

# **COUNCIL**

**10 OCTOBER 2019**

## **LEADER'S REPORT**

Councillor Alan Jarrett, Leader of the Council, will give a report on key developments since the last ordinary Council meeting on 18 July 2019.

He will include:

- HMS Medway
- Children's Services
- Regeneration
- Decisions made by the Cabinet on 6 August 2019, 3 September 2019 and 24 September 2019.



# Record of Cabinet decisions

**Tuesday, 6 August 2019**

**3.02pm to 4.22pm**

**Date of publication: 7 August 2019**

**Subject to call-in these decisions will be effective from 15 August 2019  
The record of decisions is subject to approval at the next meeting of the Cabinet**

<b>Present:</b>	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 Adults' 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 Mrs Josie Iles	Portfolio Holder for Children's Services – Lead Member (statutory responsibility)
	Councillor Martin Potter	Portfolio Holder for Education and Schools

**In Attendance:** Neil Davies, Chief Executive  
Richard Hicks, Director Regeneration, Culture, Environment and Transformation and Deputy Chief Executive  
Perry Holmes, Chief Legal Officer/Monitoring Officer  
Julie Keith, Head of Democratic Services  
Jade Milnes, Democratic Services Officer  
Ian Sutherland, Director of People - Children and Adults Services  
Phil Watts, Chief Finance Officer

## **Apologies for absence**

An apology for absence was received from Councillor Turpin.

## Cabinet, 6 August 2019

### Record of decisions

The record of the meeting held on 9 July 2019 was agreed by the Cabinet and signed by the Leader as a correct record.

### Declarations of Disclosable Pecuniary Interests and Other Significant Interests

#### Disclosable pecuniary interests

There were none.

#### Other significant interests (OSIs)

In relation to item 4 (Planning Policy Update) Councillor Doe declared an interest as Director of Medway Development Company and relied on a dispensation granted by the Councillor Conduct Committee to enable him to take part in the discussion and vote on this item.

In relation to item 7 (Medway Commercial Group Ltd – Six Monthly Report) Councillor Doe declared an interest as Chairman and Director of Medway Commercial Group and relied on a dispensation granted by the Councillor Conduct Committee to enable him to take part in the discussion and vote on this item.

In relation to item 9 (Capital Budget Monitoring 2019/20 – Round 1) Councillor Doe declared an interest as Director of Medway Development Company and relied on a dispensation granted by the Councillor Conduct Committee to enable him to take part in the discussion and vote on this item.

In relation to item 4 (Planning Policy Update) Councillor Gulvin declared an interest as Director of Medway Development Company and relied on a dispensation granted by the Councillor Conduct Committee to enable him to take part in the discussion and vote on this item.

In relation to item 9 (Capital Budget Monitoring 2019/20 – Round 1) Councillor Gulvin declared an interest as Director of Medway Development Company and relied on a dispensation granted by the Councillor Conduct Committee to enable him to take part in the discussion and vote on this item.

#### Other interests

There were none.

### Planning Policy Update

#### Background:

This report provided an update on the preparation of the Medway Local Plan, including a revision to the Local Development Scheme set out at Appendix A to the report. This document had been updated to reflect a revised timetable and programme for the preparation of the Local Plan owing to the Housing Infrastructure

## Cabinet, 6 August 2019

Fund (HIF) bid process. It was noted that the Plan period needed to be extended beyond 2035 to ensure that the Plan looked forward at least fifteen years on adoption. It was proposed to project the Plan period to 2037, and housing requirements and evidence base work would be updated accordingly.

The report stated that the Planning Service had worked on a number of reports and evidence base documents to support the preparation of the Plan, and to inform the direction taken on the emerging development strategy and policies. This included the Chatham, Gillingham and Strood Town Centre Masterplans and Delivery Strategies, set out at Appendices B-D to the report within Supplementary Agenda No.1. It was proposed that these documents be published for consultation, so that comments could be considered in the content of the draft Plan. The outcomes of the consultation would be recorded and presented to the Cabinet with the supporting documents for the draft Local Plan, together with further advice on the status of the guidance for the town centres.

The report also presented the first Housing Delivery Test Action Plan, set out at Appendix E to the report. This was a new requirement from government in areas where housebuilding had not reached the identified levels of housing needed. The Council was required to publish this Action Plan by 18 August 2019.

