

POLICY AND RESOURCES COMMITTEE MEETING

Date: Wednesday 24 April 2019
Time: 6.30 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors Mrs Blackmore, Boughton, M Burton, Clark, Cox (Chairman), Field, Mrs Gooch, Harvey, McKay, McLoughlin, D Mortimer, Newton, Perry (Vice-Chairman) and Springett

The Chairman will assume that all Members will read the reports before attending the meeting. Officers are asked to assume the same when introducing reports.

AMENDED AGENDA

Page No.

1. Apologies for Absence
2. Notification of Substitute Members
3. Urgent Items
4. Notification of Visiting Members
5. Disclosures by Members and Officers
6. Disclosures of Lobbying
7. To consider whether any items should be taken in private because of the possible disclosure of exempt information.
8. Minutes (Part I) of the Meeting Held on 27 March 2019
9. Presentation of Petitions (if any)
10. Questions and answer session for members of the public (if any)
11. Committee Work Programme
12. Key Performance Indicators 2019-20
13. Corporate Risk Update
14. 100% Business Rates Retention Pilot - Update

Issued on Thursday 18 April 2019

Continued Over/:

Alison Broom

Alison Broom, Chief Executive

15. Property Asset Review Update
16. Nominations to Outside Body - Rochester Bridge Trust
17. **Minutes of the Meeting Held on 21 November 2018** **92 - 96**
18. **Minutes of the Meeting Held on 28 November 2018** **97 - 99**

PART II

To move that the public be excluded for the items set out in Part II of the Agenda because of the likely disclosure of exempt information for the reasons specified having applied the Public Interest Test.

Head of Schedule 12 A and Brief Description

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| 19. Minutes (Part II) of the Meeting Held on 27 March 2019 | Para. 3
Financial/Business
Affairs |
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PUBLIC SPEAKING AND ALTERNATIVE FORMATS

If you require this information in an alternative format please contact us, call **01622 602899** or email committee@maidstone.gov.uk.

In order to speak at this meeting, please contact Democratic Services using the contact details above, by 5 p.m. one clear working day before the meeting (i.e. 22 April 2019). If asking a question, you will need to provide the full text in writing. If making a statement, you will need to tell us which agenda item you wish to speak on. Please note that slots will be allocated on a first come, first served basis.

To find out more about the work of the Committee, please visit www.maidstone.gov.uk.

Agenda Item 17

If you wish to refer any decisions contained in these minutes to Council, please submit a Decision Referral Form, signed by five Councillors, to the Mayor by: 5 December 2018

MAIDSTONE BOROUGH COUNCIL

Policy and Resources Committee

MINUTES OF THE MEETING HELD ON WEDNESDAY 21 NOVEMBER 2018

Present: Councillors Mrs Blackmore, Boughton, M Burton, Clark, Cox (Chairman), Field, Mrs Gooch, McKay, McLoughlin, D Mortimer, Newton, Purle, Mrs Ring and Springett

Also Present: Councillors Kimmance

90. APOLOGIES FOR ABSENCE

It was noted that apologies were received by Councillors Perry, Garland and Harvey.

Apologies for lateness were received from Councillor Blackmore.

91. NOTIFICATION OF SUBSTITUTE MEMBERS

It was noted that the following members were present as substitute members:

- Councillor Ring for Councillor Perry
- Councillor Purle for Councillor Garland

92. URGENT ITEMS

There were no urgent items.

93. NOTIFICATION OF VISITING MEMBERS

It was noted that Councillor Kimmance was present as a visiting member, but did not register to speak.

94. DISCLOSURES BY MEMBERS AND OFFICERS

The following Members made declarations in relation to item 17 – Property Asset Review:

- Councillor Purle – who disclosed he lived close to one of the sites, but did not regard this a Disclosable Pecuniary Interest or Other Significant Interest.
- Councillors Clark and Mortimer disclosed that they were trustees of the Hayle Park Nature Reserve, but they did not regard this as an Other Significant Interest.

Note: Councillor Blackmore arrived at 6.36 p.m. during consideration of this item.

95. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

96. EXEMPT ITEMS

The Committee considered whether to take Item 17 – Property Asset Review in public, rather than in private due to the possible disclosure of exempt information as proposed. The reason given by the Committee was that the information was not sufficiently commercially sensitive to take in private, as the Committee had a duty of transparency to the public.

The Chief Executive and Monitoring Officer advised that the Council had a duty to ensure best value and to take the item in public could harm the Council's negotiating position in relation to property assets in the future. It was confirmed that there would be full public engagement with respect to any site identified for change of use in accordance with the Council's normal practice.

RESOLVED: That

1. Item 17 - Property Asset Review be taken in public.

Voting: For - 8 Against - 5 Abstentions - 1

2. Item 16 – Minutes (Part II) of the meeting held on 24 October 2018 be taken in private due to the possible disclosure of exempt information.

