

Record of Cabinet decisions

Tuesday, 13 February 2024

7.00pm to 9.20pm

Date of publication: 16 February 2024

**Subject to call-in these decisions will be effective from 26 February 2024
The record of decisions is subject to approval at the next meeting of the Cabinet**

Present:	Councillor Vince Maple	Leader of the Council
	Councillor Teresa Murray	Deputy Leader of the Council
	Councillor Simon Curry	Portfolio Holder for Climate Change and Strategic Regeneration
	Councillor Lauren Edwards	Portfolio Holder for Economic and Social Regeneration and Inward Investment
	Councillor Naushabah Khan	Portfolio Holder for Housing and Property
	Councillor Harinder Mahil	Portfolio Holder for Heritage, Culture and Leisure
	Councillor Tristan Osborne	Portfolio Holder for Community Safety and Enforcement
	Councillor Adam Price	Portfolio Holder for Children's Services (including statutory responsibility)
	Councillor Zoë Van Dyke	Portfolio Holder for Business Management

In Attendance: Richard Hicks, Chief Executive
Adam Bryan, Director of Place
Lee-Anne Farach, Director of People and Deputy Chief Executive
Bhupinder Gill, Assistant Director, Legal and Governance
Jon Pitt, Democratic Services Officer
Phil Watts, Chief Operating Officer

Apologies for absence

An apology for absence was received from Councillor Coombs (Portfolio Holder for Education).

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Record of decisions

The record of the meeting held on 16 January 2024 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.

Other significant interests (OSIs)

Councillor Mahil declared an interest in agenda item No.17 (Star Hill to Sun Pier Conservation Area Appraisal and Management Plan - Request to Adopt Document and Extend the Conservation Area) and agenda item No.18 (Star Hill to Sun Pier Conservation Area Significance Led Development Framework Supplementary Planning Document - Request for Adoption) as he lived within the Conservation Area. Councillor Mahil left the room during discussion and determination of the item.

Other interests

There were none.

Final Funding Formula for Mainstream Schools and Academies 2024 - 2025

Background:

This report provided details of the final funding proposals for Medway's schools and academies for 2024/25. Officers, working with the Schools Forum, had consulted with schools and academies on the proposed new funding formula options.

The Schools Forum had met on 19 January 2024 and recommended Cabinet to approve the implementation of the final funding formula, as set out at section 5 of the report.

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 final funding formula to the Department for Education (DfE) was 22 January 2024. It was therefore proposed that call-in be waived to prevent any further delay in confirming the Cabinet's decision to the Education and Skills Funding Agency (ESFA) and to allow the authority to implement the funding formula changes in accordance with the regulations. The Chairperson of the Children and Young People Overview and Scrutiny Committee had 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.

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***Decision
number:***

Decision:

17/2024

The Cabinet instructed officers to implement the Final 2024-25 Funding Formula for mainstream schools and academies, as set out in section 5 of this report.

18/2024

The Cabinet agreed that decision 17/2024 was considered urgent and therefore should not be subject to call in.

Reasons:

The local authority is required to implement the funding formula changes from 2024-25 in accordance with the regulations and to inform the Education Skills Funding Agency.

Council Tax Reduction Scheme 2024/2025

Background:

This report proposed changes to the Council Tax Reduction Scheme for 2024/25 which reflected income bands being uprated for Consumer Price Inflation, as set out at Appendix 1 to the report. It was noted that the Council's financial situation did not enable the scheme to be made more generous.

The report also referred to the permanent discretionary policy for care leavers which sat outside of the Council tax Reduction scheme and formed a significant part of the Council's Local Offer to care leavers.

A Diversity Impact Assessment (DIA) had been completed for the proposed Council Tax Reduction Scheme for 2024/25 and was attached at Appendix 2 to the report.

***Decision
number:***

Decision:

19/2024

The Cabinet recommended Council to adopt the Council Tax Reduction Scheme (CTRS) 2024/25, reflecting income bands uprated for Consumer Price Inflation, as set out in Appendix 1 to the report.

The Cabinet noted the impact of the Care Leavers Discretionary Council Tax Policy agreed in February 2023 as detailed within paragraph 4.4 of this report.

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Reasons:

The CTR Scheme continues to balance the need for supporting those currently in receipt of council tax reductions and the ability of the Council to fund the scheme within the current budgetary constraints.

