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## CABINET

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**MINUTES** of the Meeting held in the Council Chamber, Swale House, East Street, Sittingbourne, Kent, ME10 3HT on Wednesday, 13 July 2016 from 7.00 - 7.50 pm.

**PRESENT:** Councillors Bowles (Chairman), Mike Cosgrove, Duncan Dewar-Whalley, Alan Horton and Gerry Lewin (Vice-Chairman).

Councillor Sarah Aldridge was in attendance as Deputy Cabinet Member for Housing and Wellbeing and Councillor Sue Gent was in attendance as Deputy Cabinet Member for Environment and Rural Affairs.

**OFFICERS PRESENT:** Martyn Cassell, Steph Curtis, Abdool Kara, Jo Millard, Alice Oxley, Donna Price, Bob Pullen, Mark Radford, Gary Rowland and Nick Vickers.

**ALSO IN ATTENDANCE:** Councillors Nicholas Hampshire, Mike Henderson, Paul Fleming, Nigel Kay and Bryan Mulhern.

**APOLOGIES:** Councillors Ken Pugh and David Simmons.

### 781 EMERGENCY EVACUATION PROCEDURE

The Chairman drew attention to the evacuation procedure.

### 782 MINUTES

The Minutes of the Meeting held on 15 June 2016 (Minute Nos. 736 – 740) were taken as read, approved and signed by the Chairman as a correct record.

### 783 DECLARATIONS OF INTEREST

No interests were declared.

### PART A REPORT FOR RECOMMENDATION TO COUNCIL

### 784 SWALE BOROUGH COUNCIL CORPORATE EQUALITIES SCHEME 2016 - 2020

#### The Leader

Cabinet considered the report of the Policy and Performance Officer and the above Cabinet Member, which invited Members to note the response to the consultation and agree the Corporate Equalities Scheme 2016-20.

#### ***Recommended:***

- (1) *That Cabinet endorse the Corporate Equalities Scheme 2016-20 for Council approval.***

### PART B REPORTS FOR DECISION BY CABINET

**785 PAYMENT SERVICES CONTRACT****Cabinet Member for Finance and Performance**

Cabinet considered the report of the Head of Finance and the above Cabinet Member. The Cabinet Member for Finance and Performance outlined the effectiveness of payment collection within the current contract, and highlighted that payment could continue to be made at the Post Office and Paypoint networks within the contract with Allpay Limited.

***Recommendation:***

- (1) That the Council's Payment Services requirements are placed with Allpay Limited.***
- (2) That the period of the contract should run for four years from 1 February 2017.***
- (3) That the Head of Finance be authorised, in consultation with the Cabinet Member for Finance and Performance, to enter into the contract with Allpay Limited.***

**786 SWALE'S PLAYING PITCH STRATEGY****Cabinet Member for Environment and Rural Affairs and Cabinet Member for Housing and Wellbeing**

Cabinet considered the report of the Head of Commissioning and Customer Contact and the above Cabinet Members.

A Member sought clarification on why some sites did not appear to be listed in the strategy and was advised that some were not owned by Swale Borough Council (SBC), and others may be listed under an alternative name. In the absence of both Cabinet Members, the Leader advised that if Members had any further comments or suggestions, recommendation (2) allowed for minor amendments.

***Resolved:***

- (1) That the Council adopts the Playing Pitch Strategy 2016-26 to allow implementation of the Stakeholder Delivery Group.***
- (2) That the Head of Commissioning and Customer Contact be authorised, in consultation with the Cabinet Member for Environment and Rural Affairs and the Cabinet Member for Housing and Wellbeing, to make minor amendments to the Playing Pitch Strategy 2016-26, should Sport England recommend any final changes.***

**787 CCTV EFFECTIVENESS REVIEW****Cabinet Member for Safer Families and Communities**

Cabinet considered the report of the Interim Director of Regeneration and the above Cabinet Member, which set out the review on CCTV effectiveness and made recommendations for the decommissioning or retention of specific cameras.

The Cabinet Member for Safer Families and Communities explained how the consultation with the public was carried out, and advised that of the 21 sites consulted on, 16 were recommended to be decommissioned. He went on to advise that the review was not a cost saving exercise, cameras may be repositioned and redeployed if necessary or used as mobile cameras. In response to a question from a Member to clarify how a mobile camera operated, the Cabinet Member for Safer Families and Communities explained that a number of the decommissioned cameras could be repurposed for use as 'mobile' modern cameras and confirmed that the Community Safety Partnership would be pursuing this option.

A Member encouraged a working partnership with Southeastern Trains and spoke of the success of tracking incidents from trains to stations and the surrounding areas. The Cabinet Member for Safer Families and Communities advised that the system was managed and monitored by the control room in Medway and the current contract was due for renewal, but that operationally there is a link with British Transport Police. He did not think the removal of a camera at Institute Road/St. Mary's Road Car Park, Faversham would have a significant impact, but advised that cameras could be redeployed.

A Member highlighted the lack of cameras in Sittingbourne High Street, particularly in the western end where there were a number of restaurants and public houses. The Cabinet Member for Safer Families and Communities agreed to discuss areas of concern with individual Members whose wards were affected.

