

MEETING OF THE COUNCIL



Thursday, 23rd February, 2017

7.00 pm

**Council Chamber
Thanet District Council
Margate**

**www.thanet.gov.uk
01843 577000**



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Date: 13 February 2017
Ask For: James Clapson
Direct Dial: (01843) 577200
Email: james.clapson@thanet.gov.uk



You are hereby summoned to attend the meeting of the Thanet District Council to be held in the Council Chamber, Council Offices, Cecil Street, Margate, Kent on Thursday, 23 February 2017 at 7.00 pm for the purpose of transacting the business mentioned below.

Timothy Hines

Director of Corporate Governance

To: The Members of Thanet District Council

FIRE ALARM PROCEDURES: If the fire alarm is activated, please vacate the offices via the stairs either through the security door to the left of the Chairman or opposite the lifts in the foyer. Please do not use the lifts. Please assemble in Hawley Square on the green. Officers will assist you and advise when it is deemed safe to return to the Chamber.

A G E N D A

Item
No

1. **APOLOGIES FOR ABSENCE**

2. **MINUTES OF PREVIOUS MEETING**

To approve the Minutes of the meeting of Council held on 9 February 2017.

3. **ANNOUNCEMENTS**

To receive any announcements from the Chairman, Leader, Members of the Cabinet or Chief Executive in accordance with Council Procedure Rule 2.2 (iv).

4. **DECLARATIONS OF INTEREST**

To receive any declarations of interest from Members in accordance with Council Procedure rule 2.2 (v)

5. **PETITIONS**

To receive petitions from the public in accordance with Council Procedure Rule 12.

5a **ACCESS TO HODGES GAP PROMENADE CAR PARK** (Pages 1 - 4)

- 5b **PETITION TO CHANGE THE NO.9 BUS ROUTE** (Pages 5 - 8)

6. **QUESTIONS FROM THE PRESS AND PUBLIC**

To receive questions received from the press or public in accordance with Council Procedure Rule 13.

- 6a **QUESTION 1 - GP SURGERIES IN THANET** (Pages 9 - 10)

7. **QUESTIONS FROM MEMBERS OF THE COUNCIL**

To receive questions from Members of the Council in accordance with Council Procedure Rule 14.

- 7a **QUESTION 1 - THANET PLAY AREAS** (Pages 11 - 14)

8. **NOTICE OF MOTION**

To receive any Notices of Motion from Members of Council in accordance with the Council Procedure Rule 3.

9. **LEADERS REPORT** (Pages 15 - 16)

To receive a report from the Leader of the Council in accordance with Council Procedure Rule 2.4.

10. **REPORT OF THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY PANEL**
(Pages 17 - 22)

To receive a report from the Chairman of the Overview and Scrutiny Panel in accordance with Council Procedure Rule 15.1.

11. **EXCEPTIONAL HARDSHIP SCHEME** (Pages 23 - 38)

12. **COUNCIL TAX - STATUTORY RESOLUTION**

Report to follow.

13. **CALENDAR OF COUNCIL MEETINGS FOR 2017/18 TO 2018/19** (Pages 39 - 46)

14. **REPORT ON URGENT INDIVIDUAL CABINET MEMBER DECISION** (Pages 47 - 54)

Declaration of Interests Form

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PETITION - ACCESS TO HODGES GAP PROMENADE CAR PARK

Meeting – 23 February 2017

Report Author **Nick Hughes, Committee Services Manager**

Portfolio Holder **Councillor Crow-Brown, Cabinet Member for Corporate Governance Services**

Status **For recommendation**

Classification: **Unrestricted**

Key Decision **No**

Ward: **Cliftonville East**

Executive Summary:

A petition containing 45 valid signatures has been received by the Council from residents who ask for the barrier to Hodges Gap promenade car park to remain unlocked.

This report sets out how the Council deals with petitions of this size; it explains that the petition organiser will present the petition to the meeting and sets out the next steps as to how the Council will deal with the petition.

Recommendation(s):

Under the Council's petitions scheme, Council is required to refer the petition to Cabinet without debate for report back to Council.

CORPORATE IMPLICATIONS

Financial and Value for Money	There are no identified financial implications from this report.
Legal	This matter is dealt with under the Council's scheme for dealing with petitions from the public which is contained within the constitution.
Corporate	In accordance with the Council's petition scheme if a petition has over 25, but less than 650, signatories, it will be referred to Cabinet or an appropriate committee without debate for report to Council within three ordinary meetings.
Equalities Act 2010 & Public Sector Equality Duty	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p>

	Please indicate which aim is relevant to the report.	
	Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	
	Advance equality of opportunity between people who share a protected characteristic and people who do not share it	
	Foster good relations between people who share a protected characteristic and people who do not share it.	
	There are no specific equity and equalities issues arising from this report.	

CORPORATE PRIORITIES (tick those relevant)✓	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	x

CORPORATE VALUES (tick those relevant)✓	
Delivering value for money	
Supporting the Workforce	
Promoting open communications	x

1.0 Introduction and Background

- 1.1 Under the terms of the Council's petitions scheme, members of the public may present petitions at ordinary meetings of Council; and if a petition has over 25, but less than 650, signatories, it will be referred to Cabinet or an appropriate committee without debate for report to Council within three ordinary meetings.

2.0 The Current Situation

- 2.1 A petition organised by Ms Singer has been validly signed by 45 persons. The petition prayer reads:

"We the undersigned petition the Council to not lock the barrier leading to the Hodges Gap Promenade car park.

