

Record of Cabinet decisions

Tuesday, 3 June 2025

7.00pm to 9.11pm

Date of publication: 5 June 2025

Subject to call-in these decisions will be effective from 13 June 2025
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 Tracy Coombs	Portfolio Holder for Education
	Councillor Simon Curry	Portfolio Holder for Climate Change and Strategic Regeneration
	Councillor Harinder Mahil	Portfolio Holder for Economic and Social Regeneration and Inward Investment
	Councillor Alex Paterson	Portfolio Holder for Community Safety, Highways 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
Paul Boyd, Chief Information Officer
Adam Bryan, Director of Place
Vanessa Etheridge, Democratic Services Officer
Lee-Anne Farach, Director of People and Deputy Chief Executive
Bhupinder Gill, Assistant Director, Legal and Governance

Apologies for absence

Apologies for absence were received from Councillors Gurung and Louwella Prenter.

Record of decisions

The record of the meeting held on 6 May 2025, 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.

Questions to the Cabinet

The Leader of the Council introduced the item by acknowledging the historic step of trialling questions to Cabinet, previously limited to full Council, and reaffirming a commitment to democratic transparency and public engagement.

Three public questions had been received as set out in Appendix 1 to the report.

Responses

The Portfolio Holder for Community Safety, Highways and Enforcement, Councillor Alex Paterson responded to each questioner. It was noted that his full responses, including the supplementary questions and responses, would be reported for information at the next meeting.

Publication of Medway Local Plan (Regulation 19)

Before taking this item, the Leader invited the Assistant Director, Legal and Governance to reiterate advice that Members had received concerning issues of predetermination and bias. Members were reminded of the advice previously circulated, particularly with regard to having an open mind until a full debate had occurred. If historical conduct might lead to a perception of bias or predetermination, they should consider stating at the meeting that they would consider all options and only arrive at a settled position once the debate closed, and before a vote was taken.

Background:

The report outlined the work carried out in preparing the draft Medway Local Plan and provided information on the processes followed and evidence collated to prepare the Draft Plan, in advance of its submission for independent examination. The report sought the Cabinet's agreement to recommend that full Council approve the next steps towards adoption of the new Medway Local Plan. It was noted that this would be considered at a special meeting of Full Council on 26 June 2025.

Cabinet, 3 June 2025

***Decision
number:***

Decision:

- | | |
|----------------|---|
| 69/2025 | The Cabinet recommended that Full Council approve the publishing of the Pre-Submission Draft Medway Local Plan (Regulation 19) for a period of six weeks for written representations. |
| 70/2025 | The Cabinet recommended that Full Council approve submission of the Proposed Submission Local Plan and supporting documents to the Secretary of State for examination, with the Regulation 19 representations. |
| 71/2025 | The Cabinet recommended that Full Council agree to grant a delegation to the Director of Place, in consultation with the Portfolio Holder for Climate Change and Strategic Regeneration, to prepare an addendum to the Plan that may be necessary to address soundness issues raised by representations received on the Regulation 19 Draft Plan, and to include this in the submission materials to the Planning Inspectorate. |
| 72/2025 | The Cabinet recommended that Full Council agree to grant a delegation to the Director of Place, in consultation with the Portfolio Holder for Climate Change and Strategic Regeneration, to agree to any Main Modifications and to undertake a 6 week public consultation on any Main Modifications that arose out of the Local Plan examination process and for this information to be forwarded to the Planning Inspectorate. |

Reasons:

To meet the legal requirements of the plan-making process and to support a timely progress towards adoption of the new Medway Local Plan.

Medway Housing Delivery Test Action Plan

Background:

The report sought Cabinet approval to publish the Housing Delivery Test action plan to meet government requirements and to confirm the measures being taken by the Council to support housebuilding in Medway. The new Medway Local Plan was highlighted in the action plan as a critical means of boosting housebuilding in Medway.

***Decision
number:***

Decision:

- | | |
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| 73/2025 | The Cabinet approved the publication of the Medway Housing Delivery Test Action Plan 2025, as set out at Appendix 1 to the report. |
|----------------|--|

Cabinet, 3 June 2025

Reasons:

To meet the requirements to publish an Action Plan within six months of the test's publication, where the Housing Delivery Test result is less than 95%.

Cabinet Advisory Groups

Background:

The report sought Cabinet approval to the establishment of the Corporate Parenting Board (a Cabinet Advisory Group) and appointment of Members to this group.

It was noted that in addition to its establishment, the requirement to submit an annual report to Full Council in recognition of the important work undertaken by this body, would continue.