Treasury Management Strategy 2024/25

Background:

This report provided details of the Council's Treasury Management Strategy for 2024/25. The Strategy had been prepared in line with CIPFA's Local Authority Treasury Management Code and set out the Council's borrowing requirement and strategy in respect of investments. It also provided details of the Council's current portfolio position and set out the prudential and treasury indicators that would be used to monitor and measure treasury performance.

The Audit Committee had considered this report on 10 January 2024 and its comments were set out in section 6 of the report.

A Diversity Impact Assessment had been undertaken on the Treasury Management Strategy, as set out in Appendix B to the report.

Decision number:

Decision:

The Cabinet noted the comments from the Audit Committee, as set out in section 6 of the report.

20/2024

The Cabinet recommended the Treasury Management Strategy 2024/25, as set out in Appendix A to the report, to Full Council for approval.

21/2024

The Cabinet approved the Treasury Management Practices, as set out in Appendix C to the report.

Reasons:

Cabinet has the responsibility to make recommendations to Full Council on the approval of the Council's Treasury Management, Investment Strategy and Minimum Revenue Provision Policy Statement and has responsibility for the implementation of the Treasury Management Practices and associated schedules.

Cabinet, 13 February 2024

Revenue Budget Monitoring - Round 3 2023/24

Background:

This report presented the results of the third round of the Council's revenue budget monitoring process for 2023/24. The report set out that at its meeting on 23 February 2023, Full Council had set a total budget requirement of £388.269million for 2023/24. Since then additional grant funding had been announced, primarily the Household Support Fund, Holiday Activity Fund, Market Sustainability and Improvement Fund (Workforce Fund) and Start 4 Life funding, plus the final allocations for Schools funding and the Public Health Grant had been confirmed. The net impact of these amendments took the Round 3 budget requirement to a total of £390.667million.

The forecast outturn for 2023/24 represented a pressure of £11.359million, an improvement of £892,000 compared to the position reported at Round 2.

It was noted that the Council's revenue budget situation was challenging and that this was the case for councils across the country. It was also considered that budgets under the previous administration had not been sustainable.

Decision number:

Decision:

The Cabinet noted the results of the third round of revenue budget monitoring for 2023/24.

22/2024

The Cabinet instructed the Corporate Management Team to implement further urgent actions to bring expenditure back within the budget agreed by Full Council.

23/2024

The Cabinet recommended Full Council to declassify the following amounts currently held in earmarked reserves and transfer them to general reserves:

- **£4.00million held in the South Medway Development Reserve,**
- **£1.00million held in the Transformation Reserve, and**
- **£727,000 held in the Mosaic Forms Reserve**

Reasons:

Full Council is responsible for agreeing a balanced budget in advance of each financial year. Cabinet is responsible for ensuring that income and expenditure remain within the approved budget, including instructing corrective action to prevent any forecast overspend from materialising.

The transfer of reserves from earmarked to general reserves will enable an overspend of the size projected in this report to be funded from general reserves if it materialises.

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Capital Budget Monitoring - Round 3 2023/24

Background:

This report presented the results of the third round of the Council's capital budget monitoring process for 2023/24. The report explained that this forecast a projected underspend of £51,000 in the Children and Adults Directorate, £32.54million in the Regeneration, Culture and Environment Directorate and £6,000 within Members Priorities. All other Services/Directorates were forecast to complete their capital schemes within the approved budget.

The Leader advised that the recommendation set out at 1.2 of the report incorrectly referred to paragraphs 12.1 to 12.5 of the report. The correct paragraph numbers were 11.1 to 11.5. The updated recommendation was as follows:

'It is recommended that the Cabinet notes the changes made to the capital programme as set out in 11.1 to 11.5 to this report.'

Decision number:

Decision:

The Cabinet noted the results of the third round of capital budget monitoring for 2023/24, and the management actions to resolve the projected overspend in Children and Adults.

The Cabinet noted the changes made to the capital programme, as set out in 11.1 to 11.5 of the report.

24/2024

The Cabinet recommended Full Council to remove the budget relating to the Aiming Higher for Children with Disabilities scheme, funded from Capital Grants.

Reasons:

Full Council is responsible for agreeing the capital programme. Cabinet is responsible for ensuring that expenditure remains within the approved programme, including instructing corrective action to prevent any forecast overspend from materialising.

