

# Record of Cabinet decisions

**Tuesday, 10 January 2023**

**3.00pm to 4.10pm**

**Date of publication: 11 January 2023**

**Subject to call-in these decisions will be effective from 19 January 2023  
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 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 Gary Hackwell	Portfolio Holder for Business Management
	Councillor Martin Potter	Portfolio Holder for Education and Schools
<b>In Attendance:</b>	Neil Davies, Chief Executive	
	Vicky Nutley, Interim Head of Legal Services	
	Teri Reynolds, Democratic Services Officer	

## **Apologies for absence**

Apologies for absence were received from Councillors David Brake and Mrs Josie Iles.

## **Record of decisions**

The record of the decisions from the Cabinet meeting held on 13 December 2022, were agreed by the Cabinet and signed by the Leader as correct.

## **Cabinet, 10 January 2023**

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

#### Disclosable pecuniary interests

There were none.

#### Other significant interests (OSIs)

Councillor Doe declared an OSI in agenda item 9 (Medway Development Company Ltd – Six Monthly Update and Business Plan), because he was the Chairman of Medway Development Company (MDC) Ltd and he relied on a dispensation granted by the Councillor Conduct Committee to enable him to take part in the discussion and vote on this item.

Councillor Filmer declared an OSI in agenda item 8 (Medway Norse Strategic Update), because he had been appointed as a Director of the Board. Councillor Filmer therefore withdrew for the discussion and decision on this item.

Councillor Gulvin declared an OSI in agenda item 9 (Medway Development Company Ltd – Six Monthly Update and Business Plan), because he was a Director of Medway Development Company (MDC) Ltd and he 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.

### **Provisional Local Government Finance Settlement 2023/24**

#### **Background:**

This report provided details of the provisional local government settlement that had been announced, via a written statement on 19 December 2022.

The report explained that the Council Tax referendum limit had been set at 3% for certain local authorities, including unitary councils, which was in addition to an Adult Social Care precept, which provided the flexibility to relevant local authorities to increase Council Tax by a further 2% above the referendum limit. Medway's Draft Budget assumed that Council Tax would be increased by 3%.

Concerning business rates, the report explained that the Autumn Statement had made a series of announcements to help businesses, and the Provisional Settlement confirmed that the impact of these measures would be funded by the Government.

The report also provided details of the impact on other grants, set out at sections 6 to 10 of the report, all of which resulted in a net increase in resources of £5.362million to that reflected in Medway's draft budget. The Government had also confirmed local authorities would not need to deliver the charging elements of the Adult Social

## Cabinet, 10 January 2023

Care reforms, which the draft budget had assumed would cost the Council £3.3million, which therefore further reduced the budget gap by at least that amount.

**Decision  
number:**

**Decision:**

**The Cabinet noted the implications of the Provisional Local Government Finance Settlement in formulating its 2023/24 budget proposals.**

**Reasons:**

The provisional levels of funding announced are a fundamental component of the 2023/24 budget, and their announcement is a further stage in the process to prepare a balanced budget for the coming financial year.

### **Benefits and Financial Welfare Service**

**Background:**

This report set out the welfare-related work underway across the Council and sought approval to develop the existing Benefits Team into a broader Benefits and Financial Welfare Service.

The report explained that since 2013 there had been significant change within the welfare state, which had driven a reduction in Housing Benefit claims. However, the migration to Universal Credit from some individuals had been paused by government, meaning the benefits service would retain approximately 2,000 claims up to 2028. Additionally, a significant element of the government's additional financial support for individuals had been delivered through local authorities. The role of the Benefits Team in coordinating the Household Support Grant had expanded the skills and experience in the service and it was therefore proposed that the team form the basis of a broader service which would co-ordinate the work of all Council welfare support to deliver a centralised, cohesive and more efficient service to Medway's residents. The specifics of the proposed changes were set out in section 3 of the report.

**Decision  
number:**

**Decision:**

**01/2023**

**The Cabinet agreed that the Benefits Team in Finance be expanded to become a broader, centralised Benefits and Financial Welfare Service, and to incorporate the Macmillan Welfare Benefits Service currently in CABS from 1 April 2023.**

**02/2023**

**The Cabinet agreed that officers continue to explore opportunities to develop the service where these**

## **Cabinet, 10 January 2023**

**benefit Medway residents and do not result in any increased net cost.**

### **Reasons:**

Cabinet has responsibility to ensure an effective benefits service is in place to deliver the Council's statutory obligations.

### **Procurement Strategy 2021-2025 - 2022 Update Report**

#### **Background:**

This report set out progress made against the 2021-2025 Procurement Strategy and proposed additional objectives to take forward into 2023. The Cabinet was also asked to note the progress made to date and to agree the year 2 objectives. The Strategy had originally been approved by the Cabinet on 15 December 2020.