Decision number:

Decision:

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| 74/2025 | The Cabinet approved the establishment of the Corporate Parenting Board (Cabinet Advisory Group) for the remainder of the electoral term with the terms of reference set out in Appendix 1 to the report. |
| 75/2025 | The Cabinet approved the appointment of Members to the Corporate Parenting Board, as set out in Appendix 2 to the report, for 2025/26. |

Reasons:

The re-establishment of this group will support the Cabinet in decision-making and the development of policies.

Financial Improvement and Transformation (FIT) Plan Monitoring – Round 4 and Full-Year Outturn 2024/25

Background:

The report presented a review to Cabinet of the Financial Improvement and Transformation (FIT) Plan monitoring for the financial year 2024/2025, which should be read in conjunction with the Revenue Budget monitoring for the same period.

Producing the FIT Plan, and implementing the FIT Plan Tracker, continued to be a valuable exercise, allowing the Council to track and highlight savings and increases in income and to identify streams of work that may not deliver in-year savings, or savings for budget setting, but may deliver greater long-term benefits. The refreshed plan built on results from 2024/25 and incorporated recommendations and insights from the latest CIPFA financial review.

Cabinet, 3 June 2025

***Decision
number:***

Decision:

The Cabinet noted the results of the final (fourth) round of FIT Plan monitoring for 2024/25.

The Cabinet noted the positive outcome of the independent Internal Audit Assurance review validating the work undertaken in respect of key actions.

76/2025

The Cabinet instructed the Corporate Management Team to continue focused oversight of FIT Plan, carrying over residual actions to the 2025/26 FIT Plan where appropriate.

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 transformation activities or corrective action to prevent any forecast overspend from materialising.

The FIT Plan, which is reviewed on a monthly basis at CMT, is one of the key tools for ensuring delivery of savings in the current financial year and implementing a range of key actions to ensure the long-term financial sustainability of Medway Council.

Council Plan Performance Monitoring Report and Strategic Risk Summary - Quarter 4 2024/2025

Background:

The report advised the Cabinet on performance in Quarter 4 2024/25 in relation to the delivery of the Council's priorities as set out in the One Medway Council Plan (OMCP) 2024/28 and presented the Quarter 4 2024/25 review of strategic risks.

The Cabinet welcomed the report and the detailed insight it provided. It was also noted that this would also be presented for consideration, to the Overview and Scrutiny Committees.

***Decision
number:***

Decision:

The Cabinet noted the Quarter 4 2024/25 progress of the performance indicators used to monitor progress of the Council's priorities, as set out in Appendix 1 to the report.

77/2025

The Cabinet agreed the Strategic Risk Summary, as set out in Appendix 2 to the report.

Reasons:

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

Capital and Revenue Outturn and Annual Debt Write Off Report 2024/25

Background:

The report provided the Cabinet with details of the final revenue and capital outturn position for the financial year ended 31 March 2025. These figures would form part of the Council's Statement of Accounts, which would be presented to the Audit Committee following the completion of the External Audit. The report also presented a summary of debts written off during the 2024/25 financial year in line with the constitutional requirement to submit a report to Cabinet on an annual basis setting out details of all debt written off.

***Decision
number:***

Decision:

The Cabinet noted the 2024/25 revenue and capital outturn position as summarised in section 5 of the report, the Council's reserves position as summarised in section 14 of the report and the debts written off against provisions as set out in section 15 of the report.

78/2025

The Cabinet agreed to recommend that Full Council agree to transfer back to General Capital Receipts the unspent balance on the amounts earmarked through the Flexible Use of Capital Receipts Strategy as set out in section 13 of the report:

- £544,076 originally earmarked for Children's Social Care improvement,
- £148,709 originally earmarked for Adults Social Care Improvement, and
- £165,230 originally earmarked to support the wider transformation programme.

79/2025

The Cabinet agreed to recommend to Full Council the removal of £34.170million from the Innovation Park Medway Scheme as set out in section 12.3 of the report in line with Cabinet decision number 45/2025, 11 March 2025.

80/2025

The Cabinet agreed to recommend to Full Council that £2.400million of the underspend on the Pentagon Future Capital Works scheme be used to fund a new scheme to deliver further improvements to the Pentagon, as set out in section 12.3 of the

report including:

- **replacement of a section of roof (R14),**
- **refurbishment of 205 high street,**
- **upgrades to fire exits and windows to the bus lane,**
- **repair and resurfacing of the service road, and**
- **repairs and resurfacing to the car park.**

81/2025 The Cabinet agreed to recommend that Full Council agrees to remove the remaining unspent balance of £431,000 from the Pentagon Future Capital Works scheme as set out in section 12.3 of the report.