Capital Additions Report - Gun Wharf

Background:

This report asked Cabinet to recommend to Full Council the addition of £20million to the Council's Capital Programme to deliver a programme of essential repairs and improvements to Gun Wharf, the scope of which included a replacement roof due to the presence of Reinforced Autoclaved Aerated Concrete (RAAC), planned maintenance, and works to improve building efficiency and occupation levels that included the delivery of a Monitoring Hub.

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The report explored a number of options, a financial summary was included in an Exempt Appendix. The option to stay and invest in Gun Wharf was identified as the most cost-effective solution.

**Decision
number:**

Decision:

25/2024

The Cabinet approved Option One, as set out in paragraph 7.1 of the report and recommended Full Council to approve the addition of £20,000,000 to the Council's Capital Programme, funded through prudential borrowing to deliver a programme of essential and critical repairs and improvements to Gun Wharf.

26/2024

The Cabinet agreed to delegate authority to the Director of Place, in consultation with the Portfolio Holder for Housing and Property, to deliver the programme of works as detailed in section 6 of the report.

Reasons:

To ensure that Gun Wharf can continue to be used as the Council's main Office Headquarters to deliver its statutory and discretionary functions.

Adult Social Care Structural Review and Budget Addition

Background:

This report proposed a level of increased investment in the permanent staffing of Adult Social Care (ASC) and a restructure to enhance efficiency, improve service delivery, ensure financial sustainability, and improve the overall quality of care provided to Medway's clients.

It was noted that the amount of grant funding available for Adult Social Care had fallen by £5million. While some funding had been restored, this was not considered to be sufficient and action was therefore needed to ensure that the Council could continue to meet its statutory duties.

The report explained the increase in demand on the service and referred to a review of the Council's ASC service which recommended areas of work that the Council could focus on to make savings, including the recruitment to permanent posts due to the social work workforce being reliant on a significant proportion of agency staff.

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**Decision
number:**

27/2024

Decision:

The Cabinet recommended to Full Council the addition of £2,413,261 to the Adult Social Care revenue budget for 2024/25, as set out in paragraph 11.4 of the report.

The Cabinet noted that any ongoing requirements would need to be addressed through the Council's budget setting processes.

Reasons:

The increase to the Adult Social Care budget will introduce additional posts across the division to enable the authority to meet its statutory duties and improve service delivery.

Parking Charges at Country Parks

Background:

This report proposed the implementation of a charging regime for visitor parking at Medway's country parks. The new fees would generate income, which the Council could allocate to environmental improvements.

A benchmarking exercise had been undertaken to confirm parking charges, approaches and payment systems utilised in town centre car parks operated by Medway Council and within country parks managed by Kent County Council. Data from this had been used to determine suitable parking charges and payment systems for Medway's Country Parks.

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

**Decision
number:**

28/2024

Decision:

The Cabinet approved the inclusion of these parking charges as set out in paragraph 6.2 of the report, and associated income and expenditure as detailed in paragraphs 4.10 to 4.14 of the report, in the draft Council budget report for 2024/25 which would be considered by full Council on 29 February 2024.

29/2024

The Cabinet recommended full Council to approve the following capital additions, to be funded from borrowing over five years, at a cost of circa £45,000 per annum:

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- £11,500 in 2023/24, as detailed in paragraph 4.12 of the report.
- £159,500 in 2024/25, as detailed in paragraph 4.13 of the report.

Reasons:

The new charge would bring Medway Council in line with the approach taken by Kent County Council to charge for parking in country parks whilst also providing a valuable new income stream to help address budget challenges.

Innovation Park Medway Update

Background:

This report proposed to pause development at Innovation Park Medway (IPM) and explore the best options for its future delivery. The market had changed quite significantly and suggested an opportunity to review the best long-term opportunities for IPM to ensure the most sustainable future for the sites.

IPM presented an opportunity to help shape the economic future of the region, attracting investment and growth by bringing forward high quality jobs. To be successful the IPM needed to achieve long-term financial sustainability and attract high value businesses that support this.

The report also requested £200,000 to be vired from existing capital funding for IPM which would cover the assessment of development options for the sites via an external commercial team, including planning advice and legal advice as required.

Decision number:

Decision:

30/2024

The Cabinet agreed to pause delivery at Innovation Park Medway at appropriate milestones and noted the pause of expenditure associated with this.