Note: Councillor Gooch requested her dissent be noted for Resolution 1.

97. PROPERTY ASSET REVIEW

The Committee debated whether it was appropriate to consider this item at the meeting. It was felt that as the Committee had resolved to take the item in public, it would be preferable if the information could be made available to the public prior to the meeting it was due to be considered at. This would ensure transparency for the public. However before the decision was taken to consider the item in public, legal advice was requested on the implications for the Council of making this information publicly available.

RESOLVED:

That the Property Asset Review be deferred so the Committee can be advised by the Proper Officer on the implications of the item being taken in public at the next available Committee meeting.

Voting: For - 7 Against - 6 Abstentions - 1

Note: Councillor Gooch asked for her dissent to be noted on the resolution for this item.

98. MINUTES OF THE MEETING HELD ON 15 OCTOBER 2018

RESOLVED: That the minutes be agreed as an accurate record of the meeting and signed.

99. MINUTES OF THE MEETING HELD ON 24 OCTOBER 2018

Councillor Boughton informed the Committee that he had disclosed that he had been lobbied on the item relating to Flood Risk Alleviation, but this had not been recorded in the minutes.

RESOLVED: That, subject to the addition outlined above, the minutes be agreed as an accurate record of the meeting and signed.

100. PRESENTATION OF PETITIONS (IF ANY)

There were no petitions.

101. QUESTIONS AND ANSWER SESSION FOR MEMBERS OF THE PUBLIC (IF ANY)

There were no questions from members of the public.

102. COMMITTEE WORK PROGRAMME

Mr Mark Green, the Director of Finance and Business Improvement, updated the Committee on its work programme. The following updates were noted by the Committee:

- The Commissioning and Procurement Strategy would now be considered by the Committee once the Strategic Plan had been agreed.
- The item on CCTV provision had been deferred until January.
- Budget Proposals were due to be considered by Policy and Resources Committee in January, as they would not be ready for consideration in December.

Mr William Cornall, Director of Regeneration and Place, confirmed that the Housing Delivery Partnership Proposal which had been referred to Policy and Resources Committee by the Communities, Housing and Environment Committee would be considered by the Policy and Resources Committee in January.

RESOLVED: That the Committee Work Programme is noted.

103. REPORTS OF OUTSIDE BODIES

The Committee considered Councillor Round's report of his work with the Upper Medway Internal Drainage Board, and noted that it was a clear but brief report. It was requested that this report be circulated to members as a good practice example of how to fill out Outside Body reports.

RESOLVED: That the report be noted.

104. 2ND QUARTER BUDGET MONITORING REPORT

Mr Mark Green presented his report which provided an update on the Policy and Resources Committee's financial position at the end of the second quarter of the year. Additionally, the Committee was asked to provide guidance as to what level of budget variances they wanted reported to them, with the current level being variances of more than £30,000 being reported. The report recommended that this level remained the same.

The Committee noted that:

- The largest revenue underspend was for the homelessness prevention service, and the largest overspends were in Planning Fees and the Park and Ride Service.
- A number of capital projects were listed as having slippage – this was due to the projects not progressing as quickly as originally anticipated, however the spend was still projected to be required.

Mr Green was requested to carry out some work to assess the financial benefits of the resources the Council had invested into procuring its own Temporary Accommodation portfolio, as it was clear that this approach had been beneficial to the Council.

In response to a question from a Member of the Committee, Mr Green explained that reporting budget variances as a percentage of projected spend could mean a large number of operational decisions being reported to Committee. Equally, there was a risk that overspends that were significant to the authority's finances that related to large capital projects may also be missed due to not reaching the agreed threshold. Mr Green confirmed that £30,000 represented around 0.1% of the Council's revenue budget.

RESOLVED: That

1. The second quarter budget monitoring report, attached at Appendix 1, be noted.
2. The threshold for reported detailed information against the variances against the revenue budget be set to £30,000.

Voting: Unanimous

105. REFERENCE FROM STRATEGIC PLANNING, SUSTAINABILITY AND TRANSPORTATION COMMITTEE - SPORTS FACILITIES AND PLAYING PITCH STRATEGIES CAPITAL BUDGETS

The Chairman confirmed to the Committee that this reference had been made by the Strategic Planning, Sustainability and Transportation Committee before the Heritage, Culture and Leisure Committee had resolved to undertake an in depth review of Sports Provision in the Borough. Therefore the appropriate time to consider Capital Budgets was when the Heritage, Culture and Leisure Committee had completed its review.

RESOLVED: That the reference from the Strategic Planning, Sustainability and Transportation Committee is noted.

106. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That the press and the public be excluded from the meeting due to the possible disclosure of confidential information for the reasons outlined in the report, having taken into account the public interest test.

107. MINUTES (PART II) OF THE MEETING HELD ON 24 OCTOBER 2018

RESOLVED: That the minutes (Part II) of the meeting held on 24 October 2018 are agreed as a correct record and signed.