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.

Gun Wharf Improvement Programme Annual Update Report

Background:

The report provided the Cabinet with an update on all activities since the inception of the Gun Wharf Improvement Programme Board in September 2024. This was the first annual update in the programme cycle.

***Decision Decision:
number:***

The Cabinet noted the report.

Reasons:

Full Council is responsible for agreeing additions to the Capital Programme and Cabinet is responsible for ensuring effective Capital Programme Delivery through Quarterly Capital Budget Monitoring Reports.

Medway Adult Education Annual Accountability Statement

Background:

The report sought Cabinet approval to the Medway Adult Education (MAE) Annual Accountability Statement for submission to the Department for Education (DfE) as part of its annual grant agreement. The statement was used by the DfE to assure the use of public funds. It was also a useful strategic document to share with partners and as a backdrop to strategic conversations with the DfE. Providers in scope were

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all further education colleges, all sixth form colleges, institutes for adult learning/designated institutions and local authorities delivering post-16 provision in excess of £1m. Medway Adult Education was in scope. It was noted that the first Accountability Statement had been agreed and submitted to DfE in August 2023.

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

***Decision
number:***

Decision:

82/2025

The Cabinet approved the Medway Adult Education (MAE) Accountability Statement attached as Appendix 1 to the report, for submission to the Department for Education (DfE).

Reasons:

The draft accountability statement meets the DfE requirements and demonstrates MAE's contribution to national and local priorities, alongside partnership working with key stakeholders. It is line with last two years approved statement.

Gateway 1 Procurement Commencement – Medway Therapeutic Alliance Procurement

Background:

The report sought Cabinet approval to commence the procurement of the Medway Therapeutic Alliance Contract.

The 'Medway Therapeutic Alliance' would provide support to children and young people in Medway aged 5-18 years (inclusive of their 19th Birthday) and up to the age of 25 years for those who were care leavers or those already in the service with special educational needs who required on-going therapeutic support.

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

***Decision
number:***

Decision:

83/2025

The Cabinet approved the procurement of the 'Medway Therapeutic Alliance,' which would provide short term evidence-based interventions for mild to moderate emotional wellbeing needs to 5–18 year-olds (up to 25 years for those who were care leavers, and up to 25 years for those with special educational needs who were in treatment or awaiting treatment) as per the preferred option of Competitive Process procured through an open market (as identified in section 5.3.1. to the report).

Reasons:

Approval of the decision to procure the 'Medway Therapeutic Alliance' through option 5 (Competitive Process) will ensure Medway children and young people (and their families) are provided with appropriate and timely mental health and emotional wellbeing support and services. As the service will provide early intervention and preventative support for children and young people, this should in turn reduce onward referrals to specialist mental health services by meeting children and young people's emotional wellbeing needs and outcomes through positive impact.

Northbank House, Sir Thomas Longley Road Medway City Estate: Variation of, or Surrender and Renewal of the Existing Lease, or Grant of a Reversionary Lease

Background:

The report sought Cabinet approval to grant delegated authority to the Director of Place to either: vary or take a surrender of the existing lease and supplemental agreement in respect of Northbank House and to grant a new lease and any necessary supplemental agreements for the best consideration reasonably obtainable; or to grant a reversionary lease of the property and any necessary supplemental agreements, (which would commence when the existing lease expired) for the best consideration reasonably obtainable. Alternatively the Cabinet could choose to reject the proposal the Council's Corporate Landlord Board (CLB) and the property could be sold subject to the existing lease and supplemental agreement.

An Exempt Appendix 1 to the report provided further information in respect of the variation of or surrender and renewal of the lease or grant of a reversionary lease of Northbank House.

Decision number:

Decision:

84/2025

The Cabinet agreed to delegate authority to the Director of Place to either:

- i) vary or take a surrender of the existing lease and supplemental agreement in respect of Northbank House and grant a new lease and any necessary supplemental agreements for the best consideration reasonably obtainable; or**
- ii) to grant a new reversionary lease and any necessary supplemental agreements which would commence when the existing lease expired, for the best consideration reasonably obtainable.**

Cabinet, 3 June 2025

Reasons:

To help the tenant of the property IPS International Ltd (IPS) to secure its future and to make the property more attractive to potential purchasers.

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Leader of the Council

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Date

Jon Pitt, Democratic Services Officer/Vanessa Etheridge, Democratic Services Officer

Telephone: 01634 332715/332115
Email: democratic.services@medway.gov.uk