31/2024

The Cabinet agreed to officers carrying out the review of development options for the Innovation Park Medway sites and agreed to delegate authority to the Director of Place, in consultation with the Leader of the Council and Portfolio Holders for Climate Change and Strategic Regeneration and for Economic and Social Regeneration and Inward Investment, to investigate options for disposal of the Innovation Park Medway sites, including a Joint Venture, and present Cabinet with the preferred option for approval.

32/2024

The Cabinet approved the virement of £200,000 capital funding from the Innovation Park Medway budgets to a new capital budget code to undertake a review of the most sustainable development options for the Innovation Park Medway sites.

Reasons:

Further work is required to ensure that the sites are brought forward in a manner that suits the evolving needs of businesses in Medway along with ensuring that the sites are delivered in the most sustainable manner. It is deemed necessary to pause the current work to avoid any abortive expenditure whilst this review takes place.

Housing Revenue Account Capital and Revenue Budgets 2024/25

Background:

This report provided details of the proposed Housing Revenue Account (HRA) capital and revenue budgets for 2024/25 including rent, garage rent and service charge levels. The report gave a breakdown of the factors taken into account when formulating the budgets. The report also provided an update on the HRA Business Plan in accordance with the requirement to ensure the Plan met the Government's fit for purpose criteria. The report stated that tenants had been informed of the proposals, as set out in section 18 of the report.

The Regeneration, Culture and Environment Overview and Scrutiny Committee had considered the report on 23 January 2024 and its comments were set out at section 19 of the report. A Diversity Impact Assessment had been carried out on the proposed budgets, as set out in Appendix F to the report.

Decision number:

Decision:

33/2024

The Cabinet recommended the following to full Council for approval:

- a) A proposed social rent increase of 7.7% (CPI of 6.7 plus 1%) for the social rent housing stock as set out in Appendix A (based on 52 collection weeks) with effect from 1 April 2024. All new tenancies issued during 2024/25, to be set at either the formula rent or rent cap for social rent dwellings, whichever is lower.**
- b) A proposed affordable rent increase of the lower of Local Housing Allowance (LHA) rate or 7.7% (CPI of 6.7 plus 1%) for the affordable rent properties as set out in Appendix B (based on 52 collection weeks) with effect from 1 April 2024. All new tenancies during 2024/25 to be set at either**

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80% of market rent or the LHA rate for affordable rent dwellings, whichever is lower.

- c) A proposed rent increase of 7.7% to be applied to all garage tenure types with effect from 1 April 2024 as stated in section 6 of the report.**
- d) That the service charges increases/decreases as set out in Appendix C of the report for 2024/25 be approved.**
- e) That the revenue budget for the HRA service for 2024/25 as per Appendix D be approved.**
- f) That the capital budget for the HRA service for 2024/25 as per 10.5.3 of the report be approved.**
- g) That the provision for the estimated repayment of debt based on annuity-based payment of £0.425m, on the HRA's outstanding debt for 2024/25 be approved.**
- h) To delegate authority to the Director of Place or Assistant Director, Culture and Community to agree weekly rental values presented by the Head of Tenant Services for any in-year completed HRA acquisitions and/or new builds during 2024/25.**
- i) That Members approve the 30-year HRA Business Plan model as attached at Appendix E.**

Reasons:

The Council is required to carry out a review of rents and notify tenants not less than 28 days prior to the proposed date of change. The Council is required under the Local Government and Housing Act 1989 to ensure that the Housing Revenue Account does not fall into a deficit position.

Proposed Capital and Revenue Budget 2024/25

Background:

This report presented proposals for the capital and revenue budgets for 2024/25. It was noted that the Cabinet had considered initial budget proposals on 21 November 2023, which had identified a potential revenue shortfall of £35.798million in 2024/25.

It was noted that setting a balanced budget was particularly challenging in the context of national level funding reductions which had included a 91% reduction in

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the Council's revenue support grant since 2010. Inflationary pressures were making the situation more difficult.

It was also noted that the Council had engaged CIPFA to undertake a resilience review. CIPFA had concluded that it would not be possible for the Council to set a balanced budget for 2024/25 without some form of Government intervention. Following this, Exceptional Financial Support had been requested in January 2024. The Council had been advised that its request to increase council tax above referendum limits had been rejected. It was waiting for confirmation of whether the second part of its request had been successful. This would enable the council to borrow for revenue purposes and the flexibility to use existing grants to support Medway's Improvement Programme.

