet on 11 July 2017.

The proposals consulted on were:

- making amendments to mirror changes to the national housing benefit regulations and prescribed requirements for pension age CTRS claim;
- making amendments in preparation for the full roll out of Universal Credit;
- making amendments for other welfare reforms; and
- introduction of a de-minimus limit.

The report stated that the consultation took place from 11 August 2017 to 6 November 2017. Letters were sent to 20,821 households (all 18,121 CTRS recipients and a random sample of 2,700 non recipients) inviting them to participate in the consultation. The Council received 485 survey questionnaires in response, details of which were set out in paragraphs 3.1.5 and 3.1.6 of the report.

The report concluded that the CTRS should be amended to reflect all those changes consulted upon and summarised in paragraphs 3.1.5 and 3.1.6 of the report, as the need to align all schemes outweighed the arguments for not doing so. The recommendation was also made in the knowledge that the Discretionary Council Tax Relief scheme existed to protect any individuals for whom payment of council tax was causing hardship.

A Diversity Impact Assessment had been undertaken on the proposals as detailed in paragraph 3.6 of the report and Appendix B to the report.

Cabinet, 19 December 2017

Decision number:

Decision:

138/2017

The Cabinet recommended the Council Tax Reduction Scheme to Council for adoption on 25 January 2018, including the amendments to the Scheme set out in paragraph 3.10 of the report.

139/2017

The Cabinet agreed to amend the risk rating for likelihood of an effect on collection, as set out in section 4 of the report from B (High) to D (Low).

Reasons:

The amended scheme continues to balance the need for supporting those currently in receipt of CTRS and the ability of the Council to fund the scheme within the current budgetary constraints.

The changes will align the working-age scheme with the pensioner scheme and other welfare benefits.

The Council's Council Tax Discretionary Relief scheme provides additional support in the case of hardship.

School Admission Arrangements 2019

Background:

This report provided details of the outcome of the consultation on the co-ordinated admission schemes and arrangements for primary and secondary schools for September 2019.

The proposed changes to primary and secondary admissions were set out in paragraph 3 of the report. The Council had received one response to the consultation. This representation agreed with the proposals.

The Children and Young People Overview and Scrutiny Committee considered this report on 5 December 2017 and its comments were set out in paragraph 7 of the report. The Cabinet asked for it to be placed on record that the second sentence of paragraph 7.2.1 of the report should read as follows:

'The Programme Lead - School Services noted that under the Greenwich Judgement, priority could **not** be given to Medway children over Kent children and unless there was an ease of access area, distance would be the prevailing criterion.'

A Diversity Impact Assessment had been undertaken on the proposals as set out in Appendix 2 to the report.

**Decision
number:**

Decision:

The Cabinet noted the outcome of the consultation process as set out in section 6 to the report and the comments of the Children and Young People Overview and Scrutiny Committee, as set out in Section 7 to the report.

140/2017

The Cabinet approved the proposed 2019 admissions arrangements and schemes set out in Appendix 1 to the report.

Reasons:

The Council is required to undertake a detailed consultation exercise prior to the determination of its school admission arrangements and schemes. The decisions take into account the response from consultation.

Overnight Short Breaks Provision for Children with Special Educational Needs and Disabilities - Outcome of the Consultation and Business Case

Background:

This report provided results of the recent consultation concerning the proposed relocation of overnight short break services from Aut Even to Parklands and also provided a business case which demonstrated how the relocation would be beneficial to all stakeholders.

The Cabinet had agreed to consult on the proposals on 4 April 2017. The outcome of consultation was summarised in section 4 of the report and full details were set out in Appendix 1 to the report. It was noted that 27 questionnaires were returned and 12 people had attended open meetings. The report stated that there were not any overwhelming issues to prevent the proposals being taken forward.

The Children and Young People Overview and Scrutiny Committee considered this report on 5 December 2017 and its comments were set out in section 8 of the report.

A Diversity Impact Assessment had been undertaken on the proposals, as set out in Appendix 2 to the report.

**Decision
number:**

Decision:

The Cabinet noted the outcome of the consultation process, as set out in section 4 and Appendix 1 of the report and the comments of the Children and Young People Overview and Scrutiny Committee, as set out in section 8 to the report.