Currently, the barrier is being locked with 2 padlocks and is rarely open. This is certainly the case in the early morning when many people walk their dogs, go for a walk on the beach or swim in the tidal pool. This is very inconvenient to the residents of Margate since this is the only location where you can park with easy access to the beach. Older dog walkers have difficulty managing the ramps leading down from the cliff top to the beach and vice versa, while Palm Bay is the only beach in Margate that can be used by dogs all year round. Workers who need access to Hodge Gap Promenade do not seem to have a key to the second lock and have difficulty in performing their job.

People are now parking in between Hodges Gap Promenade and Newgate Lower Promenade (which also has a barrier). There is only space for 4 cars without blocking the access to anything but many times there are many cars and the barriers are being blocked all together since there is a lack of space or people drive down and leave again. This could potentially lead to a dangerous situation such as emergency services not being able to access either promenade."

2.2 The petition organiser is entitled to present their petition to Council, and in accordance with the Council's petition scheme has three minutes to present the petition.

2.3 Ms Singer has informed the Council that she will be in attendance to present the petition

3.0 Next Steps

3.1 Under the Council's petitions scheme, Council is required to refer the petition to Cabinet for report back to Council.

Contact Officer:	Nick Hughes, Committee Services Manager (7208)
Reporting to:	Tim Howes, Director of Corporate Governance

Annex List

None	N/A
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Matt Sanham, Corporate Finance Manager
Legal	Ciara Feeney, Head of Legal Services & Deputy Monitoring Officer

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PETITION TO CHANGE THE NO.9 BUS ROUTE

Council Meeting – 23 February 2017

Report Author	Robin Chantrill-Smith, Civil Enforcement Manager
Portfolio Holder	Councillor Brimm, Cabinet Member for Operational Services
Status	For recommendation
Classification:	Unrestricted
Key Decision	No
Ward:	Thanet Villages

Executive Summary:

A petition containing 59 valid signatures has been received by the Council from residents of Minster and Monkton who ask for a change in the route of the number 9 bus.

A report was received by Council on 13 October and then subsequently by Cabinet on 8 December and it was agreed that the Petition was to be passed onto Stagecoach and KCC and that this was reported back to the Council within three ordinary meetings.

Recommendation(s):

To note the report.

No further action needs to be taken by the council.

CORPORATE IMPLICATIONS

Financial and Value for Money	There are no identified financial implications from this report.
Legal	This matter is dealt with under the Council's scheme for dealing with petitions from the public which is contained within the constitution.
Corporate	In accordance with the Council's petition scheme if a petition has over 25, but less than 650, signatories, it will be referred to Cabinet or an appropriate committee without debate for report to Council within three ordinary meetings.
Equalities Act 2010 & Public Sector Equality Duty	Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it. Protected characteristics: age, gender, disability, race, sexual orientation,

	gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.	
	Please indicate which aim is relevant to the report.	
	Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	
	Advance equality of opportunity between people who share a protected characteristic and people who do not share it	
	Foster good relations between people who share a protected characteristic and people who do not share it.	
There are no specific equity and equalities issues arising from this report.		

CORPORATE PRIORITIES (tick those relevant)✓	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	✓

CORPORATE VALUES (tick those relevant)✓	
Delivering value for money	
Supporting the Workforce	
Promoting open communications	✓

1.0 Introduction and Background

- 1.1 Under the terms of the Council's petitions scheme, members of the public may present petitions at ordinary meetings of Council; and if a petition has over 25, but less than 650, signatories, it will be referred to Cabinet or an appropriate committee without debate for report to Council within three ordinary meetings.
- 1.2 Reports have been passed through Council and Cabinet for approval to pass the petition onto Stagecoach and KCC at the next Quality Bus Partnership meeting.

2.0 The Current Situation

- 2.1 A petition organised by Mr Allan Murray has been validly signed by 59 persons. The petition prayer reads:

"From residents of Minster/Monkton for a change in the route of No.9 bus that goes between Ramsgate and Canterbury to include Minster/Monkton on its route."

- 2.2 In addition to the 59 persons who validly signed the petition, 21 signatures were disallowed as they were deemed invalid in accordance with the Council's petition scheme
- 2.3 Mr Murray presented his petition to Council at the meeting that was held on 13 October and it was agreed that the Petition was to be passed onto Stagecoach and KCC by Councillor Matterface the Council's representative on the Thanet Quality Bus Partnership.
- 2.4 The Quality Bus Partnership meetings are held quarterly which is attended by officers from KCC, TDC, a TDC Member and key staff from Stagecoach. At these meetings planning and bus network developments are discussed which helps plan for current and future needs of the community.

- 2.5 The petition was then passed to Stagecoach by Cllr Matterface at the Quality Bus Partnership meeting that was held on the 14 December 2017 for their information.

Contact Officer:	Robin Chantrell-Smith, Civil Enforcement Manager
Reporting to:	Trevor Kennett, Interim Operational Services Enforcement Manager

Annex List

<i>None</i>	<i>N/A</i>
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Background Papers

Title	Details of where to access copy
<i>None</i>	<i>N/A</i>

Corporate Consultation

Finance	Matthew Sanham, Corporate Finance Manager
Legal	Ciara Feeney, Head of Legal & Deputy Monitoring Officer

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**QUESTION NO. 1 FROM A MEMBER OF THE PUBLIC –
THANET GP SURGERIES**

Meeting – 23 February 2017

Report Author **Nick Hughes, Committee Services Manager**

Portfolio Holder **Cllr Lin Fairbrass, Cabinet Member for Community Services**

Classification: **Unrestricted**

Key Decision **No**

Ward: **All Wards**

Executive Summary:

The Cabinet Member for Community Services will receive a question from a member of the public in relation to the number of Thanet GP surgeries.