108. DURATION OF MEETING

6.32 p.m. to 7.37 p.m.

MAIDSTONE BOROUGH COUNCIL

Policy and Resources Committee

MINUTES OF THE MEETING HELD ON WEDNESDAY 28 NOVEMBER 2018

Present: Councillors Mrs Blackmore, Clark, Cox (Chairman), Field, Garland, Mrs Gooch, McKay, McLoughlin, D Mortimer, Newton, Perry, Springett and Mrs Wilson

109. APOLOGIES FOR ABSENCE

It was noted that apologies were received by Councillors Boughton and Harvey.

110. NOTIFICATION OF SUBSTITUTE MEMBERS

It was noted that Councillor Wilson was present as a substitute for Councillor Harvey.

Note: Councillor Springett arrived at 6.31pm during consideration of this item.

111. URGENT ITEMS

The Chairman informed the Committee that he had decided to accept an urgent update for item 13 Medium Term Financial Strategy. The Chairman explained that the reason for urgency was that these pages had been missed from the agenda in error, but contained important information to assist with the decision being made.

112. NOTIFICATION OF VISITING MEMBERS

There were no visiting members.

113. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members or Officers.

114. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

115. TO CONSIDER WHETHER ANY ITEMS SHOULD BE TAKEN IN PRIVATE BECAUSE OF THE POSSIBLE DISCLOSURE OF EXEMPT INFORMATION.

RESOLVED: That all items be taken in public, as proposed.

116. PRESENTATION OF PETITIONS (IF ANY)

There were no petitions.

117. COMMITTEE WORK PROGRAMME

RESOLVED: That the Committee Work Programme is noted.

118. QUESTIONS AND ANSWER SESSION FOR MEMBERS OF THE PUBLIC (IF ANY)

There were no questions from members of the public.

119. PLANNING TRAINING FOR POLICY AND RESOURCES COMMITTEE MEMBERS

Mr Sam Bailey, Democratic and Administration Services Manager, presented a report outlining the training programme for the Committee. The reason a planning training programme was being presented for approval was so the Policy and Resources Committee were compliant with the requirements in the constitution in regard to Planning Training if it needed to meet to determine a planning application. The recommendation in the report was for the Committee to replicate the training programme agreed by Planning Committee, to ensure consistency of training across the two Committees.

In response to a question from a member of the Committee, Mr Bailey confirmed the Planning Committee had not agreed their training programme yet, but that it was due to be agreed at the Planning Committee meeting on the following evening.

The Committee felt it was important that, if the Planning Committee failed to agree its training programme, there was a provision in place to ensure that the Head of Planning and Development could ensure appropriate training was provided to the Policy and Resources Committee before it convened to exercise its function as the planning referrals body.

RESOLVED:

That the planning training programme for members of Policy and Resources Committee for 2018/19 replicates the mandatory training programme agreed by the Planning Committee.

Voting: Unanimous

120. NEW STRATEGIC PLAN VISION, OBJECTIVES AND OUTCOMES 2019-45

Mrs Angela Woodhouse, the Head of Policy, Communications and Governance, presented the New Strategic Plan Vision, Objectives and Outcomes for 2019-45 to the Committee. Mrs Woodhouse explained that the Strategic Plan had undergone an extensive consultation process with members, parish councils, Council staff, partner organisations and the

public. The plan that was presented to members had been drafted taking into account the feedback received.

The Committee thanked the team for their hard work on producing the Strategic Plan, and asked that the work that had been carried out engaging with Parish Councils continued once the plan had been agreed.

RESOLVED:

That Council is recommended to adopt the new Strategic Plan Vision, Priorities and Objectives as set out in Appendix A.

Voting: Unanimous

Note: Councillor Garland arrived at 6.51pm, during consideration of this item.

121. MEDIUM TERM FINANCIAL STRATEGY

The Committee received a presentation from Mark Green, Director of Finance and Business Improvement, outlining the Council's Medium Term Financial Strategy for 2019/20 – 2023/24. Mr Green explained that the strategy had been adapted to align with the new draft strategic plan and its four strategic priority areas. The Committee was presented with three possible future scenarios in terms of the Council's finances – positive, adverse and negative. Mr Green conveyed that the Council's spending would need to reflect the financial resources available to it, and the resources available depended on outside factors. However Maidstone Borough Council was less exposed to this risk than other authorities due to being more reliant on Council Tax collection and generating its own income rather than grants from central government. It was noted that the financial position appeared to be relatively secure up to 2020/21, but following this the future was much more unclear.

The Committee requested that as the strategy continued to be developed, further consideration be given to modelling the impact on the Council's finances to limiting Council Tax rises to the rate of inflation.

RESOLVED:

That Council is recommended to adopt the Medium Term Financial Strategy 2019/20-2023/24 as set out in Appendix A.

Voting: Unanimous

122. DURATION OF MEETING

6.30pm to 7.19pm