An addendum report had been provided which set out the impact of the Final Local Government Finance Settlement 2024/25, which had been announced on 5 February.

The budget proposals had been referred to all the Overview and Scrutiny Committees for consideration. The Overview and Scrutiny Committees' views together with the recommendations of the Business Support Overview and Scrutiny Committee (1 February 2024) were set out for Cabinet at Appendix 1 to the report.

The report set out the requirements under equality legislation and it was noted that an overarching Diversity Impact Assessment would be included in the budget report to Full Council on 29 February 2024.

**Decision
number:**

Decision:

The Cabinet noted the comments from the overview and scrutiny committees as summarised in Appendix 1 to the report.

34/2024

The Cabinet recommended to Full Council that the net revenue budget summarised at Table 1 should be set at £438.569million, funded from a 4.994% increase in Council Tax for 2024/25 with the equivalent Band D figure at £1,754.69.

The Cabinet noted that on 30 January 2024, Employment Matters Committee recommended to Full Council:

- a) a Cost of Living Adjustment (COLA) of 5% is allocated for the 2024/25 pay award for all on MedPay Terms and conditions.**
- b) the Range 3 pay band is lifted by £1,052 (excluding the 5% COLA increase).**
- c) the Range 2 pay band is lifted by £547 (excluding the 5% COLA increase).**
- d) a gap of £525 is introduced between the Range 1**

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and 2 pay bands.

- e) sleep in payments are increased by 3.88%.
- f) the Annual Leave entitlement is increased to 30 days per annum pro rata for R1-R3, after 5 years' continuous service.
- g) the current PDR levels and the associated performance related award attributed to them (i.e. levels 1A and 1B) be removed and instead an additional day's annual leave awarded to everyone in 2024/25 and 2025/26 on MedPay terms and conditions who is not subject to formal performance management measures.
- h) a long service award of an additional day's leave at 10 and 15 years of service at all grades be introduced.

- 35/2024** The Cabinet recommended to Full Council the capital budget proposals, as set out in Table 12 of the report.
- 36/2024** The Cabinet recommended to Full Council the fees and charges as set out at Appendix 5 to the report.
- 37/2024** The Cabinet recommended to Full Council the Flexible Use of Capital Receipts Strategy set out at Appendix 6 to this report.
- 38/2024** The Cabinet requested the Chief Operating Officer to calculate the formal requirements under Sections 30 to 36 of the Local Government Finance Act 1992 for resolution by the budget Council meeting on 29 February 2024.
- 39/2024** The Cabinet recommended that Full Council approves the Retail, Hospitality and Leisure Relief scheme policy in respect of Business Rates for 2024/25 at Appendix 8 to the report.
- The Cabinet noted its earlier recommendation to Full Council (decision 178/2023 refers) that when setting the Council Tax, the following changes are applied to Council Tax premia in line with the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018:
- 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 with effect from 1 April 2024; and
 - a 100% premium may be charged for properties that are unoccupied but furnished (known as second homes) with effect from 1 April 2025.

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The Cabinet noted its earlier recommendation to Full Council (decision 179/2023 refers) that when setting the Council Tax, the following changes are applied to the Council Tax discretionary discounts:

- reduce the discount in respect of class C to 0% from the day on which a property becomes vacant, and
- reduce the discount in respect of class D to 0%.

Reasons:

The Constitution requires that the Cabinet's budget proposals must be referred to Full Council for consideration and approval.

The Council is required by statute to set a balanced budget and set the Council Tax levels by 11 March each year.

Risk Strategy Annual Review

Background:

This report presented the annual review of the Risk Strategy. The 2024/25 Risk Strategy was attached at Appendix 1 of the report. The 2023/24 Risk Strategy was attached at Appendix 2 for reference.

The report had been considered by the Audit Committee on 10 January 2024 and its comments were set out at paragraph 7.3 of the report. The Business Support and Digital Overview and Scrutiny Committee also considered the report on 1 February 2024 but made no comments to forward to the Cabinet.

Decision number:

Decision:

The Cabinet noted the comments of the Audit Committee, as set out at paragraph 7.3 to the report.

40/2024

The Cabinet approved the 2024/25 Risk Strategy at Appendix 1, which set out the Council's approach to risk management.