The final strand of the report concerned neighbourhood planning activities in Medway, and specifically considered the proposal to designate a Neighbourhood Area and Neighbourhood Forum at Chatham (Arches) for the purpose of preparing a Neighbourhood Plan. Information on the proposal, including the definition of the area to be covered by the neighbourhood plan and membership of the forum was set out at Appendix F to the report.

The consultation on the proposed Neighbourhood Area and Neighbourhood Forum at Chatham (Arches) concluded on the 2 August 2019. With reference paragraphs 2.19 and 6.2 to the report, the Portfolio Holder for Planning, Economic Growth and Regulation confirmed that no comments had been received and therefore proposed a revision to the recommendation set out at paragraph 9.1.4 to the report which requested the Cabinet to approve the designation.

A Diversity Impact Assessment had been carried on the proposed Local Development Scheme and was attached as Appendix G to the report.

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

- |                |  |
|----------------|--|
| <b>87/2019</b> | <b>The Cabinet approved the Medway Local Development Scheme, 2019, as set out at Appendix A to the report, as an updated programme for the preparation of the Medway Local Plan, to take effect from 15 August 2019.</b> |
| <b>88/2019</b> | <b>The Cabinet approved the publication of the draft town centre masterplans as set out at Appendix B, Appendix C and Appendix D to the report for consultation.</b>   |

## Cabinet, 6 August 2019

- 89/2019**      **The Cabinet approved the publication of the Medway Housing Delivery Test Action Plan, 2019, as set out at Appendix E to the report.**
- 90/2019**      **The Cabinet approved the designation of the proposed Neighbourhood Area and Neighbourhood Forum for Arches (Chatham), as set out at Appendix F to the report.**

### **Reasons:**

Approval of the Medway Local Development Scheme, 2019, will provide clarity on an updated programme for the preparation of the Medway Local Plan.

Approval for the publication of the draft town centre masterplans as set out at Appendix B, Appendix C and Appendix D to the report for the purposes of consultation will support the preparation of the draft Local Plan.

Approval for the publication of the Medway Housing Delivery Test Action Plan, 2019 will enable the Council to meet the requirements set by government.

Approval of the application to designate a Neighbourhood Area and Neighbourhood Forum for Arches (Chatham), subject to the satisfactory conclusion of the consultation, will meet the legal requirements in the neighbourhood planning process.

### **Request to Consult on Proposals to Restructure Alternative Provision in Medway**

#### **Background:**

This report provided details of a proposal to restructure Alternative Provision in Medway, which had been developed in response to an exercise undertaken during 2018 by Local Authority officers and headteachers to assess how the Local Authority could support schools to retain more children and young people with additional needs or behavioural difficulties who were at risk of exclusion or placement breakdown within mainstream schools. Section 3 of the report explained the current arrangements for Alternative Provision in Medway and section 4 of the report outlined areas for further action.

The report stated that delivery of the recommendations required a restructure of the organisation, governance and capacity of Medway's Alternative Provision. The proposals were:

- to amalgamate Will Adams and The Rowans into an all-through provision, initially on a split site and over time to merge onto a single site at The Rowans; and
- this would be achieved by the technical closure of Will Adams and the expansion of The Rowans.

## Cabinet, 6 August 2019

The report stated that the Council would be the decision maker on the proposals to close Will Adams and the Regional Schools Commissioner (RSC) would be the decision maker on the expansion of The Rowans.

It was proposed, subject to the outcome of the period of consultation, to formally implement the changes during or after the summer term 2020.

A Diversity Impact Assessment (DIA) had been undertaken on these proposals and was set out as Appendix 1 within Supplementary Agenda No.2.

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

**91/2019**      **The Cabinet instructed the Director of People - Children and Adults Services to commence the period of consultation for the proposed changes which will result in a restructure of Alternative Provision in Medway as set out in paragraph 5.2 of the report.**

**Reasons:**

Approval to proceed to a period of consultation will ensure the Council has considered the views of stakeholders when making changes to service delivery.

**Request to Consult on Proposals to Amalgamate Park Wood Infant and Park Wood Junior Schools**

**Background:**

This report provided details of the proposals to amalgamate Park Wood Infant and Junior Schools by way of statutory prescribed alterations. The report explained that the schools had stated that they wished to amalgamate. As community schools, they had requested that the Local Authority made the statutory proposal on their behalf. The amalgamation process would be led by the Local Authority, who would also be the decision maker.