Recommendation(s):

This report is for information.

CORPORATE IMPLICATIONS

Financial and Value for Money	There are no identified financial implications from this report.								
Legal	There are no legal implications directly from this report.								
Corporate	Council Procedure Rule 13 affords members of the public the opportunity to ask questions of Members of the Cabinet at ordinary meetings of the Council.								
Equalities Act 2010 & Public Sector Equality Duty	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p> <table border="1"> <tr> <td colspan="2">Please indicate which aim is relevant to the report.</td></tr> <tr> <td>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</td><td></td></tr> <tr> <td>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</td><td></td></tr> <tr> <td>Foster good relations between people who share a protected characteristic and people who do not share it.</td><td></td></tr> </table> <p>There are no specific equity and equalities issues arising from this report.</p>	Please indicate which aim is relevant to the report.		Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,		Advance equality of opportunity between people who share a protected characteristic and people who do not share it		Foster good relations between people who share a protected characteristic and people who do not share it.	
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Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,									
Advance equality of opportunity between people who share a protected characteristic and people who do not share it									
Foster good relations between people who share a protected characteristic and people who do not share it.									

CORPORATE PRIORITIES (tick those relevant)✓	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	x

CORPORATE VALUES (tick those relevant)✓	
Delivering value for money	
Supporting the Workforce	
Promoting open communications	x

1.0 Introduction and Background

- 1.1 The following question, addressed to Councillor Lin Fairbrass, Cabinet Member for Community Services has been received from Ms Gregory in accordance with Council Procedure Rule No. 13.

“NHS-England, in its ‘Sustainability and Transformation Plans’ propose reducing 16 Thanet GP Surgeries to 4. Will the Council, through the Health and Well-Being Board, please confirm or deny this, or determine whether it refers only to some community provisions and not to the full range of General Practice”

- 1.2 Under Council Procedure Rule 13.6, the Chairman will invite the questioner to put their question to the Member named in the notice. If the questioner is not present, the question shall not be put and shall be answered in writing.
- 1.3 Under Council Procedure Rule 13.7, if the Member to whom the question is directed is present they will provide an oral answer. If that Member is not present, the question will be answered by the Leader or another Member nominated by the Leader for the purpose unless it is inappropriate for the Leader to give an oral answer or to nominate another Member to give an oral answer, in which case the question will be dealt with by a written answer.
- 1.4 The total time devoted to questions shall not exceed 30 minutes. Any question which cannot be dealt with during that time will be replied to in writing.

Contact Officer:	Nick Hughes, Committee Services Manager (7208)
Reporting to:	Tim Howes, Director of Corporate Governance

Annex List

None	N/A
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Matt Sanham, Corporate Finance Manager
Legal	Ciara Feeney, Head of Legal Services & Deputy Monitoring Officer

QUESTION NO. 1 FROM A MEMBER - REGARDING CHILDREN'S PLAY AREAS

Council - 23 February 2017

Report Author **Nick Hughes, Committee Services Manager**

Portfolio Holder **Cllr Brimm, Cabinet Member for Operational Services**

Classification: **Unrestricted**

Key Decision **No**

Ward: **Broadstairs and Ramsgate Wards**

Executive Summary:

The Cabinet Member for Operational Services will receive a question from a Member of Council in relation to children's play areas.

Recommendation(s):

This report is for information.

CORPORATE IMPLICATIONS

Financial and Value for Money	There are no identified financial implications from this report.
Legal	There are no legal implications directly from this report.
Corporate	Council Procedure Rule 14 enables Members of Council to ask a Member of the Cabinet or the Chairman of any Committee or Sub-Committee questions on matters in relation to which the Council has powers or duties or which affect the district. No Member, however, can submit more than one question to one meeting.
Equalities Act 2010 & Public Sector Equality Duty	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p>

	Please indicate which aim is relevant to the report.	
	Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	
	Advance equality of opportunity between people who share a protected characteristic and people who do not share it	
	Foster good relations between people who share a protected characteristic and people who do not share it.	
There are no specific equity and equalities issues arising from this report.		

CORPORATE PRIORITIES (tick those relevant)✓	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	x

CORPORATE VALUES (tick those relevant)✓	
Delivering value for money	
Supporting the Workforce	
Promoting open communications	x

1.0 Introduction and Background

- 1.1 The following question, addressed to Councillor Brimm, Cabinet Member for Operational Services has been received from Councillor Johnston in accordance with Council Procedure Rule No. 14.

The last Labour administration upgraded several children's play areas and built new skateparks.

Section 106 monies was earmarked for further play areas in Broadstairs. Can the Cabinet member responsible please confirm that she is not only progressing this but also the skatepark at Hartsdown which our administration had agreed?

- 1.2 Council Procedure Rule 14.3 states that a Member of the Council may ask

- a Member of the Cabinet; or
- the Chairman of any Committee or Sub-Committee

a question on any matter in relation to which the Council has powers or duties or which affects the district.

- 1.3 Council Procedure Rule 14.7 states that an answer may take the form of:

- a) a direct oral answer;
- b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- c) where the reply cannot conveniently be given orally, a written answer circulated within three working days to the questioner.

- 1.4 A Member may, in accordance with Council Procedure Rule 14.8, ask one supplementary question without notice to the Member to whom the first question was asked. The supplemental question must arise directly out of the original question or the reply.