Cabinet, 19 December 2017

- 141/2017** The Cabinet agreed to relocate the Overnight Short Breaks Service from Aut Even to Parklands, as set out in the business case at Appendix 3 of the report, subject to approval of the proposals by Medway Clinical Commissioning Group.
- 142/2017** The Cabinet agreed to a further report being presented to the Cabinet setting out the business case for the future use of Aut Even in more detail, which will include potential use for supported accommodation and other options.
- 143/2017** The Cabinet agreed to delegate authority to the Director, Children and Adults Services, in consultation with the Portfolio Holder for Children's Services (Lead Member), to consider and authorise the provision of a seventh room at Parklands, if this is feasible and can be contained within existing budget provision.

Reasons:

This decision will ensure that Medway is able to improve the support it provides to children with disabilities and their families.

Providing early support and low level intervention will reduce the need for emergency and long term placements and can contribute towards cost savings across a range of services.

The decision to move the overnight short breaks service from Aut Even to Parklands will enhance the service currently provided and enable the service to expand, thereby providing additional support to children with disabilities and their families. Any changes to the service will need to be approved by the Cabinet and Medway Clinical Commissioning Group, as it is a jointly funded provision.

Sufficiency Statement 2017

Background:

This report provided details of the annual refresh of the statutory Sufficiency Statement. This detailed how Medway Council, through working with all its partner agencies, would meet the placement needs of current and future Children in Care and Care Leavers, and improve their outcomes in light of the Council's understanding of their needs and current provision.

The report stated that after peaking in 2015, the numbers of new Looked After Children had reduced across all age groups except the cohort aged 16+. However, the numbers in the 16+ age group were so small that any fluctuation was highly visible and did not indicate any particular trend. It was concluded, therefore, that overall, the numbers of new entrants into care was reducing in line with the policy of strengthening families and building resilience in the community.

Cabinet, 19 December 2017

The Children and Young People Overview and Scrutiny Committee considered this report on 5 December 2017 and its comments were set out in section 6 of the report.

Decision number: **Decision:**

The Cabinet noted the comments of the Children and Young People Overview and Scrutiny Committee, as set out in section 6 of the report.

The Cabinet noted the updated Medway Sufficiency Report 2016/2017, as set out in Appendix A to the report.

Reasons:

Publication of the updated Sufficiency Strategy will enable the Council to fulfill its statutory requirement to take steps to secure, so far as is reasonably practicable, sufficient accommodation for Children in Care within the local area and will enable Medway to act strategically to address gaps in provision.

Annual Report - Fostering Service

Background:

This report provided details of the work completed by the Medway Council Fostering Service over the last year. It also set out how the in-house Fostering Service had met the needs of Medway's Looked After Children and established the work planned for the following year.

The report covered fully the service and its development in 2016/17, and provided a number of highlights, as set out in paragraph 3.1 of the report.

The Children and Young People Overview and Scrutiny Committee considered this report on 5 December 2017 and its comments were set out in section 6 of the report.

Decision number: **Decision:**

The Cabinet noted the comments of the Children and Young People Overview and Scrutiny Committee with thanks, as set out in section 6 of the report.

The Cabinet noted the Fostering Service Annual Report 2016-17, as set out at Appendix 1 of the report and commended the Fostering Service for its achievements.

Reasons:

The National Minimum Standards for Fostering (2011) require that Fostering Agencies report the activity of the fostering service to its governing bodies.

Local Plan: Authority Monitoring Report

Background:

This report provided details of the annual Medway Authority Monitoring Report (MAMR) and included an assessment of development trends and wider social, economic and environmental indicators, together with progress on the preparation of a new Medway Local Plan.

The report provided highlights of the MAMR, further details of which were set out in Volume 1 (Appendix 1 to the report). Appendix 2 to the report provided details of the Medway Local Aggregate Assessment 2016.

Decision number:

144/2017 The Cabinet approved the 2017 Medway Authority Monitoring Report for publication.

Reasons:

To comply with the duty to compile and publish a planning monitoring report.

Innovation Park Medway Delivery Board

Background:

This report provided details of the proposed establishment of the Innovation Park Medway Delivery Board as a Cabinet Advisory Group.

The report stated that the establishment of the Innovation Park Medway Delivery Board was a requirement under the North Kent Enterprise Zone Memorandum of Understanding with the Secretary of State for Communities and Local Government. As such, it was proposed that the remit of the board, constituted as a Cabinet Advisory Group would be to:

- keep under review strategies to regenerate the Rochester Airport site;
- coordinate regeneration initiatives, projects and funding streams related to Innovation Park Medway and the Rochester Airport site;
- make recommendations on external funding opportunities;
- ensure all appropriate development opportunities are appraised and pursued as appropriate;
- progress development of Innovation Park Medway as appropriate; and
- ensure a positive message regarding Innovation Park Medway is effectively communicated.