The proposals were:

- to change the upper age range at Park Wood Infant School from 7 to 11 years old, to enable them to admit the older children from the junior school;
- the enlargement of the premises at Park Wood Infant School to enable it to incorporate the buildings currently occupied by Park Wood Junior School; and
- the closure of Park Wood Junior School.

It was proposed, subject to the outcome of the period of statutory representation, to formally implement the changes on 1 September 2020, when the school would become known as Park Wood Primary School.

A Diversity Impact Assessment (DIA) would be completed after the informal consultation and would accompany the outcomes of consultation report.

## Cabinet, 6 August 2019

**Decision  
number:**

**Decision:**

**92/2019**

**The Cabinet instructed the Director of People – Children and Adults Services to commence the period of informal consultation for the proposed changes to Park Wood Infant and Park Wood Junior Schools, as set out in paragraph 3.1 of the report.**

**Reasons:**

Approval to proceed to a period of informal consultation will ensure the Council complies with its duty to follow the prescribed consultation process when proposing changes to schools.

### **Medway Commercial Group Ltd - Six Monthly Report**

**Background:**

This report outlined Medway Commercial Group (MCG) Limited's achievements and performance over the past eight months. The report explained that a review of the company and its trading had been undertaken.

As a result of this review, the report proposed changes within the governance and Board structure of the LATCo, which were explained in detail in section 3.1 of the report. It was also proposed that the Assistant Director Transformation be designated as client representative to improve the two way communication between the MCG Board and Medway Council Corporate Management Team and Elected Members.

The report stated that there was a clear business case for continuing to operate the four key business areas within MCG. In addition, a clear process had been established to ensure any additional work to be undertaken by MCG would be agreed by the Board after seeing and approving a return on investment business case. The ongoing priorities of MCG were set out in section 3.5 of the report.

**Decision  
number:**

**Decision:**

**The Cabinet noted a review has been undertaken led by the Chairman of MCG, Councillor Howard Doe, and the subsequent actions taken to improve Medway Commercial Groups operating procedures and financial position.**

**93/2019**

**The Cabinet agreed that the proposed changes to the governance arrangements and the MCG Board are needed, and approved the designation of the client representative as the Assistant Director Transformation.**

**The Cabinet noted that an updated business plan will be**



## Cabinet, 6 August 2019

presented for approval at a future meeting.

### Reasons:

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

### Revenue Budget Monitoring 2019/20 - Round 1

#### Background:

This report presented the results of the first round of revenue budget monitoring 2019/20. The report noted that, after management action, the forecast outturn for 2019/20 represented a forecast pressure of £6.262 million. Management action plans were being formulated by directorate management teams and it was anticipated that this figure would be reduced significantly as the year progresses.

The report set out an explanation of the pressures being faced and the corrective management action proposed by directorate management teams. The report also provided details of irrecoverable debts which had been incurred and were required to be written off with no impact on the revenue budget monitoring.

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

**The Cabinet noted the results of the first round of revenue budget monitoring for 2019/20.**

**The Cabinet noted the proposed variation and addition to the charges for Private Sector Housing Enforcement set out at paragraph 5.3.7 of this report.**

**94/2019      The Cabinet approved the write-off of the three irrecoverable sums against the corporate bad debt provision of £145,729.98; £115,223.47 and £106,932.13, as detailed in sections 4.2.7, 5.3.6 and 5.3.9 of this report.**

#### Reasons:

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

### Capital Budget Monitoring 2019/20 - Round 1

#### Background

This report presented the results of the first round of the Council's capital budget monitoring for the financial year 2019/20. The approved capital programme for 2019/20 was £281.369 million.

## Cabinet, 6 August 2019

**Decision number:**

**Decision:**

The Cabinet noted the results of the first round of capital budget monitoring for 2019/20.

**95/2019** The Cabinet agreed to recommend to Full Council that the S106 and revenue contribution identified to fund the overspend on the Family Hubs and Wellbeing Centre scheme is added to the capital programme, as set out at paragraph 3.3 of the report.

**96/2019** The Cabinet agreed to recommend to Full Council that the capital programme is reduced by £1.339 million, as outlined at paragraph 3.10 of the report.

### Reasons

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

### Recruitment Freeze

#### Background:

This report presented information on a number of 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.

