



Record of Cabinet decisions

Tuesday, 15 November 2022

3.00pm to 4.18pm

Date of publication: 16 November 2022

Subject to call-in these decisions will be effective from 24 November 2022

Present:	Councillor Alan Jarrett	Leader of the Council
	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
In Attendance:	Councillor Adrian Gulvin	Portfolio Holder for Resources
	Councillor Gary Hackwell	Portfolio Holder for Business Management
	Councillor Martin Potter	Portfolio Holder for Education and Schools
	Neil Davies, Chief Executive	
	Bhupinder Gill, Assistant Director, Legal and Governance	
	Jon Pitt, Democratic Services Officer	

Apologies for absence

Apologies for absence were received from Councillor Doe and Councillor Mrs Josie Iles.

Record of decisions

The record of the meeting held on 18 October 2022 was agreed by the Cabinet and signed by the Leader as correct.

Declarations of Disclosable Pecuniary Interests and Other Significant Interests

Disclosable pecuniary interests

There were none.

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Other significant interests (OSIs)

Councillor Gulvin declared an OSI in relation to agenda item no. 5 (Capital Budget Monitoring – Round 2 2022/23) as there were references to Medway Development Company Ltd within the report and Councillor Gulvin is a director of the company. Councillor Gulvin relied on a dispensation agreed by the Councillor Conduct Committee to enable him to take part in the related discussion and voting.

Other interests

There were none.

Revenue Budget Monitoring - Round 2 2022/23

Background:

The Cabinet accepted the report as urgent to enable consideration of the matter at the earliest opportunity, including the proposed action set out in the recommendation at paragraph 13.1 of the report.

The report presented the results of the second round of the Council's revenue budget monitoring process for 2022/23. The report set out that at its meeting on 24 February 2022, Full Council had set a total budget requirement of £351.982million for 2022/23. Since approval of the budget, additional grant funding, primarily relating to Council Tax Support for energy bills, had been received. These additions had taken the Round 2 budget requirement to a total of £372.602million.

The forecast outturn for 2022/23 at Round 2 represented a pressure of £14.019million, a worsening of £1.453million compared to the position reported at Round 1.

Decision number: **Decision:**

The Cabinet noted the results of the second round of revenue budget monitoring for 2022/23 and instructed senior management to continue to exercise tight control to reduce expenditure within their areas and to identify a range of management actions in order to reduce expenditure or increase income.

Reasons:

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

Capital Budget Monitoring - Round 2 2022/23

Background:

The Cabinet accepted the report as urgent to enable consideration of the matter at the earliest opportunity, including the management action referenced within the report.

This report presented the results of the second round of the Council's capital budget monitoring process for 2022/23. The report explained that this forecast an overspend of £690,000 in the Children and Adults Directorate and an underspend of £24,000 in the Regeneration, Culture and Environment Directorate. All other Services/Directorates were forecast to complete their capital schemes within the approved budget.

The report also provided details of amendments to the capital programme, which were approved by full Council on 11 November 2022, detail of which was set out in section 9 of the report.

Decision number:

The Cabinet noted the results of the second round of capital budget monitoring for 2022/23, and the management actions to resolve the projected overspend in Children's and Adults which would be the subject of a future report to both Cabinet and Council.

Reasons:

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

Draft Capital and Revenue Budgets - 2023/24

Background:

The Cabinet accepted the report as urgent to ensure that the initial budget proposals could be referred to Overview and Scrutiny in accordance with the process for developing the budget, as set out in the Budget and Policy Framework Rules in the Constitution.

This report presented the Council's draft capital and revenue budgets for 2023/24. It noted that the draft budget was based on the principles contained in the Financial Outlook 2023/24, which had been reported to the Cabinet on 18 October 2022. Draft budget requirements for the directorates in 2023/24 were set out in Appendices 1 – 4 to the report.

The report explained that initial projections for the costs of services in 2022/23 amounted to an increased budget requirement in the range of £48.361million - £72.244million and projections of income to mitigate, represented a growth of

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£16.001million. Assumptions made in the report reduced the gap to £28.683million and officers would continue to work with Portfolio Holders to formulate savings proposals to address the projected revenue budget deficit. Officers would discuss options with the Leader and Cabinet Members through the normal budget setting process.

The report noted that in accordance with the Constitution, this report was the first stage of the budget consultation process leading to further consideration by Cabinet on 7 February 2023 and formal budget and council tax setting by Council on 23 February 2023. Budget proposals would now be submitted to the Council's overview and scrutiny committees.