The report proposed to carry forward objectives that had not met the baseline score of three for the following calendar year and to focus on developing objectives under the heading of 'Contract and Relationship Management' as this was the area in which the greatest cost savings and efficiencies could be generated if performed consistently. The objectives to be addressed in 2023 had been marked within the '2022 Comments and Action' column of Appendix 1 to the report.

The report had previously been considered by the Business Support Overview and Scrutiny Committee on 24 November 2022 and its comments were set out in section 4 of the report.

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

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

**The Cabinet noted the comments of the Business Support Overview and Scrutiny Committee set out at section 4 of the report.**

**The Cabinet noted the achievements of the second year of the 2021-2025 Procurement Strategy, as outlined in Appendix 1 to the report, with updated comments.**

**03/2023**

**The Cabinet agreed the delivery of the objectives marked for carry forward to 2023, as set out in Appendix 1 to the report.**

### **Reasons:**

The Procurement Strategy provides a holistic suite of objectives to ensure the service maintains national awareness but with the ability to focus on local issues

## **Cabinet, 10 January 2023**

effectively. Approval of the objectives marked for carry forward to 2023 will ensure this can continue effectively.

### **Lower Thames Crossing Update and Delegated Authority (Planning Service)**

#### **Background:**

This report sought approval to update the scheme of delegations for the Planning Service. The updated delegations would cover the Lower Thames Crossing (LTC) Examination and other examinations, such as an examination of a local plan produced by another local planning authority.

The Planning Inspectorate had accepted the LTC application for examination, which therefore would progress to the pre-examination stage during which, the Council would be invited to register as an Interested Party and to submit a Relevant Representation.

The current Employee Delegation Scheme did not go far enough to enable officers to effectively represent the Council in examinations in a timely manner and the report therefore proposed a change to the Employee Delegation Scheme, which was demonstrated as tracked changes at Appendix 3.

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

**04/2023**

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

**The Cabinet agreed the proposed change to 8.1 of the Employee Delegation Scheme, as set out at Appendix 3 to the report.**

#### **Reasons:**

By agreeing the amendments to the Employee Delegation Scheme, the Planning Service will be able to effectively represent the Council in examinations in a timely manner.

### **Medway Norse Strategic Update**

#### **Background:**

This report provided details of the mid-year review of the performance of the Joint Venture from the perspective of the Council client for the 2021/22 financial year. It was accompanied by an update on the Joint Venture's achievements and financial performance prepared by the Partnership Director at Medway Norse. The report provided a breakdown of performance for each service area covered by Medway Norse.

## Cabinet, 10 January 2023

**Decision  
number:**

**Decision:**

**The Cabinet noted the contents of the report and appendices.**

**Reasons:**

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

### **Medway Development Company Ltd - Six Monthly Update and Business Plan**

**Background:**

This report updated the Cabinet, as shareholder, about the range of developments being progressed by the Medway Development Company Ltd (MDC). These developments were Chatham Waterfront, Garrison Point, Mountbatten House and Britton Farm Residential. The report also provided an update on the Get Building Fund and Future High Street Fund projects.

The report was the seventh update report to the Cabinet as a shareholder of MDC, with the most recent update having been considered by Cabinet on 7 June 2022. The report was accompanied by an updated Business Plan, which was set out in the Exempt Appendix.

**Decision  
number:**

**Decision:**

**The Cabinet noted the progress being made on the projects since the last update.**

**The Cabinet noted the key achievements outlined below:**

- **The delivery of affordable homes secured through S106 contributions.**
- **The delivery of additional affordable homes above the 25% requirement through the 'First Homes' pilot scheme.**
- **The delivery of short-term financial returns through capital receipts and finance repayments.**
- **The delivery and creation of long-term revenue streams.**
- **The delivery of high-quality design led developments to produce positive regeneration outcomes, attracting jobs and investment.**
- **The delivery of new residential communities in town centres to support the local economy and**

## Cabinet, 10 January 2023

businesses.

- The delivery of significant marketing campaigns to raise the profile of Medway

**05/2023**

**The Cabinet noted the investment made by Medway Development Company Ltd and approved its Business Plan as set out in Exempt Appendix 1.**

### **Reasons:**

To continue the regeneration of Chatham and Gillingham with the provision of high-quality housing, public realm works and an improved retail offer but also to plan for future projects.

### **Gateway 1 Procurement Commencement: Retender Responsive Repairs and Capital Works Contract (HRA Housing Services)**

### **Background:**

This report requested the Cabinet's agreement to commence the procurement of the Responsive Repairs and Capital Works contract (which was intended to include gas servicing, void property repairs, compliance, external decorating) and call handling for repairs management.

The report had previously been considered by the Procurement Board on 21 December 2022, which had recommended it to the Cabinet for approval. It was proposed to run a holistic tendering activity using open market tender to reprocure services for a 12-year term (subject to contract and performance). It was also proposed to procure up to ten different contracts, which were set out within section 2 of the report.