**Decision number:**

**Decision:**

**97/2019** The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 to the main report:

#### Business Support Department

- a) Electoral Services Manager
- b) Mayor's PA
- c) Civic and Ceremonial Officer
- d) Technical Finance Officer
- e) Capital Projects Manager
- f) Buildings FM and Compliance Manager
- g) Senior Information Governance Officer

#### Children and Adults

- h) Executive Support Assistant to the Director, People – Children and Adults

**Cabinet, 6 August 2019**

**Public Health**

- i) Workforce Training & Projects Officer**

**Regeneration, Culture, Environment and Transformation**

- j) Workforce Development Assistant**
- k) Bird Wise Seasonal Ranger**
- l) Business Intelligence Analyst**

**Reasons:**

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

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**Leader of the Council**

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**Date**

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# Record of Cabinet decisions

**Tuesday, 3 September 2019**

**3.00pm to 3.25pm**

**Date of publication: 4 September 2019**

**Subject to call-in these decisions\* will be effective from 12 September 2019**

**\*Please note that decision no. 100/2019 will take immediate effect as the provision to call this decision in has been waived in accordance with rule 15.11 of Chapter 4, Part 5 of the Constitution**

**The record of decisions is subject to approval at the next meeting of the Cabinet**

<b>Present:</b>	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 Adults' 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 Mrs Josie Iles	Portfolio Holder for Children's Services – Lead Member (statutory responsibility)
	Councillor Martin Potter	Portfolio Holder for Education and Schools
	Councillor Rupert Turpin	Portfolio Holder for Business Management
<b>In Attendance:</b>	Neil Davies, Chief Executive	
	Wayne Hemingway, Principal Democratic Services Officer	
	Richard Hicks, Director Regeneration, Culture, Environment and Transformation and Deputy Chief Executive	
	Perry Holmes, Chief Legal Officer/Monitoring Officer	
	Julie Keith, Head of Democratic Services	
	Ian Sutherland, Director of People - Children and Adults Services	
Phil Watts, Chief Finance Officer		

## Cabinet, 3 September 2019

### Apologies for absence

There were none.

### Record of decisions

The record of the meeting held on 6 August 2019 was agreed by the Cabinet and signed by the Leader as a correct record.

### Declarations of Disclosable Pecuniary Interests and Other Significant Interests

#### Disclosable pecuniary interests

There were none.

#### Other significant interests (OSIs)

There were none.

#### Other interests

There were none.

### Recruitment Freeze

#### Background:

This report presented information on a number of 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.

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

**98/2019**

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

**The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 to the main report:**

#### **Business Support Department**

- a) Legal Support Assistant**
- b) Paralegals (x2)**
- c) Management Accountant – Social Care**
- d) Management Accountant – RCET**

#### **Children and Adults**

- e) QA Officer**
- f) Meeting Support Officer – Children's**
- g) Personalisation and Client Finance Lead**

## **Cabinet, 3 September 2019**

### **Public Health**

#### **h) Social Prescribers (x3)**

### **Regeneration, Culture, Environment and Transformation**

#### **i) Data and Systems Officer.**

#### **Reasons:**

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

#### **Ofsted Inspection of Medway's Children's Services**

#### **Background:**

The Cabinet accepted this report as urgent to enable it to formally receive and consider the outcome of the inspection and the statutory direction at the earliest opportunity.

This report provided details of the outcome of the Ofsted Inspection of Local Authority Children's Services (ILACS) which took place in Medway from 15 to 26 July 2019. The report also set out information relating to the statutory direction issued by the Department for Education (DfE) and gave an overview of the completed and planned actions.

The report stated that the inspection found the overall effectiveness of Children's Services to be inadequate. Ofsted's published report identified 10 areas for improvement as set out in paragraph 3.2 of the report, as well as highlighting some strengths, as set out in paragraph 3.3 of the report. Ofsted also recognised that the service had 'committed workers and frontline managers who strive to provide children with a good service' and that morale was high amongst frontline practitioners and their managers.

The report stated that following the publication of Ofsted's report, the DfE had issued a statutory direction to Medway Council due to poor performance in Children's Social Care Services. As such, an independent Children's Services Commissioner had been appointed by the Secretary of State. The Commissioner's remit was set out in paragraph 4.4 of the report.

In addition, the report provided details of progress made since the inspection, as set out in section 6 of the report. In particular, the Council was required to submit an Action Plan to Ofsted by 28 November 2019, whilst the Children's Services Commissioner was required to report to the Parliamentary Under Secretary of State for Children and Families by 1 December 2019.