**Resolved:**

- (1) That the 16 CCTV cameras within Appendix I recommended for decommissioning be approved.**
- (2) That the Cabinet Member for Safer Families and Communities to discuss the outcome of the review, including suggested new CCTV locations and development of a CCTV Communications Plan, with the Community Safety Partnership.**

**788 FINANCIAL MANAGEMENT REPORT - FINANCIAL OUTTURN REPORT 2015/16**

**Cabinet Member for Finance and Performance**

Cabinet considered the report of the Head of Finance with the above Cabinet Member who advised that, following a request from the Scrutiny Committee, the report structure had been revised to set out the reasons for the underspend more clearly. He highlighted the underspend on services of over £1.9million, the 40% increase in the collection of business rates which was one of the highest increases in Kent, and thanked the Head of Finance, Officers and Cabinet Members.

The Cabinet Member for Finance and Performance proposed an additional recommendation to be included:

(11) *In the event of any representation being made on the Outturn report by the Scrutiny Committee, the Head of Finance, in consultation with the Cabinet Member for Finance and Performance, be given delegated authority to respond to those representations.*

Members welcomed the improved format of the report.

In response to a question from a Member on why, on page 169 of the report, there was an increase in funding when there had been an underspend the previous financial year, the Cabinet Member for Finance and Performance advised that building maintenance was variable year on year. The Head of Finance added that the team were requesting to roll over every penny and the figure was to balance the underspend shown on page 159 of the report. The same Member asked why the request of £10,000 towards the fencing required at Bell Road Cemetery, Sittingbourne on page 176 could not be increased and completed properly, as it was a small amount, and the Cabinet Member for Finance and Performance agreed to consider this and respond at a later date.

A Member referred to the £60k rollover request for Footpath ZR5 in Faversham on page 177 of the report, and asked why, when the estimated cost of the work was between £80k – £135k, SBC were contributing half the cost when the responsibility of Public Rights of Way was Kent County Council (KCC)? A discussion ensued and the following points were raised:

- why was the £60k required now for a project not yet approved?;
- clarification on what was required as KCC had asked to be indemnified by SBC for any compensation due to residents;
- was the footpath in front of Waterside Close, Faversham in poor condition because of the poor retaining wall, or was it sinking? and
- due to processes required, the funding may not be required until 2017/18 so why commit the money now?

The Cabinet Member for Regeneration advised that, whilst KCC were the Planning Authority for the scheme, KCC and SBC were jointly, legally responsible. He advised that SBC were asked to make a contribution prior to approval, there may or may not be compensation due, there would be a detailed examination of the footpath by a KCC Engineer, and the funding was a requirement in the future, so provision for this needed to be included in the budget now.

The Chief Executive added that it was not the purpose of the report to agree further costs or indemnification, as those decisions if needed would be taken through separate processes.

A Member highlighted the importance of a spend to save initiative, referring to the rollover requests in parking on page 175 of the report.

**Resolved:**

1. *That the gross revenue underspend on services of £1,958,000 be noted.*
2. *That the £138,250 roll-over of specific and other grants, and a rollover of £48,000 due to an accounting adjustment re play areas be noted.*
3. *That the approved roll-over of £170,000 to meet the 2016/17 base budget as set out in paragraph 1.6 be noted.*
4. *That the net revenue underspend on services of £1,601,750 be noted.*
5. *That the revenue roll-over of specific and other grants of £138,250 as set out in Table 3 Appendix I be approved.*
6. *That the net revenue over-recovery on business rates of £1,744.380 be noted.*
7. *That the further revenue service roll-overs of £754,510 from 2015/16, and the setting up of new reserves as set out in Table 4 Appendix I for approval be approved.*
8. *That the revenue service bids of £443,990 as set out in Table 5 Appendix I be approved.*
9. *That the allocation of uncommitted underspends to reserve funds be delegated to the Head of Finance.*
10. *That the capital roll-overs of £473,160 as detailed in Table 10 Appendix I be approved.*
11. *That in the event of any representation being made on the Outturn report by the Scrutiny Committee, the Head of Finance, in consultation with the Cabinet Member for Finance and Performance, be given delegated authority to respond to those representations.*

**789 MINUTES OF THE SOUTH THAMES GATEWAY BUILDING CONTROL JOINT COMMITTEE HELD ON 9 JUNE 2016**

Cabinet noted the resolutions from the South Thames Gateway Building Control Joint Committee of 9 June 2016.

**Resolved:**

- (1) *That the resolutions from the South Thames Gateway Building Control Joint Committee of 9 June were noted.*

**790 MINUTES OF THE SWALE JOINT TRANSPORTATION BOARD MEETING HELD ON 4 JULY 2016**

Cabinet considered the recommendation from the Swale Joint Transportation (JTB) Board Meeting held on 4 July 2016.

**Resolved:**

- (1) *That the JTB unanimously supports Minster-on-Sea Parish Council in pursuing Quiet Lane Status on Elm Lane, Bell Farm Lane, Plough Road and Oak Lane, on the Isle of Sheppey.*

Chairman

Copies of this document are available on the Council website <http://www.swale.gov.uk/dso/>. If you would like hard copies or alternative versions (i.e. large print, audio, different language) we will do our best to accommodate your request please contact Swale Borough Council at Swale House, East Street, Sittingbourne, Kent, ME10 3HT or telephone the Customer Service Centre 01795 417850.

All Minutes are draft until agreed at the next meeting of the Committee/Panel