- 1.5 The questioner shall have two minutes for the initial question and one minute for the supplementary question and the respondent shall have five minutes for the initial reply and two minutes for the supplementary reply. (Council Procedure Rule 14.9 refers)

Contact Officer:	Nick Hughes, Committee Services Manager (7208)
Reporting to:	Tim Howes, Director of Corporate Governance

Annex List

<i>None</i>	<i>N/A</i>
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Background Papers

Title	Details of where to access copy
<i>None</i>	<i>N/A</i>

Corporate Consultation

Finance	Matt Sanham, Corporate Finance Manager
Legal	Ciara Feeney, Head of Legal Services & Deputy Monitoring Officer

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LEADER'S REPORT TO COUNCIL

Council	23rd February 2017
Report Author	Nick Hughes, Committee Services Manager
Portfolio Holder	The Leader
Status	For Information
Classification:	Unrestricted
Key Decision	No

Executive Summary:

To receive a report from the Leader in accordance with Council Procedure Rule 2.4

Recommendation(s):

None - This report is for information only.

CORPORATE IMPLICATIONS

Financial and Value for Money	There are no financial implications directly arising from this report.								
Legal	There are no legal implications arising from this report.								
Corporate	The Leaders report helps to contribute to the promoting open communications corporate value.								
Equalities Act 2010 & Public Sector Equality Duty	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p> <table border="1"> <tr> <td colspan="2">Please indicate which aim is relevant to the report.</td></tr> <tr> <td>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</td><td>x</td></tr> <tr> <td>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</td><td>x</td></tr> <tr> <td>Foster good relations between people who share a protected characteristic and people who do not share it.</td><td>x</td></tr> </table> <p>The Council demonstrates due regard to the aims of the Public Sector</p>	Please indicate which aim is relevant to the report.		Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	x	Advance equality of opportunity between people who share a protected characteristic and people who do not share it	x	Foster good relations between people who share a protected characteristic and people who do not share it.	x
Please indicate which aim is relevant to the report.									
Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	x								
Advance equality of opportunity between people who share a protected characteristic and people who do not share it	x								
Foster good relations between people who share a protected characteristic and people who do not share it.	x								

	Equality Duty when conducting its business, this due regard is mirrored in the leaders report which provides an update on key issues arising since the last meeting of Council.
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CORPORATE PRIORITIES (tick those relevant)✓	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	

CORPORATE VALUES (tick those relevant)✓	
Delivering value for money	
Supporting the Workforce	
Promoting open communications	x

1.0 Introduction and Background

1.1 Council Procedure Rule 2.4 provides that:

The Leader of the Council will make available in writing the content of his oral report to opposition group leaders no later than the Saturday before the meeting. The speech will not exceed ten minutes on key issues arising since the last meeting of Council.

The Leaders of any other political group may comment on the Leader's report. The comments of the Leaders of the other political groups shall be limited each to five minutes. The other Group Leaders will comment in an order determined by the number of Councillors within those political groups, with the largest group commenting first, and so on.

The Leader has a right of reply to each Group Leader limited to two minutes, in hierarchical order, to any comments made on his/her report.

The Leader of the Council, the Leader of the Opposition and the Leader of any other political group may appoint substitutes to speak on their behalf.

No motions may be moved nor resolutions passed under this item.

Contact Officer:	Nicholas Hughes, Committee Services Manager, (7208)
Reporting to:	Tim Howes, Director of Corporate Governance and Monitoring Officer

Annex List

None	N/A
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Matt Sanham, Corporate Finance Manager
Legal	Ciara Feeney, Head of Legal Services & Deputy Monitoring Officer

OVERVIEW & SCRUTINY PANEL CHAIRMAN'S REPORT TO COUNCIL

Council	23 February 2017
Report Author	Cllr D. Saunders, Chairman of the Overview & Scrutiny Panel
Portfolio Holder	Cllr Crow-Brown, Cabinet Member for Corporate Governance
Status	For Information
Classification:	Unrestricted
Key Decision	No
Ward:	Thanet Wide

Executive Summary:

The purpose of the report is to highlight some of the key activities that have planned for by the Overview & Scrutiny Panel during the course of this municipal year 2016/17 and progress to date regarding implementation of the Panel's work programme.

Recommendation(s):

1. Members are invited to discuss and note the report.

CORPORATE IMPLICATIONS

Financial and Value for Money	There are no financial implications directly arising from this report. The report provides a briefing to Full Council about the current work activities of the Overview & Scrutiny Panel.
Legal	There are no legal implications directly arising from this report. A presentation of the OSP Chairman's report to Full Council enables the Chairman to fulfil their duty as is required by the Council's Constitution.
Corporate	<p>There are no corporate risks associated with this report. The report enables discussion by Members at Full Council on the activities of the Overview & Scrutiny Panel.</p> <p>The debate on the OSP Chairman's report contributes to open communication across the council. A strong scrutiny function contributes to an open democratic process for decision making and delivery of value for money services as council decisions are interrogated by Members before they are implemented. In instances where such decisions are interrogated after implementation, there will be lessons to learn for future policy development.</p>
Equalities Act 2010 & Public Sector Equality Duty	Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity

	<p>between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p> <table border="1"> <tr> <td colspan="2">Please indicate which aim is relevant to the report.</td></tr> <tr> <td>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</td><td></td></tr> <tr> <td>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</td><td></td></tr> <tr> <td>Foster good relations between people who share a protected characteristic and people who do not share it.</td><td></td></tr> </table> <p>No implications arise directly but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.</p> <p>It is important to be aware of the Council's responsibility under the Public Sector Equality Duty (PSED) and show evidence that due consideration had been given to the equalities impact that may be brought upon communities by the decisions made by Council.</p>	Please indicate which aim is relevant to the report.		Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,		Advance equality of opportunity between people who share a protected characteristic and people who do not share it		Foster good relations between people who share a protected characteristic and people who do not share it.	
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Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,									
Advance equality of opportunity between people who share a protected characteristic and people who do not share it									
Foster good relations between people who share a protected characteristic and people who do not share it.									