## Cabinet, 3 September 2019

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

The Cabinet noted the content of this report and improvement steps taken so far.

The Cabinet noted that a further report will be submitted to the Cabinet in December 2019 subject to the receipt of the feedback from the Children's Services Commissioner to the Secretary of State.

### Reasons:

To formally notify the Cabinet of the outcome of the inspection.

To ensure the Cabinet is informed of the feedback from the Children's Services Commissioner.

### Exclusion of the Press and Public

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

**99/2019**      The Cabinet agreed to exclude the press and public from the meeting during consideration of agenda item 7 (Council Response to Draft Further Report from the LGO Re: Mainstream Home to School Transport Decision and Policy) because consideration of this matter in public would disclose information falling within paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 as specified in agenda item 6 (Exclusion of the Press and Public) and, in all the circumstances of the case, the Cabinet considered that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

### Council Response to Draft Further Report from the LGO Re: Mainstream Home to School Transport Decision and Policy

#### Background:

The Cabinet accepted this exempt report as urgent to enable the Council's response to be submitted to the Local Government and Social Care Ombudsman (LGO) by 12 September 2019.

This exempt report provided details of a draft further report submitted by the LGO in response to the decisions of the Cabinet on 11 June 2019 to approve the continued use and application of the Council's current Education Travel Assistance Policy.



## Cabinet, 3 September 2019

It was noted that in line with rule 15.11 of Chapter 4, Part 5 of the Constitution, call in could be waived where any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests. In this case, the deadline for the submission of the Council's response to the LGO was 12 September 2019. The Chairman of the Children and Young People Overview and Scrutiny Committee agreed that the decisions proposed were reasonable in all the circumstances and to them being treated as a matter of urgency and to waive call in.

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

**100/2019**      **The Cabinet reviewed the draft further report from the Local Government and Social Care Ombudsman and approved the proposed response, as set out in Appendix 6 to the exempt report.**

**101/2019**      **The Cabinet agreed that decision no.100/2019 is considered urgent and therefore should not be subject to call in.**

**Reasons:**

This is set out in paragraph 9.1 of the exempt report.

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**Leader of the Council**

.....  
**Date**

**Wayne Hemingway, Principal Democratic Services Officer**

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# Record of Cabinet decisions

**Tuesday, 24 September 2019**

**3.00pm to 4.15pm**

**Date of publication: 25 September 2019**

**Subject to call-in these decisions will be effective from 3 October 2019  
The record of decisions is subject to approval at the next meeting of the Cabinet**

<b>Present:</b>	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 Adults' 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 Mrs Josie Iles	Portfolio Holder for Children's Services – Lead Member (statutory responsibility)
	Councillor Martin Potter	Portfolio Holder for Education and Schools
	Councillor Rupert Turpin	Portfolio Holder for Business Management

**In Attendance:** Neil Davies, Chief Executive  
Richard Hicks, Director Regeneration, Culture, Environment and Transformation and Deputy Chief Executive  
Perry Holmes, Chief Legal Officer/Monitoring Officer  
Teri Reynolds, Democratic Services Officer  
Phil Watts, Chief Finance Officer  
James Williams, Director of Public Health

## **Apologies for absence**

An apology for absence was received from Councillor Rodney Chambers OBE (Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships).

## **Record of decisions**

The record of the meeting held on 3 September 2019 was agreed by the Cabinet and signed by the Leader as a correct record.

## **Declarations of Disclosable Pecuniary Interests and Other Significant Interests**

### Disclosable pecuniary interests

There were none.

### Other significant interests (OSIs)

In relation to item 12 (Medway Development Company Ltd Update) and in any other reference, Councillor Doe declared an interest as Chairman and Director of Medway Development Company and relied on a dispensation granted by the Councillor Conduct Committee to enable him to take part in the discussion and vote on this item.

In relation to item 12 (Medway Development Company Ltd Update) and in any other reference, Councillor Gulvin declared an interest as Director of Medway Development Company and relied on a dispensation granted by the Councillor Conduct Committee to enable him to take part in the discussion and vote on this item.

### Other interests

There were none.

## **Leader's Announcement**

The Leader announced that he would be varying the order of the agenda. Item 8 (Housing Allocations Policy 2019) would be discussed first, followed by item 12 (Medway Development Company Ltd Update), Item 5 (Medway – City of Culture 2025) and Item 9 (Housing Infrastructure Fund (HIF) Project – Additional Funding). The remainder of the items would be discussed in the order as on the agenda.

