

Record of Cabinet decisions

Tuesday, 29 July 2025

7.00pm to 9.37pm

Date of publication: 30 July 2025

Subject to call-in these decisions will be effective from 7 August 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 Louwella Prenter	Portfolio Holder for Housing and Homelessness
In Attendance:	Richard Hicks, Chief Executive	
	Ruth Du-Lieu, Assistant Director, Front Line Services and Deputy Director of Place	
	Lee-Anne Farach, Director of People and Deputy Chief Executive	
	Bhupinder Gill, Assistant Director, Legal and Governance	
	Wayne Hemingway, Head of Democratic Services	
	Phil Watts, Chief Operating Officer	

Leader's Announcements

The Leader of the Council advised that the Council, along with the rest of the country, had held three minutes silence earlier in the day to mark the first anniversary of the murder of three young girls in Southport, Alice da Silva Aguiar, Bebe King and Elsie Dot Stancombe, sending love and solidarity to their families and community of Southport.

The Leader congratulated the Lionesses on their victory against Spain in the European Championships final, held in Switzerland on Sunday evening, noting the

Cabinet, 29 July 2025

role played by a local player from Bearsted, Kent, Alessia Russo. He also thanked those involved in raising the St George's flag at Gun Wharf over the weekend. The Deputy Leader added her congratulations to the Lionesses' victory and thanked the Council's sports team who were working hard to develop new football facilities in the local area.

The Leader advised that an application had been made for the forthcoming James Williams Healthy Living Centre, Pentagon Centre, Chatham to become one of the first 40 neighbourhood health centres. The Deputy Leader added that the Council had worked with partners including NHS Kent and Medway on this application, which was very much needed in Chatham and that the Government was due to announce the successful applications by the end of August.

Apologies for absence

Apologies for absence were received from Councillors Gurung, Price and Van Dyke.

Record of decisions

The record of the meeting held on 8 July 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

Three public questions and four Member questions had been received and were taken as set out in Appendix 1 to the report.

It was noted that full responses would be reported for information at the next meeting.

Care for Medway: Feasibility Study Outcomes Build and Operate a Care Home

Background:

The report presented the outcomes of the in-depth analysis of costs associated with building and operating a care facility on existing Council owned land and made recommendations for the next steps.

An Exempt Appendix 1 to the report provided further information in respect of the Care for Medway Feasibility Report.

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

Decision number:

Decision:

91/2025	The Cabinet agreed to progress with developing a Medway Council owned and operated care home at Innovation Park Medway (IPM) South (option 4).
92/2025	The Cabinet agreed to expand the scope to include all of the Southern site to further develop the masterplan agreed by Cabinet in March 2025, providing the Council with economies of scale. This cost would be circa £7million for RIBA (Royal Institute of British Architects) stage 0-7 to the same programme as the care home.
93/2025	The Cabinet agreed to delegate authority to the Director of People, and Deputy Chief Executive, in consultation with the Deputy Leader of the Council to sign off progression for each RIBA gateway up to completion of RIBA 3. The Cabinet noted that a report would be brought back to Cabinet to agree progression to construction (RIBA 4), and that project progression reporting would be via Corporate Landlord Board.
94/2025	The Cabinet agreed to recommend to Full Council the addition of circa £37 million to the Capital programme, inclusive of external project costs through to RIBA 7, internal capitalised project staff salaries, and initial work to deliver the whole of the IPM Southern site masterplan.
95/2025	The Cabinet agreed to recommend to Full Council the addition of £7 million to the Capital programme to deliver the rest of the masterplan, with a report brought to Cabinet to agree progression to construction (RIBA 4).

Reasons:

The recommendations are required to ensure that the site is brought forward in a manner that delivers a provision that meets the complex care needs of Medway residents along with ensuring that the site is delivered in the most sustainable manner and avoiding cauterising the delivery of the rest of IPM.

This project is unlikely to deliver financial savings in the short- to medium-term. High level operating costs were outlined in Exempt Appendix 1 on pages 315-18 of the Cabinet agenda. These will be expanded and refined as the project progresses through the RIBA stages. However, it will increase the capacity of high-quality care home provision within Medway. Furthermore, the long-term forecast need for residential and nursing dementia care in Medway indicates that demand for such provision is likely to increase significantly.

The proposed specification for a care home includes provisions for assessment beds, reablement and respite care, which would increase Medway's capacity and reduce waiting times for clients.

Cost of Living Crisis Response Plan 2025-2026

Background:

The report presented a refreshed Cost of Living Crisis Response plan for 2025/26, summarising the activity delivered to date along with plans for the coming year. The plan highlighted the positive actions and achievements of the 2024/25 plan, the work that continued and Medway's plans for the future.