CORPORATE PRIORITIES (tick those relevant)✓	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	✓

CORPORATE VALUES (tick those relevant)✓	
Delivering value for money	✓
Supporting the Workforce	
Promoting open communications	✓

1.0 Introduction and Background

- 1.1 At each ordinary Full Council meeting, the Chairman of the Overview and Scrutiny Panel presents a report on the work undertaken by the Overview and Scrutiny Panel since the last Council meeting.
- 1.2 Such a report will be subject to comment or debate by Members. This is in accordance with Council Procedure Rule 15.1 of Part 4 of the Thanet District Council Constitution.
- 1.3 The report will therefore provide the basis for debate by Members on on-going scrutiny activities and hopefully lead to sharing of views and ideas to enhance the scrutiny function at Thanet District Council.

2.0 Community Safety Partnership Working Party

- 2.1 Having received a presentation on 'Sexual offence support in Thanet' from Acting DCI Max Davidson, supported by Chief Inspector Sharon Adley from Kent Police on 03 October 2016. They then got another joint presentation from David Naylor and Jane Skeets (EK Rape Crisis Centre) and David Naylor (Victim Support) at the working party meeting on 12 December.

- 2.2 In response to the presentations Members made the proposals to the Overview & Scrutiny Panel who in turn agreed to forward the following recommendations that:
- i. Thanet District Council approach town councils in Thanet to request funding of £188 to finance one day per week, of EK Rape Crisis Centre counselling services if Thanet District Council will provide a room for the counselling sessions on a match funding basis;
 - ii. Approaches are made to the 'Place To Be' to provide their free children services to schools in Thanet;
 - iii. A letter be written to the PCC to raise concern about the changes to policing in the area and write a letter advising the PCC that approaches were being made to town councils in Thanet to support the EK Rape Crisis Centre and inquire if the Commissioner was willing to work with town councils in this effort.
- 2.3 As can be evidenced by above recommendations from the meeting, Members found the presentations useful. The above recommendations were referred to the Panel on 26 January 2017, who in turn agreed to forward them to Cabinet.
- 2.4 The working party met again on 06 February 2017 and received an informative presentation by the council officers on Anti-Social Behaviour tools and powers usage in Thanet. Members recommended that this presentation be shared with all other councillors through a Members Briefing session. This suggestion had been passed on to officers.
- 2.5 Members were further advised by officers that the Kent Police & Crime Commissioner had a budget of £500,000 for victims' specialist service that councils could apply for funding of local community safety initiatives. The deadline for the applications (whose upper limit award would be £35,000) was 03 March 2017. In response, Members asked officers to expedite an application for Thanet through the Executive. If successful, such funding could assist with paying for the counselling service initiatives discussed above.
- 2.6 It is worth noting that at the beginning of the municipal year, the working party agreed to review issues relating to the following topics:
1. Changes to antisocial behaviour legislation – public space protection orders;
 2. Littering and dog fouling – enforcement and proportionality of enforcement.
 3. Neighbourhood engagement meetings;
 4. Rough Sleeping – issues around homelessness and antisocial behaviour.

It is from the above list that the sub group will move to the next topic for review.

3.0 Corporate Performance Review Working Party

- 3.1 The working received performance reports at its meeting on 22 November on the following:
- Q2 Corporate Performance monitoring report 2016/17;
 - Q2 East Kent Services Performance Monitoring Report 2016/17;
 - Q2 East Kent Housing Performance Monitoring Report 2016/17;
 - Tool Kit for determining Council projects as major or non-major.

- 3.2 Members expressed their satisfaction with the detail provided in the comments for the council's corporate performance report. The sub group was advised that the report format would be changed to provide more detail from shared service arrangements and the council's own performance information. This would be evidenced in the next quarterly reports.
- 3.3 Members commended the new appointments facility at the Gateway that was set up by EK Services, where members of the public could request for an appointment electronically. They also said that consideration should be made for the elderly population, many of whom may not be computer literate.
- 3.4 An initial draft of the management of corporate projects tool-kit was shared with Members and indications were made that once approved, officers would bring back the adopted tool-kit that the sub group would use in reviewing performance of the council's corporate projects, by reviewing a limited number of such projects.

4.0 Dreamland Working Group

- 4.1 This sub group was set up at the December Panel meeting and met for their first meeting on 02 February 2017. They agreed that they will use the framework of the report on 'Post Implementation Review of Dreamland Phase One - Lessons Learned' presented to the Panel by East Kent Audit Partnership, as the basis for the terms of reference and work programme for the sub group.

5.0 Call-In of Cabinet Decisions

- 5.1 There were no call-ins made by the Panel since the last Council meeting.

6.0 Cabinet Presentations at OSP Meetings

- 6.1 There were no Cabinet Member presentations since the last Full Council meeting. Instead appropriate Portfolio Holders have been attending Panel meetings to engage Members in discussion on items that fall within their specific portfolio areas.

7.0 Overview and Scrutiny Panel Recommendations to Cabinet Implementation Monitoring

- 7.1 At the meeting on 25 January 2017, the Panel made recommendations as reported in section 2.0 of the report. These would be considered at a Cabinet meeting (hopefully) on 09 March 2017.