## **Medway Council Strategy**

### **Background:**

This report proposed the introduction of a new overarching Council Strategy; a more outcomes focused document than the current Council Plan, without all of the detailed performance measures and delivery plans explaining how the strategic objectives were to be met. The Strategy was intended to set the Council's vision and would be supported by the Council Plan which would continue to include the detailed performance measures and delivery plans.

The Council Strategy was presented to the Business Support Overview and Scrutiny Committee on 22 August 2019 and its comments were detailed in section 3 of the report.

A Diversity Impact Assessment had been completed and was attached at Appendix 3 to the report.

## Cabinet, 24 September 2019

**Decision number:**

**Decision:**

The Cabinet noted the comments of the Business Support Overview and Scrutiny Committee set out at section 3 of the report.

**102/2019** The Cabinet recommended the proposed Council Strategy, as set out at Appendix 1 to the report, to Full Council for approval.

**103/2019** The Cabinet recommended to Full Council that the Council Strategy be added as a Policy Framework document and that paragraph 4.1 of Article 4 (The Full Council) in Chapter 2 of the Constitution be amended, as set out at Appendix 2 to the report.

### Reasons:

The Council Strategy sets the high level objectives for the Council and will be underpinned by the Council Plan which includes the detailed performance measures and delivery plans explaining how the strategic objectives are to be met.

### Medway - City of Culture 2025

#### Background:

This report set out Medway's aspirations to become the next City of Culture in 2025, the reasons why this was a great opportunity for Medway and the support required for a successful bid, including the requirement for the funding of a core bid team, which would be managed at arm's length from the Council in accordance with best practice for the bid to be led by community partnerships.

The Place Board, a partnership of local organisations working together to take forward the placemaking agenda for Medway, had proposed the bid for City of Culture in 2025, which was subsequently endorsed by the Medway Cultural Partnership. A local launch had been held at the Medway Mile event on 19 July, where the Leader announced Medway's aspiration to become the UK City of Culture in 2025.

The competition was expected to be officially announced by the Department for Digital, Culture, Media and Sport by the end of 2019. An Expression of Interest was then expected to be submitted in February 2021, followed by the submission of an initial bid expected in April 2021. A shortlisting process would follow, with around 4/5 cities being chosen for the last stage of the competition and a final decision was expected to be announced in December 2021.

## Cabinet, 24 September 2019

<b>Decision number:</b>	<b>Decision:</b>
<b>104/2019</b>	<b>The Cabinet approved a bid for City of Culture status for Medway and agreed to encourage all Medway communities to back the bid.</b>
<b>105/2019</b>	<b>The Cabinet recommended to Full Council to approve the revenue funding of £205,000 to establish the City of Culture bid team to progress Medway's campaign, to be met from the Council's reserves.</b>
<b>106/2019</b>	<b>The Cabinet recommended to Full Council to formally express its support for the bid for City of Culture status for Medway.</b>

### **Reasons:**

The aspiration to secure City of Culture for Medway in 2025 is widely supported by our partners, businesses and our communities. The funding is required to serve as a catalyst for the bid, establishing a team to fundraise, consult and engage with Medway's communities, undertake research on health, employment data, cultural participation levels and health inequalities, producing a compelling case for Medway to be recognised as UK City of Culture 2025.

### **Medium Term Financial Strategy 2019-2024**

#### **Background:**

This report introduced the Council's Medium Term Financial Strategy for 2019-2024. The report made forward projections concerning the Council's budget requirement and the resources available to deliver its corporate priorities and objectives.

The report provided details of the financial challenges facing the Council over the next four years and the Council's strategy for delivering a balanced budget in the context of a reducing resource base.

The report stated that the Council faced a forecast deficit in 2020/21 of £5.956million, increasing to £17.327million by 2023/24 and it would seek to address this through the accompanying Medium Term Financial Strategy, as set out in Appendix 1 to the report. Notwithstanding the service pressures impacting on the Council's budget requirement and the significant financial constraints imposed through Government grant reductions, the report stated that it must remain the Council's main strategic aim to achieve a sustainable budget without recourse to reserves.

The report set out the timetable for the Medium Term Financial Strategy and budget setting and it was noted that business and service planning would run concurrently.