The report set out that the plan articulated the services and activities in place to help mitigate some of the impact of the cost-of-living crisis on Medway's residents across four themes. These were responding to urgent need in Medway, minimising cost and optimising financial support, maximising incomes and supporting health and wellbeing, and building financial resilience and managing debt.

***Decision
number:***

Decision:

96/2025	The Cabinet approved the refreshed Cost of Living Crisis Response Plan 2025/26 for Medway, as set out in Appendix 1 to the report.
97/2025	The Cabinet agreed to delegate authority to the Chief Operating Officer, in consultation with the Leader of the Council to continue the use of the ReferKent platform for Medway, subject to the availability of a suitable budget as set out in section 5.6 of the report.
98/2025	The Cabinet agreed to the Leader of the Council writing to the Secretary of State for Work and Pensions, Liz Kendall MP to support Trussell's campaign, Guarantee Our Essentials.

Reasons:

Approving a refreshed Cost of Living Crisis Response Plan 2025/26 for Medway will continue to help ensure residents are aware of and are encouraged to access all support and services available to help mitigate the cost-of-living crisis.

Activity of the Housing Revenue Account Governance Group

Background:

The report set out the Council's arrangements for governance of its Housing Revenue Account (HRA). Receipt of the annual report was a commitment from the Terms of Reference agreed by the HRA Governance Group.

The purpose of the Group was to "ensure good strategic management of the HRA, the scrutiny of key performance indicators and governance of decision making that will impact Medway Council's tenants and leaseholders. Driving improvement and ensuring that Medway Council is a benchmark for other providers".

Decision **Decision:**
number:

The Cabinet noted the contents of the report.

Reasons:

The report ensures the Cabinet is fully informed about the activity of the HRA Governance Group (the Group) and its impact.

Housing Revenue Account (HRA) Performance 2024/25

Background:

The report presented the Cabinet with an update in respect of performance within the Housing Revenue Account (HRA) Landlord Services. Through the One Medway Council Plan, the Cabinet received updates on HRA performance and compliance on a quarterly basis, however this report covered information specifically relating to the 2024/25 financial year.

Decision **Decision:**
number:

The Cabinet noted the content of the report.

Reasons:

The report ensures the Cabinet is fully informed in respect of performance within the Housing Revenue Account (HRA) Landlord Services.

Capital Budget Monitoring - Round 1 2025/26

Background:

The report presented the results of the first round of the Council's capital budget monitoring process for 2025/26. The first round of Capital Budget Monitoring for 2025/26 forecasted a projected underspend of £846,000 against the approved budget, with £207,000 in Children and Adults directorate and £639,000 within the Regeneration, Culture and Environment directorate.

All other Services/Directorates were forecast to complete their capital schemes within the total approved budget of £229.606million.

Decision
number:

Decision:

The Cabinet noted the results of the first round of capital budget monitoring for 2025/26.

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.

Revenue Budget Monitoring - Round 1 2025/26

Background:

The report presented the results of the first round of the Council's revenue budget monitoring process for 2025/26. The forecast outturn for 2025/26 represented a pressure of £10.948million, and the Council's general reserves currently stood at £10.012million and would not therefore be in a position to fund an overspend on the scale of that currently projected.

The report therefore recommended that it would be necessary for the Council's senior managers and elected Members to implement urgent actions to bring expenditure back within the budget agreed by Full Council or as a minimum to within that which can be funded from general reserves.

Decision
number:

Decision:

The Cabinet noted the results of the first round of revenue budget monitoring for 2025/26.

99/2025 **The Cabinet instructed the Corporate Management Team to implement urgent actions to bring expenditure back within the budget agreed by Full Council.**

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.

Treasury Management Outturn Annual Report

Background:

The report presented an overview of treasury management activity during 2024/25 and confirmed that throughout the period the Council had complied with its legislative and regulatory requirements.

The Council was required by regulations issued under the Local Government Act 2003 to produce an annual review of treasury management activities and the actual prudential and treasury indicators for 2024/25, and the report met the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

**Decision
number:**

Decision:

The Cabinet noted the Treasury Management Outturn Annual Report.

Reasons:

Section 7.1 (e) of the Council's Financial Rules state that the Chief Operating Officer shall report to Cabinet and the Audit Committee not later than September on treasury management activities in the previous year.

Treasury Management Report 2025/26: Quarter 1

Background:

The report presented an overview of treasury management activity for 2025/26 Quarter 1.

The report explained that the CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management 2021 recommended that Members be updated on treasury management activities at least quarterly. This report, therefore, ensured the Council was implementing best practice in accordance with the Code.