Contact Officer:	Charles Hungwe, Senior Democratic Services Officer, Ext 7186
Reporting to:	Nick Hughes, Committee Services Manager, Ext 7108

Annex List

None	N/A
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Matt Sanham, Corporate Finance Manager
Legal	Ciara Feeney, Head of Legal Services & Deputy Monitoring Officer

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Council Tax Support Scheme Exceptional Hardship Scheme

Council 23 February 2017

Report Author	Mandie Kerry Income Manager EK Services.
Portfolio Holder	Councillor Townend, Cabinet Member Financial Services & Estates
Status	For Decision
Classification:	Unrestricted
Key Decision	Yes
Reasons for Key	Increase in cost of Council Tax collection
<i>Previously Considered by</i>	None
Ward:	All

Executive Summary:

The 2017 Council Tax Support Scheme was approved by Council on 1 December 2016. An Exceptional Hardship Scheme has been proposed by EK Services (Annex 1), under delegated authority and in partnership with Thanet District Council, to assist persons who have applied for Council Tax Support and who are facing 'exceptional hardship'. This is to provide a further financial contribution where an applicant is in receipt of Council Tax Support but the level of support being paid by the Council does not meet their full Council Tax liability. The Exceptional Hardship Scheme is intended to help in cases of extreme, intolerable levels of financial hardship.

Recommendation(s):

1. It is recommended that Council approves the Scheme.

CORPORATE IMPLICATIONS

Financial and Value for Money	Stringent rules and criteria apply to any application for assistance. Any cost will be charged to the Collection Fund. It is extremely difficult to estimate the likely cost, as it depends on the number and value of successful applications.
Legal	Exceptional Hardship awards are granted under S13A (1) (c) and 13A (6) of the Local Government Finance Act 1992 and is part of the Council Tax Support scheme, as such the normal Council Tax appeal process applies and an appeal can be made at any time. Following an appeal to the Council, who will review the decision, it can be given further consideration by the independent Valuation Tribunal for England (VTE) under section 16 (1) (b) of the Local Government Finance Act 1992.

	The Council has a duty to provide assistance in accordance with Section 13A of the Local Government Finance Act 1992, which was inserted by the Local Government Act 1992. The Collection Fund (Council Tax Reductions) (England) Directions 2013 replaced the 2003 Directions to ensure only discretionary discounts under section 13A(1)(c) of the new section 13A of the Local Government Finance Act 1992 will continue to be borne by the billing authority.								
Corporate	Failure to approve the Scheme will affect persons who would otherwise qualify for assistance.								
Equalities Act 2010 & Public Sector Equality Duty	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p> <table border="1"> <tr> <td colspan="2">Please indicate which aim is relevant to the report.</td></tr> <tr> <td>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</td><td></td></tr> <tr> <td>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</td><td></td></tr> <tr> <td>Foster good relations between people who share a protected characteristic and people who do not share it.</td><td></td></tr> </table> <p>The Equalities Impact assessment is attached as Annex 2 of this report.</p>	Please indicate which aim is relevant to the report.		Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,		Advance equality of opportunity between people who share a protected characteristic and people who do not share it		Foster good relations between people who share a protected characteristic and people who do not share it.	
Please indicate which aim is relevant to the report.									
Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,									
Advance equality of opportunity between people who share a protected characteristic and people who do not share it									
Foster good relations between people who share a protected characteristic and people who do not share it.									

CORPORATE PRIORITIES (tick those relevant)✓	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	✓

CORPORATE VALUES (tick those relevant)✓	
Delivering value for money	✓
Supporting the Workforce	
Promoting open communications	

1.0 Introduction and Background

- 1.1 The council is required to provide financial assistance to the most vulnerable residents, who have been disproportionately affected by the changes made in 2017 to the Council Tax Support Scheme. Council on 1 December 2016 agreed to introduce an Exceptional Hardship Scheme in April 2017 in order to provide a safety net for customers experiencing extreme difficulty paying their council tax.
- 1.2 It is recognised that the changes to the revised Council Tax Support Scheme will have an impact on our most vulnerable residents. This policy therefore has an essential role in protecting from exceptional hardship those applicants most in need. It should be noted that an Exceptional Hardship Scheme is intended to help in cases of

extreme financial hardship following a qualifying application to ensure that there are no other options to pay the council tax and that an income and expenditure form has been completed to ensure that there is no non-essential spending that can be diverted to the account.

- 1.3 East Kent Services (EKS) will manage the process and the applications. A dedicated officer will review applications to ensure that all other avenues to reduce the liability have been taken in respect of discounts, and that all entitlements to other benefits have been completed. This is to protect unnecessary expenditure. Any applications paid will be as a last resort and all applications will be scrutinised to confirm that they meet the qualifying criteria.

2.0 The Current Situation

- 2.1 There is no current scheme available for the residents to apply for assistance as a result of changes to Council Tax Support: this will be a new scheme. Details of the scheme are set out in Annex 1; an Equalities Impact Assessment is included at Annex 2.

3.0 Options

Council has previously agreed to introduce an Exceptional Hardship Scheme. Overview and Scrutiny Panel on 26 January considered and commented on the scheme, and Cabinet on 31 January incorporated OSP views in recommending the scheme to Council. Council could choose to reverse that decision, however there was a strong case made for such a scheme to help the most adversely affected residents and went some way to addressing the equality duty.

4.0 Next Steps

Approve the Exceptional Hardship Scheme as set out in Annex 1 and implement it from April 2017.