## Cabinet, 24 September 2019

Diversity Impact Assessments would be undertaken and reported to Members as part of the budget and service planning process.

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

**107/2019**      **The Cabinet agreed the underlying aims of the Medium Term Financial Strategy (MTFS).**

**The Cabinet noted the forecast level of overall funding over the medium term; and the projected budget deficit identified in the MTFS.**

**108/2019**      **The Cabinet agreed to bring forward proposals, through the financial planning process, to address this deficit.**

**Reasons:**

The Medium Term Financial Strategy is important in providing the framework underpinning the budget setting process and is presented to Cabinet in accordance with the timetable set out within the Constitution.

### **Capital Strategy**

**Background:**

This report introduced the Council's Capital Strategy, which was attached at Appendix 1 to the report and set out the Council's priorities for capital investment to deliver its strategic aims and the process for formulating the capital programme.

The strategy had been prepared with regard to the updated CIPFA Prudential Code and sought to detail the framework within which decisions would be made in respect of capital expenditure and funding, and the principles to which the Council adhered to, in the context of the current capital budget. The current Capital Programme to 2023 totalled £295.9million.

Diversity Impact Assessments would be undertaken and reported to Members as part of the budget and service planning process.

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

**109/2019**      **The Cabinet agreed the Capital Strategy, setting out the Council's priorities for capital investment and providing a framework for formulating the capital programme for approval by Full Council in February.**

## Cabinet, 24 September 2019

### Reasons:

The Capital Strategy sets out how the Council sets its priorities for capital investment and the process for formulating the capital programme, and is therefore an important part of the framework underpinning the budget setting process.

### Housing Allocations Policy 2019

#### Background:

This report sought Cabinet approval of the revised Housing Allocations Policy, attached at Appendix A to the report. This was last reviewed in 2012 and since then there had been changes in legislation and additional Ministry of Housing, Communities and Local Government (MHCLG) guidance. Therefore, it had been necessary for the policy to be updated to reflect this and the current needs of Medway residents.

The policy was a statutory requirement and detailed who should be awarded priority for housing and how the units of accommodation would be allocated. As of 1 July 2019 there were 3,923 households registered for accommodation and of those 1,860 households had a priority that allowed them to bid for accommodation through the Homechoice system.

The Business Support Overview and Scrutiny Committee had considered the report at its meetings on 22 August 2019 and its comments were set out at section 7 of the report.

A Diversity Impact Assessment had been completed and was detailed at Appendix B to the report.

#### **Decision number:**

**The Cabinet noted the comments made by the Business Support Overview and Scrutiny Committee, as set out at section 7 of the report.**

**110/2019 The Cabinet adopted the proposed Housing Allocations Policy, as attached at Appendix A to the report.**

### Reasons:

The Housing Allocations Policy is a statutory document and adopting the revised policy will ensure that it remains up to date and is able to respond to pressures locally.



## **Housing Infrastructure Fund (HIF) Project - Additional Funding**

### **Background:**

This report updated the Cabinet on the risk that the decision for the Housing Infrastructure Fund (HIF) bid could be delayed until November 2019 and therefore requested the Cabinet to recommend to Full Council the addition of £850,000 to the Revenue Budget, initially funded from reserves subject to the Council being awarded the HIF bid.

The report stated that the funding would enable the Council to continue programmed works to complete RIBA stage 3, which was a developed design, including coordinated and updated proposals which were required for outline-planning submission for the road scheme. It would also enable the Council to continue programmed works relating to GRIP 2, which was Project Feasibility for the rail scheme.

### **Decision number:**

**111/2019**

### **Decision:**

**The Cabinet recommended to Full Council the addition of £850,000 to the revenue budget to:**

- i) Continue programmed works to complete RIBA stage 3 (road scheme) and GRIP 2 (rail scheme) at risk until the end of December 2019, as detailed in paragraphs 3.5 – 3.12 of the report.**
- ii) Undertake other works at risk until the end of December 2019, as detailed in paragraphs 3.13 – 3.16 of the report.**

### **Reasons:**

To enable the work to continue on the HIF Bid project to ensure that if successful with the HIF funding that Medway Council are still able to meet the March 2024 spend deadline currently required within the HIF funding agreement.

