

With the exception of any decisions which are indicated as being urgent, the decisions of the Committee are subject to the decision review process. Broadly those decisions will only become effective three working days after they are published unless 14 Councillors have indicated that they require the decision to be reviewed.

Date of publication: 12 February 2019

## **CANTERBURY CITY COUNCIL**

### **POLICY AND RESOURCES COMMITTEE**

#### **Minutes of a meeting held on Wednesday, 6th February, 2019 at 7.00 pm in The Guildhall, St Peter's Place, Canterbury**

**Present:** Councillor S Cook (Chairman)  
Councillor Todd  
Councillor Baldock  
Councillor Bartley  
Councillor A Cook  
Councillor Dixey  
Councillor Glover  
Councillor L Jones  
Councillor Samper  
Councillor A Taylor  
Councillor Walker  
Councillor Williams

**Officers:** Steven Boyle - Head of Legal Services  
Colin Carmichael - Chief Executive  
Tricia Marshall - Deputy Chief Executive  
Josie Newman - Democratic Services Manager  
Lisa Fillery - Director of Finance and Procurement  
Nicci Mills - Principal Accountant  
Andrew Smith - Senior External Development Officer  
Simon Thomas - Head of Planning  
Stevie Andrews - Deputy Team Leader  
Andrew Thompson - Principal Planning Officer (Policy)  
Richard Moore - Head of Transportation and Environment  
Claire Stanbury - Financial Systems and Income Manager

(\*present for part of the meeting)

#### **671 APOLOGIES FOR ABSENCE**

Apologies had been received from Councillor H Taylor.

#### **672 SUBSTITUTE COUNCILLORS**

There were no substitute members for the meeting.

673 **DECLARATION OF ANY INTERESTS**

Councillor L Jones made a voluntary declaration that her business ran events and so she did not participate in the debate or voting on the event item.

674 **PUBLIC PARTICIPATION**

There was one public speaker for the meeting they were heard immediately prior to the Manston Airport item.

675 **MINUTES**

The minutes were agreed as a true recorded and signed by the chairman.

676 **EVENTS POLICY REVIEW**

(Councillor L Jones made a voluntary declaration that her business ran events and so she did not participate in the debate or voting)

The Senior External Development Officer introduced the report which sought the adoption of the Events Policy and Implementation Strategy. He drew attention to the recommendation of the Canterbury Forum that a small events category be added and explained that the Friends of Groups formed most of those types events and these groups had been involved in the consultation and were happy with the provisions already set out for them in the policy. The officer advised that minor further amendments would be made to maintain consistency.

Committee members made comments and the Senior External Development Officer gave points of clarification where necessary. Points including the following were covered:

1. It could take a long time for a residents or friends group to agree memorandums of understandings with the Council, and whilst they were without a MoU they were not eligible for the Friend of Group rate. However, the events concession process could help in those situations and there was also other support which the team could offer which was specifically for newly forming organisations.
2. Event organisers could be encouraged to recycle but at present the council's waste contractor was not able to resource that, however, organisers could make their own waste collection arrangements if they wanted.
3. An application to run an event could be turned down. There was further guidance in the wider policy document about this.

The recommendation set out in the report was proposed, seconded and when put to a vote -

**RESOLVED:** That the draft Events Policy and Implementation Strategy be adopted.

**Reason for the decision:** The draft Events Policy and Implementation Strategy has been developed in consultation with local event organisers and residents in order to

develop an events service that enables community and commercial activity in the district.

Record of the voting

For: Councillors Baldock, Bartley, A Cook, S Cook, Dixey, Glover, Samper, A Taylor, Todd and Williams (10)

Against the proposal: None

Abstaining from the proposal: Councillor L Jones (1)

Not present for the voting: Councillor Walker (1)

## 677 **LOCAL IMPACT REPORT - MANSTON AIRPORT**

(Prior to the consideration of the item, Councillor Hirst, who was present as an observer, spoke.)