Reasons:

The establishment of a corporate framework for risk management is recommended by CIPFA and SOLACE and will complement and support the work already being carried out within each directorate to manage risks.

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Local Development Scheme

Background:

This report set out an updated programme and timetable for the preparation of the new Medway Local Plan in a Local Development Scheme. The report considered the options and risks to inform the approach to securing a robust Local Plan to manage Medway's growth to 2041.

The report recommended an additional stage of consultation at Regulation 18 which would better address potential legal challenges to the Local Plan, provide for more meaningful engagement in the plan preparation, and allow for greater certainty on strategic transport impacts. It was proposed that the second Regulation 18 Consultation Report would be presented to Cabinet in June 2024.

Decision number:

41/2024

Decision:

The Cabinet approved the Local Development Scheme as set out at Appendix 1 to the report as an updated programme for the preparation of the Medway Local Plan.

Reasons:

To provide certainty on the timetable for the production of the new Medway Local Plan.

Star Hill to Sun Pier Conservation Area Appraisal and Management Plan - Request to Adopt Document and Extend the Conservation Area

Background:

This report sought approval for the adoption of the Star Hill to Sun Pier Conservation Area Appraisal and Management Plan, which would help to define the historic, architectural and townscape qualities that make a Conservation Area special. The Conservation Area Appraisal and Management Plan were subject to public consultation, details of which were set out in section 8 of the report and at Appendix 3.

Decision number:

42/2024

Decision:

The Cabinet agreed to the adoption of the Star Hill to Sun Pier Conservation Area Appraisal and Management Plan as set out in Appendices 1 and 2 to the report.

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Reasons:

The Star Hill to Sun Pier Conservation Area Appraisal and Management Plan will support the continued conservation and enhancement of the historic environment through defining the historic, architectural and townscape qualities that make the Conservation Area special.

Star Hill to Sun Pier Conservation Area Significance Led Development Framework Supplementary Planning Document - Request for Adoption

Background:

This report outlined the work undertaken to assemble and formally consult upon the Star Hill to Sun Pier Conservation Area Significance-led Development Framework Supplementary Planning Document (the 'Development Framework') and sought Cabinet approval for its adoption. The Development Framework had been subject to formal public consultation, details of which were set out at Section 8 of the report.

A Diversity Impact Assessment had been undertaken and was set out at Appendix 2 to the report.

Decision number:

43/2024

Decision:

The Cabinet agreed to formally adopt the Star Hill to Sun Pier Significance-Led Development Framework Supplementary Planning Document.

Reasons:

To meet the agreed outputs of the High Street Heritage Action Zone Programme.

Public Space Protection Orders - Alcohol Control

Background:

This report proposed the renewal of four town centre alcohol control zone Public Spaces Protection Orders (PSPOs), which related to Rochester, Chatham, Gillingham and Strood and addressed the anti-social consumption of alcohol.

A public consultation exercise in relation to the proposed renewal of the 4 PSPOs had been conducted, the outcomes of which were detailed in Appendix 2 to the report.

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**Decision
number:**

Decision:

44/2024

The Cabinet recommended to Full Council approval of the extension for a further 3 years of the existing four town centre alcohol control Public Space Protection Orders (not varied or discharged).

Reasons:

The extension of the PSPOs should help to significantly reduce incidents of relevant anti-social behaviour (ASB) in the areas over the long-term and improve the quality of life for residents, visitors and local businesses.

Council Plan Performance Monitoring Report and Strategic Risk Summary - Quarter 3 2023/24

Background:

This report provided details of how the Council had performed during quarter 3 in 2023/24 against the Council's three priorities and the actions being taken to improve performance. The report also presented the quarter 3 review of strategic risks.

There were 47 Council Plan measures for 2023/24, of which it was possible to report on 46 as one measure was data only. In summary, 20 out of the 46 measures reported on met or exceeded target, five were slightly below target and 21 were significantly below target.

The report was due to be considered by the Overview and Scrutiny Committees during March/April 2024.

**Decision
number:**

Decision:

The Cabinet noted the Q3 2023/24 performance against the measures used to monitor progress against the Council's priorities.