The report also stated that recommendations would either be implemented under existing officer delegations or referred for decision by the Council, Leader and Cabinet or other Committees as appropriate and in accordance with legal and constitutional provisions.

Cabinet, 19 December 2017

**Decision
number:**

Decision:

145/2017

The Cabinet approved the establishment of the Innovation Park Medway Delivery Board as a Cabinet Advisory Group, with the Terms of Reference and proposed membership, as set out in Appendix 1 to the report.

146/2017

The Cabinet agreed to delegate authority to the Chief Executive to finalise the membership of the Innovation Park Medway Delivery Board, in consultation with the Leader.

Reasons:

An Innovation Park Medway Delivery Board will provide improved coordination and oversee progress of the regeneration at Rochester Airport and development of Innovation Park Medway, ensuring that the aspirations for the site can be achieved.

Medway Norse Update

Background:

This report outlined the achievements and performance of Medway Norse for the second quarter of the year.

It was noted that Medway Norse now provided services to the Council in three main areas: facilities management, grounds maintenance and Special Educational Needs (SEN) transport. The report gave details of these areas of operation, together with information relating to governance, local business participation, the corporate client function and the rebate for the Council.

The Business Support Overview and Scrutiny Committee considered this report on 30 November 2017, details of which were set out in section 4 of the report.

The Cabinet placed on record its thanks to the current Managing Director of Medway Norse, who was leaving the position.

**Decision
number:**

Decision:

The Cabinet noted the comments of the Business Support Overview and Scrutiny Committee as set out in section of the report.

The Cabinet noted the report.

Cabinet, 19 December 2017

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:

147/2017 **The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 to the report.**

Business Support Department

a) Senior Valuation Surveyor;

Children and Adults

b) Senior Admin Support Officer; and

c) Practice Support Officer.

Reasons:

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

Gateway 3 Contract Award: Adult Substance Misuse Specialist Treatment Services Recommissioning

Background:

The Cabinet accepted this report as urgent for the reasons specified in paragraph 1.4.2 of the report.

This report provided details of the outcome of the procurement process for the award of contracts for adult substance misuse specialist treatment services, as set out in paragraph 1.2.3 of the report.

An Exempt Appendix provided information in respect of the financial analysis and the evaluation and award.

The Council's decision to award these contracts would be subject to observing the procurement standstill period of a minimum of 10 days in accordance with the

Cabinet, 19 December 2017

requirements of the Public Contracts Regulations 2015. The Council would be unable to enter into the contracts before the end of the standstill period.

Decision number: **Decision:**

148/2017 **The Cabinet approved the award of these contracts as follows:**

- **Lot 1 Engagement, Assessment, Stabilisation and Treatment Service to Turning Point Services Ltd.**
- **Lot 2 Wellbeing and Recovery Service to Open Road Solutions Ltd.**

Reasons:

The procurement will provide the opportunity to deliver improved Substance Misuse services whilst performing against Council strategic objectives including local and national public health obligations.

Gateway 3 Contract Award: Provision of Medway Integrated Children's Community Health Services for Medway

Background:

The Cabinet accepted this report as urgent for the reasons specified in paragraph 1.4.2 of the report.

This report provided details of the outcome of the procurement process, jointly undertaken with NHS Medway Clinical Commissioning Group for the award of contracts for integrated children's community health services.

An Exempt Appendix provided information in respect of the financial analysis, the evaluation and award and Regulation 84 report.

The Council's decision to award this contract would be subject to observing the procurement standstill period of a minimum of 10 days in accordance with the requirements of the Public Contracts Regulations 2015. The Council would be unable to enter into the contract before the end of the standstill period.

Decision number: **Decision:**

149/2017 **The Cabinet approved the award of the contract for the provision of Medway Integrated Children's Community Health Services to Medway Community Healthcare (MCH).**

Cabinet, 19 December 2017

Reasons:

Tenders have been evaluated and moderated, and the successful bidder has submitted the most economically advantageous tender.

The joint procurement has been fully informed and shaped by a wide range of service users and practitioners from across Medway and some national bodies. All parties felt the proposed outcomes focussed model of integration was good and would ensure improved outcomes for local children, young people and families.

The award is expected to ensure that families in Medway are better served by a new integrated Child Health Service and Medway Council's Universal Child Health services will be closely aligned to the specialist provision commissioned by NHS Medway CCG.

.....
Leader of the Council

.....
Date

Wayne Hemingway/Jade Milnes, Democratic Services Officers

Telephone: 01634 332509/332008
Email: democratic.services@medway.gov.uk

This page is intentionally left blank