The Planning Manager (Development Management) introduced the report which set out the planning issues for Canterbury district relating to the National Infrastructure Project for the upgrade and reopening of Manston Airport and which included, within the annex to the report, a draft Local Impact Report for consideration by the Committee.

Committee members debated the matter including the following:

1. The proposals could bring major economic benefits, however, some residents could experience noise disturbance.
2. There was concern relating to the capacity of the road network.
3. Minor amendments regarding the enforcement of noise levels, traffic concerns at Brenley corner and low flying aircraft over Whitstable were suggested and endorsed by the committee.

The recommendations in the report were proposed, seconded and when put to a vote agreed.

**RESOLVED:** That the draft Local Impact Report for submission to the Planning Inspectorate be approved and that the Head of Planning be authorised, in consultation with the Chair of the Policy and Resources Committee, to make any necessary minor amendments to the content of this report should any further information be received.

**Reason for the decision:** The submission allows the Council to outline to the Examining Authority the likely impacts of the proposed development on the Canterbury district for more detailed consideration during the examination stage.

Record of the voting

For: Councillors Baldock, Bartley, A Cook, S Cook, Dixey, Glover, L Jones Samper, A Taylor, Todd, Walker and Williams (12)

Against the proposal: None

Abstaining from the proposal: None

## 678 **CANTERBURY DISTRICT COMMUNITY INFRASTRUCTURE LEVY (CIL): DRAFT CHARGING SCHEDULE**

The Chairman drew attention to the two supplements for the meeting.

The Deputy Team Leader (Planning Policy) introduced the report. A Preliminary Draft Charging Schedule was consulted on for six weeks between October and December 2018, the consultation responses had been taken into account in preparing the Draft Charging Schedule. It was proposed that the Draft Charging Schedule be published for consultation, and subsequently submitted to the Planning Inspectorate for independent examination. Consultation responses during the next stage would go straight to the examiner.

The recommendations set out in the report were proposed, seconded and when put to a vote -

RESOLVED:

- (a) That the Committee approves the Draft Charging Schedule (Appendix A) for consultation, and subsequently, to submit the Draft Charging Schedule with the supporting documents for examination.
- (b) That the Draft Instalments and Payment In Kind Policy (Appendix D) be published for consultation alongside the Draft Charging Schedule.

**Reason for the decision:** The introduction of the CIL will support the delivery of the Local Plan, through raising additional monies to support the delivery of infrastructure. The evidence demonstrates that the proposed charging rates can be introduced without putting the delivery of the Local Plan at risk.

Record of the voting

For: Councillors Baldock, Bartley, A Cook, S Cook, Dixey, Glover, L Jones Samper, A Taylor, Todd, Walker and Williams (12)

Against the proposal: None

Abstaining from the proposal: None

## 679 **OFF STREET PARKING ORDER**

The Head of Transportation and Environment introduced the report which set out a number of proposed changes to the charges and conditions in the council's public car parks which had been subject to public consultation.

The Committee discussed the matter and the Head of Transportation and the Environment clarified that there were no changes proposed to the blue badge scheme.

The Director of Finance and Procurement confirmed that the £5 charge for paying for permits by direct debit was the charge levied by the software provider for the ten transactions per year that would result.

The recommendation set out in the report was proposed, seconded and when put to a vote -

RESOLVED: That the proposals contained in Appendix 1 to this report, having been taken to public consultation, shall be implemented on 1st April 2019.

**Reasons for the decision:** Changes to the tariff structure in the Whitefriars car park will bring them into line with other city centre car parks. Introducing a half-day charge for coaches in the Canterbury coach park should encourage drivers to use the facility

rather than park in inappropriate areas. The proposed tariffs in Herne Bay and Whitstable would be comparable with similar coastal towns in the East Kent area.