A Diversity Impact Assessment had been carried out and was attached as Appendix 1 to the report.

***Decision number:***

***Decision:***

**06/2023**

**The Cabinet approved the procurement commencement of the Housing Revenue Account's Repairs and Planned works contract (with associated compliance contracts) as per the preferred option identified in section 5.3 of this report**

### **Reasons:**

The recommendations contained within are provided on the basis that the current contract ceases on 31 August 2024 and cannot be extended. Failure to provide a repair and maintenance service will mean the Council cannot meet its statutory obligations in terms of maintenance of its stock.

**Gateway 3 Contract Award - Family Time (Contact Service) for Children in Care and Their Families**

**Background:**

This report provided details of the outcome of the procurement exercise for the award of the Family Time (Contact Service) for Children in Care and Families Contract and sought permission to award the contract which would cover a period of four years, with the option for a one-year extension.

The report had been considered by the Procurement Board on 21 December 2022.

An Exempt Appendix set out key information in respect of financial analysis, the tender process and evaluation and made a recommendation to award a contract.

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 requirements of the Public Contracts Regulations 2015. The Council would be unable to conclude the framework agreement before the end of the standstill period.

***Decision number:***

**07/2023**

***Decision:***

**The Cabinet agreed to award the Family Time (Contact Service) for Children in Care and Families contract to Family Action.**

**Reasons:**

The provider has been evaluated as the most advantageous against the Council's award criteria as per the evaluation contained within the Exempt Appendix.

**Gateway 3 Contract Award: Supported Living for Adults Over the Age of 18**

**Background:**

This report provided details of the outcome of the procurement exercise and sought permission to award the first round of the Dynamic Purchasing System (DPS) for the purchase of Supported Living for Adults over the age of 18. The new contract would cover a period of 48 months.

The report had been considered by the Procurement Board on 21 December 2022.

An Exempt Appendix set out key information in respect of financial analysis, the tender process and evaluation and recommended providers to admit to the DPS which had met the Council's evaluation criteria. This included 12 new providers, whose lots had not been specified and would be determined during mobilisation. The Cabinet were provided with an addendum Exempt Appendix, tabled at the meeting, which provided the outcome for the new providers against allocated lots, following evaluation by officers.



## Cabinet, 10 January 2023

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 requirements of the Public Contracts Regulations 2015. The Council would be unable to conclude the framework agreement before the end of the standstill period.

**Decision  
number:**

**Decision:**

**08/2023**

**The Cabinet agreed to admit the providers on to the Dynamic Purchasing System framework for the lots they had successfully tendered for as follows:**

	Lot number		
	1	2	3
<b>Provider</b>			
Agincare Enable	X	X	X
Alternative	X	X	
Alters	X	X	X
Amazin	X	X	
Anchor	X	X	
Aspens	X	X	X
Avenues	X	X	X
Bridging The Gap	X		
Brompton Lodge	X		
Care Focal	X		
Cartref	X	X	X
Cherish Social Care	X	X	
Choice Support	X	X	X
Citta Care	X		X
Compass SL	X	X	X
Craegmoor		X	X
DMC Consulting Services		X	X
EJC Group	X	X	X
Endurance Care	X	X	X
Esther Swift	X		
EveryCare	X	X	
Exclusive Allied	X	X	X
FitzRoy Support	X	X	X
Forge House		X	X
Future Home Care	X	X	X
GMTW Youth Club			X
Guarantee	X		

## Cabinet, 10 January 2023

HCL Holistic Care		X	
HD2 Care and Support	X	X	
I am cares	X	X	
KG Healthcare	X	X	X
Kickstart Care Ltd	X	X	
Living Plus	X	X	
Logic Care	X	X	
Look Ahead		X	X
Major Domicile	X		
Mulier Care Solutions	X		
Naidcare Ltd	X	X	
New Beginnings	X		
Nomase Care Ltd	X	X	X
Nomase Supported Living	X	X	X
Olive	X	X	
Passion to Care	X		
Pathways to Independence	X		X
Platinum Living Care	X	X	
Profad Care Agency	X	X	X
Protea Care Homes	X	X	X
Retons Care	X	X	
River Garden		X	
Rosag Healthcare	X	X	
SGSL Ltd		X	X
Skyline	X		
Solving Homes Ltd		X	X
Star Care Lodge	X	X	
The Kent Autistic Trust		X	X
Thoroughcare Corporation	X	X	X
Tilda Healthcare	X	X	
TKSD	X	X	X
TPA Supported Living	X		
Transform	X	X	
Turning Point	X	X	X
Venture People	X		X
Voyage Care	X	X	
West Kent t/a Dom Care Experts	X	X	X
Whiteheart Healthcare	X		

**Cabinet, 10 January 2023**

**Reasons:**

The providers identified meet the Council's evaluation criteria.

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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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