## **Treasury Management Strategy Mid-Year Review Report 2019/20**

### **Background:**

This report presented the mid-year review of the Treasury Management Strategy 2019/2020, which had been approved by Full Council alongside the Capital and Revenue Budgets on 21 February 2019. This report would also be considered by the Audit Committee on 26 September 2019 prior to final consideration at Full Council on 10 October 2019.

The report included an economic update for the first part of 2019/2020; a review of the Treasury Management Strategy Statement; Annual Investment Strategy; the

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Council's Investment Portfolio and Borrowing Strategy for 2019/2020; a review of any debt rescheduling undertaken during 2019/2020 and compliance with Treasury and Prudential Limits for 2019/2020.

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

**The Cabinet noted the report.**

### 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.

### **Council Plan Performance Monitoring Report and Risk Register Review Quarter 1 2019/20**

#### **Background:**

This report provided details of how the Council had performed during quarter 1 in 2019/20 against the Council's three priorities and the actions being taken to improve performance. There were 44 Council Plan measures for 2019/20, of which it was currently possible to report on 35 as two were data only and 7 were not available for the reporting quarter. The report also presented the quarter 1 2019/20 review of the Strategic Risk Register. No risks were proposed to be added or removed through the review and the revised Risk Register was attached at Appendix 5.

In summary, 23 out of 35 measures had met or exceeded target, 4 were slightly below target and 8 were significantly below target.

It was noted that this report would be considered by the Overview and Scrutiny Committees during October 2019.

Cabinet Members highlighted a number of key issues during discussion.

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

**The Cabinet noted the quarter 1 performance of the measures of success used to monitor progress against the Council's priorities.**

**112/2019      The Cabinet approved the revised Risk Register set out at Appendix 5 to the report.**

### Reasons:

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

## Medway Development Company Ltd Update

### Background:

This report updated the Cabinet, as shareholder, about the first four residential developments being progressed by the Medway Development Company Ltd (MDC) including Chatham Waterfront, Britton Farm, Whiffens Avenue and White Road.

The report also provided an update on current pipeline of further projects and an updated Business Plan and proposed the creation of a private rental subsidiary of MDC.

This report was accompanied by an exempt appendix which set out information concerning the financial details of MDC Ltd, including its updated Business Plan; details of funding to date for the first four MDC projects; details of the pipeline of future MDC projects and two indicative financial appraisals, one for private rented and one for market sale.

### **Decision number:**

### **Decision:**

- 113/2019**      **The Cabinet approved the updated Business Plan as set out in Exempt Appendix 1 to the report.**
- The Cabinet noted the report and the investment made by Medway Development Company Ltd (MDC) to date as set out in Exempt Appendix 2**
- 114/2019**      **The Cabinet approved the creation of a fully commercial subsidiary of MDC to allow the construction and rental of private rented or shared ownership properties.**
- 115/2019**      **The Cabinet approved the suggested pipeline of next projects for MDC and the prioritisation of Mountbatten House, as set out in Exempt Appendix 3.**
- 116/2019**      **The Cabinet approved the cessation by MDC of work on the Hook Meadow Community Hub and residential scheme and instructed officers to submit a business case to a future Cabinet meeting for approval to progress the scheme as a Council capital project.**
- 117/2019**      **The Cabinet approved the cessation by MDC of work on the smaller part of the Sir John Hawkins car park and instructed officers to submit a business case to a future Cabinet meeting for approval to progress the scheme as a Council capital project.**
- 118/2019**      **The Cabinet approved the designation of the Chief Legal Officer as client representative for MDC.**

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**119/2019**      **The Cabinet agreed to delegate authority to the Chief Legal Officer, in consultation with the Portfolio Holder for Resources, to:**

**Arrange for the following four sites:**

- **White Road;**
- **Land to the north west of Britton Farm shops;**
- **Whiffens Avenue car park;**
- **Chatham Waterfront.**

**To be developed and for the completed developments on them to be disposed of by way of either freehold transfers or leases on the best terms reasonably obtainable and to enter into all necessary legal agreements.**

### **Reasons:**

To continue the regeneration of Chatham as Medway's "city centre" with the provision of high quality housing, public realm and retail units.

### **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.

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

**120/2019**      **The Cabinet agreed to unfreeze the following post, as detailed in Appendix 1 to the main report:**

**Children and Adults**

- a) Leaving Care Personal Advisor.**

### **Reasons:**

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

**Cabinet, 24 September 2019**

.....  
**Leader of the Council**

.....  
**Date**

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