Record of the voting

For: Councillors Baldock, Bartley, A Cook, S Cook, Dixey, Glover, L Jones Samper, A Taylor, Todd, Walker and Williams (12)

Against the proposal: None

Abstaining from the proposal: None

**680 TREASURY MANAGEMENT, CAPITAL AND INVESTMENT STRATEGY 2019/20**

The Director of Finance and Procurement introduced the report which advised the Council on the Strategies to be adopted for Treasury Management, Capital and Investments for 2019/20 including approval of the Prudential Borrowing Limits for 2019/0 – 2021/22 and the policy on Minimum Revenue Provision.

The recommendations set out in the report were proposed, seconded and when put to a vote -

RECOMMENDED (to Full Council):

- (a) That the attached Treasury Management Strategy including the Minimum Revenue Provision policy for 2019/20 be approved;
- (b) That the attached Capital Strategy for 2019/20 be approved;
- (c) That the attached Investment strategy for 2019/20 be approved.

**Reason for the decision:** The council should have a treasury management, capital and investment strategies agreed prior to the start of the financial year. Approving this strategy ensures that the council is complying with best practice.

Record of the voting

For: Councillors Baldock, Bartley, A Cook, S Cook, Dixey, Glover, L Jones Samper, A Taylor, Todd, Walker and Williams (12)

Against the proposal: None

Abstaining from the proposal: None

**681 FINANCIAL OUTLOOK AND DRAFT REVENUE AND CAPITAL BUDGETS 2019/20**

The Deputy Chief Executive introduced the report which covers the General Fund Revenue and Capital Budgets and builds on the budget strategy set out in November 2018. It set out the issues that needed to be considered in order to determine the budget requirement and council tax level for 2019/20 and the financial plan to 2023/24. The report also set out the risks and uncertainties associated with the budget including the achievement of planned savings as well as considering the adequacy of reserves.

The Deputy Chief Executive drew attention to the new information received since November, which was also covered in the report.

The Committee discussed relevant matters and the Deputy Chief Executive gave points of clarification where necessary.

The recommendations set out in the report were proposed, seconded and when put to a vote -

RECOMMENDED (to Full Council):

- (a) that the Council approves the net revenue budget amount of £17.063 million for 2019/20 as set out in Appendix 2;
- (b) that the Council approves a Council Tax for Band D of £211.32 for 2019/20, an increase of £6.12 a year (2.98%) when compared with 2018/19;
- (c) that the Council approves the Financial Plan for 2019/20 to 2023/24 set out in Appendix 2 as the basis for the budget in each of those years;
- (d) that, in order to deliver a robust budget in future years, the Council continues to identify further opportunities to generate additional savings and income;
- (e) that the movements in reserves set out in Appendices 5 and 6 be approved;
- (f) that authority be given to the Chief Executive, Deputy Chief Executive and directors to incur expenditure and otherwise exercise the powers delegated to them in the Constitution in order to implement the capital programme for 2019/20 set out in Appendix 7 including any schemes brought into the programme since the Council meeting in February 2018;
- (g) that, subject to any alterations necessary, the draft capital programme set out in Appendix 7 be adopted as the basis for planning the approved four-year capital budget; and that the fees and charges set out in Appendix 9 be approved.

**Reason for the decision:** The proposals should enable the council to have a sustainable balanced budget over the medium term. There are some risks in the plans as a result of uncertainties in relation to the economy, changes to the funding arrangements for local authorities and reliance on efficiency savings, but the proposals seek to ensure the council has sufficient reserves in order to adapt to changes in an orderly rather than reactive manner.

Record of the voting

For: Councillors Baldock, Bartley, A Cook, S Cook, Dixey, Glover, L Jones Samper, A Taylor, Todd, Walker and Williams (12)

Against the proposal: None

Abstaining from the proposal: None

## 682 HOUSING REVENUE ACCOUNT - BUDGET 2019/20

The Deputy Chief Executive introduced the report which set out proposals for the revenue and capital budgets of the Housing Revenue Account (HRA) for 2019/20 and drew attention to the recommendation from the Community Committee that the budget provision for an Improvement Plan for East Kent Housing (EKH) be approved.