The report was also due to be considered by the Audit Committee on 31 July 2025.

***Decision
number:***

Decision:

The Cabinet noted the Treasury Management report.

Reasons:

In accordance with the Chartered Institute of Public Finance Accountancy's (CIPFA) Code of Practice for Treasury Management, there should be a report on treasury every quarter.

One Medway Financial Improvement and Transformation Plan 2025-26 Q1 Update

Background:

The report presented a review of the Council's One Medway Financial Improvement and Transformation Plan (FIT Plan) monitoring for Round 1 and was to be read in conjunction with the Revenue Budget monitoring for the same period. This was the second year of the Council's journey to financial sustainability by producing and monitoring a FIT Plan.

***Decision
number:***

Decision:

The Cabinet noted the results of the first round of FIT Plan monitoring for 2025/26.

100/2025

The Cabinet agreed the new approach to monitoring the FIT Plan.

101/2025

The Cabinet instructed the Corporate Management Team to expedite actions within the FIT Plan, where failure to do so may adversely affect the budget position.

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.

Property Review: Operational Properties: Results of the consultation regarding the future of the Public Toilets at Rainham Shopping Centre

Background:

The report presented the outcome of the consultation in respect of the public toilets at Rainham Shopping Centre and requested that they be declared surplus. The consultee (the Head Tenant of the adjoining shopping centre) had confirmed that they would be happy to include the ownership and maintenance of the public toilets as part of the acquisition of the freehold of the shopping centre.

An Exempt Appendix 1 to the report provided further financial information in respect of the of the public toilets at Rainham.

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

Decision number:

Decision:

- | | |
|-----------------|--|
| 102/2025 | The Cabinet agreed to declare surplus, the toilet block at Rainham Shopping Centre, so that it could be disposed of by the Director of Place, in consultation with the Council's Corporate Landlord Board (CLB) on the basis that the purchaser would be required to keep the toilets open or to provide alternative arrangements including the provision of disabled toilets within Rainham Shopping Centre. |
| 103/2025 | The Cabinet agreed to authorise the Council's legal department to conclude the resultant contractual documents. |

Reasons:

To act on the recommendations which the Chartered Institute of Public Finance & Accountancy (CIPFA) made in its report dated January 2024.

To generate revenue savings and capital receipts for the Council, whilst avoiding future capital expenditure on properties, for example on required maintenance. This will help the Council to be more financially sustainable.

Gateway 1 Procurement Commencement - Corporate FM Contracts

Background:

The report sought permission to commence the procurement of a suite of new Facilities Management (FM) Services Contracts, to commence on 1 April 2026, ending the current FM agreements. Medway Norse had been served with notice under a letter of intent 9 April 2025 which had been accepted.

**Decision
number:**

Decision:

104/2025

The Cabinet noted the report and agreed to the pursuance of the procurement of specialist facilities management contractors across different service areas subject to the removal of all facilities management services from the current provider.

105/2025

The Cabinet agreed to entrust the client lead as outlined in section 6.4.1. of the report, to finalise the quality questions initially proposed in section 7.3.2. of the report.

Reasons:

The approach outlined is considered the most suitable delivery model that meets the needs of the Medway Council estate, ensuring compliance and FM services that can be performance managed through Key Performance Indicators (KPIs).

Gateway 1 Project Commencement/Options Appraisal - Medway Test

Background:

The report sought permission to commence the procurement of the Medway Test Contract. This formed part of the wider statutory duty of the Local Authority to ensure all pupils could access a suitable school place and supported the Council Plan priority of Medway's children achieving their potential in schools.

The current contract expired in January 2026. The Medway Test Team would need to start planning the September 2026 test with the successful supplier from January 2026 in order for the tests to be written and relevant arrangements to be made in time.

**Decision
number:**

Decision:

106/2025

The Cabinet noted the report and agreed to the pursuance of the delivery of the Medway Test as per the preferred option identified in paragraph 7.2.5. of the report.

107/2025

The Cabinet agreed to entrust the client lead to finalise the quality questions initially proposed in 7.5 of the report.

108/2025

The Cabinet agreed to the undertaking of the designed procedure as illustrated in paragraph 7.2.5. of the report.

109/2025

The Cabinet agreed that the procuring officer would not seek a PCG/Bond.

Reasons:

To ensure that an appropriate contract is awarded for a provider to deliver the Medway Test through a robust process.

.....
Leader of the Council

.....
Date

Wayne Hemingway, Head of Democratic Services

Telephone: 01634 332509

Email: democratic.services@medway.gov.uk