Decision number:

Decision:

- 133/2022** **The Cabinet instructed officers to continue to work with Portfolio Holders in formulating robust proposals to balance the budget for 2023/24.**
- 134/2022** **The Cabinet agreed to refer the draft capital and revenue budgets to overview and scrutiny committees as a work in progress, inviting them to offer comments on the proposals outlined.**
- 135/2022** **The Cabinet recommended to Full Council that in February 2023 when setting the Council Tax, that the following changes be applied to Council premia in line with the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018, as set out in paragraph 5.6.4 of the report:**
- **the 100% premium for long-term empty properties may be brought forward so that it can commence after being empty for one year rather than two; and**
 - **a 100% premium may be charged for properties that are unoccupied but furnished (referred to as second homes)**

Reasons:

It is the responsibility of Cabinet to develop draft budget proposals for consideration by overview and scrutiny committees. These draft proposals are the first stage of the budget consultation process leading to further consideration by Cabinet on 7 February 2023 and formal council tax setting by Council on 23 February 2023.

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

Business Support	24 November 2022
Children & Young People	29 November 2022
Health & Adult Social Care	1 December 2022
Regeneration, Culture & Environment	8 December 2022
Business Support	25 January 2023
Cabinet	7 February 2023

Council

23 February 2023

Upper Upnor Conservation Area Appraisal - Request to Adopt the Document

Background:

This report presented the revised Upper Upnor Conservation Area Appraisal to the Cabinet for approval. It replaced the previous version from 2004 which required updating to reflect changes in Upnor.

The draft appraisal had been subject to public consultation, which was detailed in section 6 of the report, and the appraisal had been revised where appropriate to take account of the comments received.

Decision number:

Decision:

136/2022

The Cabinet agreed the adoption of the revised Upper Upnor Conservation Area Appraisal (para 3.1 Option A of the report) as set out in Appendix 1 to the report.

Reasons:

The revised Upper Upnor Conservation Area Appraisal will support the continued conservation and enhancement of the historic environment through defining the historic, architectural and townscape qualities that make the Upper Upnor Conservation Area special.

Innovation Park Medway Disposal Options

Background:

This report requested the Cabinet to delegate authority to officers to dispose of land at Innovation Park Medway (IPM), as set out in section 3 of the report. The proposal had been built upon the Delivery and Investment Plan, which formed the basis for investment to ensure the site would come forward as a high quality, innovative development in the high value technology, engineering, manufacturing, and knowledge-intensive sector.

Marketing agents had been actively marketing plots across the IPM site since late 2021 and a demand study had been conducted to evaluate supply and demand at IPM in 2022.

Decision number:

Decision:

137/2022

The Cabinet agreed to delegate authority to the Director of Place and Deputy Chief Executive, in consultation with the Leader of the Council, the Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships and the Portfolio Holder for

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Planning, Economic Growth and Regulation, to enter into all necessary arrangements to facilitate all future disposals and development of the land where appropriate.

Reasons:

To facilitate the future disposal and development of all land at Innovation Park Medway to achieve best value.

Council Plan Performance Monitoring Report and Strategic Risk Summary Quarter 2 2022/23

Background:

This report provided details of how the Council had performed during quarter 2 in 2022/23 against the Council's three priorities and the actions being taken to improve performance. The report also presented the quarter 2 review of strategic risks.

There were 51 Council Plan measures for 2022/23, of which it was possible to report on 48 as the data for two measures was not available this quarter and one measure was data only. In summary, 30 out of the 48 measures reported on met or exceeded target, six were slightly below target and 12 were significantly below target.

The report was due to be considered by the Overview and Scrutiny Committees during November and December 2022.

Decision number:

Decision:

The Cabinet noted the Q2 2022/23 performance against the measures used to monitor progress against the Council's priorities.

138/2022

The Cabinet agreed the Strategic Risk Summary set out at Appendix 4 to the report.

The Cabinet noted the classification of risks as live or managed, as set out in sections 2.4 and 2.5 of the report.

Reasons:

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

Gateway 1 Procurement Commencement - Intermediate Care and Reablement Service

Background:

This report sought permission to commence the procurement of the Intermediate Care and Reablement Service (ICRS) Contract.

The report explained that ICRS enabled discharge from acute hospitals, through two pathways (home-based and bed-based ICRS). The current contract had commenced in October 2016 and would expire on 30 September 2023, following a two year extension already having being put in place. Since then, the number of patients, the complexity of patient needs and the number of daily hours needed had all risen.

A Diversity Impact Assessment had been carried out and was attached to the report at Appendix 1. The report was also accompanied by an exempt Appendix which set out financial analysis in respect of this procurement project.

Decision number: **Decision:**

139/2022 **The Cabinet approved the recommendation, to pursue the procurement of the Intermediate Care and Reablement Service, identified in paragraph 5.4.1.3 of the report (Option 3).**

Reasons:

A new Intermediate Care and Reablement Service is expected to deliver a more flexible service across the Medway area with more granular insight on demand and effectiveness.

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Leader of the Council

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Date

Jon Pitt, Democratic Services Officer/Teri Reynolds, Democratic Services Officer

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