The HRA was moving to deficit for two main reasons, firstly purchase of property, and secondly central government has enforced a real terms cut in rents and this is in place until 2021

The Committee debate the matter and the Chief Executive and Deputy Chief Executive gave points of clarification where necessary. Points including the following were made:

1. EKH charged a comparable amount to the private sector per property it managed.

2. The nature of the organisation meant that EKH was prevented from building up reserves by the four councils who wished to keep costs down.
3. The additional one off funding was intended to yield an improvement to the running of the organisation and had been agreed by the other three councils.

The recommendations set out in the report were proposed, seconded and when put to a vote -

**RECOMMENDED (to Full Council):** To approve the HRA revenue and capital budgets set out in the appendices A to C to this report.

**Reason for the decision:** The proposals ensure that the council can continue to provide services to vulnerable tenants and meet its legal responsibilities as a landlord. This budget is based on the most robust data currently available to the council.

Record of the voting

For: Councillors Baldock, Bartley, A Cook, S Cook, Dixey, Glover, L Jones Samper, A Taylor, Todd, Walker and Williams (12)

Against the proposal: None

Abstaining from the proposal: None

## 683 **COUNCIL TAX 2019/20**

The Deputy Chief Executive introduced the report which set out the calculations needed to set the Council Tax for the district and each parish within the district. The level of Council Tax is determined by the level of spending agreed for the budget.

The Council Tax proposed for Canterbury City Council is £211.32. That was a £6.12 increase on the 2018/19 council tax. To this are added the Kent County Council, the Kent Police and Crime Commissioner, the Kent and Medway Fire and Rescue Authority and parishes' precepts to arrive at the overall tax. Kent County Council propose an increase of 4.99% (including 2% for social care), Kent and Medway Fire and Rescue an increase of 2.98% and Kent Police & Crime Commissioner propose an increase of £24.

The recommendations set out in the report were proposed, seconded and when put to a vote -

**RECOMMENDED (to Full Council):**

- (a) That the Council approves the formal resolution based on that set out in Appendix B to set the Council Tax for 2019/20 and that, if any of the precepting authorities change their precept figures before Council on 14 February, the Deputy Chief Executive be authorised to present to council a revised resolution;
- (b) That that the long term empty homes premium be increased from 50% to 100% from 1 April 2019
- (c) That the Council approves the continuation of the following policies:
  - a. that the empty homes discount is 0% for Class C empty properties;
  - b. that there is no discount for long term empty properties; and
  - c. that Council Tax will be payable in full on second homes.

**Reason for the decision:** The report set out the Council Tax calculations for the level of spend in the report on the budget.

Record of the voting

For: Councillors Baldock, Bartley, A Cook, S Cook, Dixey, Glover, L Jones Samper, A Taylor, Todd, Walker and Williams (12)

Against the proposal: None

Abstaining from the proposal: None

**684 TREASURY MANAGEMENT HALF YEARLY MONITORING REPORT**

The Director of Finance and Procurement introduced the report which detailed the results of the council's treasury management activities in the first six months of the financial year ending 31 March 2019.

The Committee NOTED the report.

Record of the voting

For: Councillors Baldock, Bartley, A Cook, S Cook, Dixey, Glover, L Jones Samper, A Taylor, Todd, Walker and Williams (12)

Against the proposal: None

Abstaining from the proposal: None

**685 REFERENCES FROM COMMITTEES AND AREA FORUMS**

There were no further recommendations to consider.

**686 DATE OF NEXT MEETING**

7pm Wednesday 17 April 2019, the Guildhall, St Peter's Place, Canterbury.

**687 ANY OTHER URGENT BUSINESS TO BE DEALT WITH IN PUBLIC**

There was no other urgent business to consider.

**688 ANY OTHER URGENT BUSINESS WHICH FALLS UNDER THE EXEMPT PROVISIONS OF THE LOCAL GOVERNMENT ACT 1972 OR THE FREEDOM OF INFORMATION ACT 2000 OR BOTH**

There was no other urgent business to consider.

There being no other business the meeting closed at 8.20 pm