Contact Officer:	Mandie Kerry, Income Manager
Reporting to:	Tim Willis, Director of Corporate Resources

Annex List

Annex 1	Exceptional Hardship Scheme
Annex 2	Equalities Impact Assessment

Background Papers

Title	Details of where to access copy
Council Tax Support Scheme, Council 1 December 2016	

Corporate Consultation

Finance	Ken Trotter, Interim Head of Finance
Legal	Tim Howes, Director of Corporate Governance

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EKS

Council Tax Support Exceptional Hardship Scheme 2017 / 2018

**Working in partnership with Canterbury City Council, Dover District
Council and Thanet District Council.**

Background

An Exceptional Hardship Policy has been created by EK Services, under delegated authority and in partnership with Canterbury City Council, Dover District Council and Thanet District Council, to assist persons who have applied for Council Tax Support and who are facing 'exceptional hardship'. This is to provide a further financial contribution where an applicant is in receipt of Council Tax Support but the level of support being paid by the Council does not meet their full Council Tax liability. We recognise the importance of protecting our most vulnerable customers and the impact these changes may have. This policy is to ensure that we protect and support those most in need. The Exceptional Hardship Fund is intended to help in cases of extreme, intolerable levels of financial hardship.

The main features of the policy are as follows:

- The operation of the policy will be at the total discretion of the Council;
- The policy will be applied by EK Services on behalf of the Council;
- Exceptional Hardship falls within s13(A)(1a) of the Local Government Finance Act 1992 and forms part of the Council Tax Support scheme;
- Exceptional Hardship awards will only be available for a Council Tax liability from the current financial year and will not be available for any other debt other than the current financial year's outstanding Council Tax; Exceptional Hardship must have been proven to have existed throughout the whole of the period requested and will only be backdated to the start of the financial year in which the claim is made;
- A pre-requisite to receive an award is that an application for Council Tax Support has been made;
- Exceptional Hardship awards are designed as short-term help to the applicant only and will only be made for up to one financial year at a time;
- All applicants will be expected to engage with the Council and undertake the full application process. Failure to do so may mean that no payment will be made.

Exceptional Hardship and Equalities

The creation of an Exceptional Hardship Policy facility meets the Council's obligations under the Equality Act 2010.

The Council recognises the impact the changes to our Council Tax Support Scheme will have on our most vulnerable residents as well as those that have been disproportionately affected by the changes made in 2017. This policy therefore has an essential role in protecting from exceptional hardship those applicants most in need, from exceptional hardship.

Purpose of this policy

The purpose of this policy document is to specify how EK Services will operate the scheme, to detail the application process and indicate a number of factors which will be considered when deciding if an Exceptional Hardship payment can be made.

Each case will be treated on its own merits and all applicants will be treated fairly and equally in both accessibility and also decisions made.

The Exceptional Hardship Process

As part of the process of applying for additional support, applicants must be willing to undertake all of the following:

- Make a separate application for assistance. Where a joint Council Tax bill has been issued, the application must be made in joint names;
- Provide full details of their income and expenditure;
- Where a person is self-employed or a director of a private limited company, provide details of their business including supplying business accounts;
- Accept assistance from either the Council or third party debt advice to enable them to manage their finances more effectively - including the termination of non-essential expenditure and assessment of the potential for additional paid employment where applicable;
- Identify potential changes in payment methods and arrangements to assist them;
- Assist the Council to minimise liability by ensuring that all discounts, exemptions and reductions are properly granted; and
- Maximise their income through the application for other welfare benefits, cancellation of non-essential contracts and outgoings and by identifying the most economical tariffs for the supply of utilities and services generally.

Through the operation of this policy the Council will look to assist those in exceptional financial hardship by:

- Allowing a short period of time for someone to adjust to unforeseen short-term circumstances and to enable them to “bridge the gap” during this time, whilst the applicant seeks alternative solutions;
- Helping applicants through personal crises and difficult events that affect their finances;
- Helping those applicants who are trying to help themselves financially;
- Helping applicants disproportionately impacted by the Council Tax Support scheme introduced in April 2017, and
- Encouraging applicants to contact the Job Centre Plus to obtain and sustain employment.

An Exceptional Hardship award will not be considered in the following circumstances:

- Where the full Council Tax liability is being met by Council Tax Support;
- Where the request for assistance is made for any other reason, other than to reduce Council Tax liability;
- Where the Council considers that there are unnecessary expenses/debts etc. and that the applicant has not taken reasonable steps to reduce them;
- Where the request covers arrears of Council Tax caused through the failure of the applicant to notify changes in circumstances in a timely manner or where the applicant has failed to act correctly or honestly;
- Where the request is to cover previous years' Council Tax arrears;
- Where the customer is considered to have access to other assets that could be used to pay the Council Tax; or
- The Customer has not tried all other reasonable means to address the shortfall before making this application.

The award of an Exceptional Hardship payment

The Council will decide whether or not to make an Exceptional Hardship award, and how much any award might be. When making this decision the Council will consider:

- The shortfall between Council Tax Support and Council Tax liability;
- Whether the applicant has engaged with the Exceptional Hardship process;
- The personal circumstances, age and medical circumstances (including ill health and disabilities) of the applicant, their partner any dependants and any other occupants of the applicant's home;
- The difficulty experienced by the applicant, which prohibits them from being able to meet their Council Tax liability, and the length of time this difficulty will exist;
- The income and expenditure of the applicant, their partner and any dependants or other occupants of the applicant's home;
- All income received by the applicant, their partner and any member of their household irrespective of whether the income may be disregarded under the Council Tax Support Scheme;
- Any savings or capital that might be held by the applicant, their partner and any member of their household irrespective of whether the capital may be disregarded under the Council Tax Support Scheme;
- Other debts outstanding for the applicant and their partner;
- The exceptional nature of the applicant and/or their family's circumstances that impact on finances, and
- The financial circumstances of the customer at the time the Council Tax charge or arrears accrued.