45/2024

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

Reasons:

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

South Thames Gateway Building Control Partnership Business Plan

Background:

This report provided details of the South Thames Gateway Building Control Partnership Business Plan for 2024 to 2027. The Business Plan, as set out in the Exempt Appendix to the report, outlined how the building control function would be delivered on behalf of the partnership councils (currently Medway, Canterbury, Gravesham and Swale) up until 2027 and indicated what the contributions would be between 2024 and 2027.

Decision number:

46/2024

Decision:

The Cabinet approved the proposed Business Plan for 2024-2027 for the South Thames Gateway Building Control Partnership, as set out in the Exempt Appendix and noted the proposed contribution of £141,763 for 2024-2025.

Reasons:

The constitution of the Joint Committee requires approval of the Business Plan for the following year by the Cabinet of each Partner Authority.

Gateway 3 Contract Award : Retender Responsive Repairs and Capital Works Contract (HRA Housing Services)

Background:

This report requested the Cabinet's agreement to approve the contract award for the HRA Repairs and Maintenance contract.

The report set out that the new contract would provide a fully encompassing repairs and maintenance service to the Council's housing stock. It would also mark the beginning of the Housing Revenue Account's journey to meet energy efficiency targets and would assist the service in ensuring it met the requirements of the housing regulator's consumer standards.

The report had previously been considered by the Procurement Board, which had recommended it to the Cabinet for approval. A Diversity Impact Assessment had been carried out and was attached as Appendix 1 to the report. An exempt Appendix to the report set out financial analysis in relation to the procurement and recommended the provider the contract should be awarded to.

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**Decision
number:**

47/2023

Decision:

The Cabinet approved the contract award for the HRA Repairs and Maintenance contract to Mears Ltd, in accordance with paragraph 3.2 of the exempt appendix on the basis that they had tendered submissions that had been evaluated and determined as the most economically advantageous against the Council's award criteria as per the evaluation spreadsheet contained within 3.1 of the Exempt Appendix.

Reasons:

The recommendations contained within the report were provided on the basis that the current contract would cease on 31 August 2024 and could not be extended. Failure to provide a repair and maintenance service would mean that the Council could not meet its statutory obligations in terms of maintenance of its stock.

Gateway 3: Contract Award Retender Domestic and Commercial Gas Contract (HRA Housing Services)

Background:

This report requested the Cabinet's agreement to approve the contract award for the HRA Gas Servicing contract.

The report set out that the new contract would provide a fully encompassing repairs and maintenance service to the Council's housing stock. It would also mark the beginning of the Housing Revenue Account's journey to meet energy efficiency targets and would assist the service in ensuring it met the requirements of the housing regulators consumer standards.

The report had previously been considered by the Procurement Board, which had recommended it to the Cabinet for approval. A Diversity Impact Assessment had been carried out and was attached as Appendix 1 to the report. An exempt Appendix to the report set out financial analysis in relation to the procurement and recommended the provider the contract should be awarded to.

**Decision
number:**

48/2023

Decision:

The Cabinet approved the contract award for the HRA Gas Servicing contract to Swale Heating Ltd, in accordance with paragraph 3.2 of the exempt appendix on the basis that they had tendered submissions that had been evaluated and determined as the most economically advantageous against the

Cabinet, 13 February 2024

Council's award criteria as per the evaluation spreadsheet contained within 3.1 of the Exempt Appendix.

Reasons:

The recommendations contained within the report were provided on the basis that the current contract would cease on 31 August 2024 and could not be extended. Failure to provide a gas servicing contract would mean that the Council could not meet its statutory obligations in terms of maintenance of its stock.

Gateway 1 / Gateway 3: Options Appraisal with Subsequent Direct Award to Deliver the One Public Estates Brownfield Land Release Fund Works

Background:

This report detailed the options relating to the delivery of the One Public Estates (OPE) Brownfield Land Release Fund (BLRF) enabling works Contract. This was to facilitate the delivery of a minimum of 164 residential units at the Mountbatten House building.

The report proposed that Medway Development Company (MDC) be contracted to deliver the works to bring forward the site.

Decision number:

49/2023

Decision:

The Cabinet agreed:

- i) The preferred option of a direct award as identified in paragraph 6.3.1 of the report (direct award to Medway Development Company.)**
- ii) The award of services/works for the cost.**

Reasons:

The appointment of MDC as Project Manager and Contractor to deliver the enabling works for the OPE BLRF, would ensure completion of the project and the utilisation of grant funding.

Cabinet, 13 February 2024

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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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