The above list is not exhaustive and other relevant factors and special circumstances may be considered.

An award of Exceptional Hardship does not guarantee that a further award will be made at a later date, even if the applicant's circumstances have not changed.

An Exceptional Hardship award may be less than the difference between the Council Tax liability and the amount of Council Tax Support paid. The application may be refused if the authority feels that, in its opinion, the applicant is not suffering 'exceptional hardship' or where the applicant has failed to comply with the Exceptional Hardship process.

Publicity

The Council will make a copy of this policy available for inspection and will be published on the Council's website.

Claiming an Exceptional Hardship award

An applicant must make a claim for an Exceptional Hardship award by submitting an application to the Council. The application form is available on the Council's website.

The application form must be fully completed and supporting information or evidence provided, as reasonably requested by the Council.

In most cases the person who claims the Exceptional Hardship award will be the person entitled to Council Tax Support. However, a claim can be accepted from someone acting on another's behalf, such as an appointee, if it is considered reasonable.

Changes in circumstances

The Council may revise an award of Exceptional Hardship where the applicant's circumstances have changed which either increases or reduces their Council Tax Support entitlement.

Duties of the applicant and the applicant's household

A person claiming an Exceptional Hardship payment is required to:

- Provide the Council with such information as it may require to make a decision; and
- Tell the Council of any changes in circumstances that may be relevant to their ongoing claim within 21 days of the change

The award and duration of an Exceptional Hardship award

Both the amount and the duration of the award are determined at the discretion of the Council, and will be done so on the basis of the evidence supplied and the circumstances of the claim.

The start date and duration of any award will be determined by the Council. The maximum length of the award will be limited to the financial year in which the claim is received.

In all cases an exceptional hardship award will end in the following circumstances:

- At the end of the financial year or a time specified by the Council;
- The liability to pay ends.
- The property becomes empty or unoccupied
- The customer enters any form of bankruptcy proceedings
- The customer's financial circumstances change. The customer must inform the Council of any changes to their circumstances within 21 days

Payment

Any Exceptional Hardship award will be made direct onto the taxpayer's Council Tax account, thereby reducing the amount of Council Tax payable.

Overpaid Exceptional Hardship Payments

Overpaid Exceptional Hardship payments will generally be recovered directly from the applicant's council tax account, thus increasing the amount of council tax due and payable.

Notification of an award

The Council will notify the resident of the outcome of their application for an Exceptional Hardship award.

Appeals

Exceptional Hardship awards are granted under S13A(1a) of the Local Government Finance Act 1992 as part of the Council Tax Support scheme, as such the normal Council Tax appeal process applies and an appeal can be made at any time. The initial appeal should be made to the Council who will review any decision. Ultimately any decision can be considered by an independent Valuation Tribunal.

Fraud

The Council is committed to protect public funds and ensure funds are awarded to the people who are rightfully eligible to them.

An applicant who tries to fraudulently claim an Exceptional Hardship payment by falsely declaring their circumstances, providing a false statement or evidence in support of their application, may have committed an offence under The Fraud Act 2006.

Where the Council suspects that such a fraud may have been committed, this matter will be investigated as appropriate and may lead to criminal proceedings being instigated.

Complaints

The Council's 'Complaints Procedure' (available on the Councils website) will be applied in the event of any complaint received about the application of this policy.

Policy Review

This policy will be reviewed on an annual basis and updated as appropriate to ensure it remains fit for purpose. However, a review may take place sooner should there be any significant changes in legislation.

CTS Exceptional Hardship Scheme / Equality Impact Assessment

Date of initial assessment	19/12/2016
Proposal to be assessed	Introduction of an Exceptional Hardship Scheme for CTS
New or existing policy or function?	New
External (i.e. public-facing) or internal?	External
Statutory or non-statutory?	Non-statutory
Your name	Mark Emery
Your job title	Acting Head of Customer Delivery
Your contact telephone number	01227 862 378
Decision maker (e.g. Full Council, Community Committee, Management Team etc.)	
Estimated proposal deadline	31/03/2017

<p>Please outline your proposal, including:</p> <ul style="list-style-type: none">• Aims and objectives• Key actions• Expected outcomes• Who will be affected and how• How many people will be affected	<p>The Aims, Objectives and Expected Outcomes:</p> <p>The aim is to introduce a scheme, in addition to CTS to help any applicant suffering exceptional hardship. Applicants will potentially be able to receive additional support up to the full level of their Council Tax.</p> <p>The objective is to make changes and savings to the CTS scheme whilst also providing additional support to mitigate the impact of these changes and protect those that are most vulnerable.</p> <p>It is intended to provide additional help for recipients of CTS in cases of extreme, intolerable levels of financial hardship. This will have a positive impact on those who make successful applications.</p> <p>The table below shows the potential scope of the fund by detailing the total number of working age (WA) CTS claimants – any of which could apply for this support if they were suffering exceptional hardship as defined by the Exceptional Hardship Policy.</p> <table><tr><th>Council</th><th>Canterbury</th><th>Dover</th><th>Thanet</th></tr><tr><td>Total WA CTS claimants</td><td>5,486</td><td>5,464</td><td>10,922</td></tr></table>	Council	Canterbury	Dover	Thanet	Total WA CTS claimants	5,486	5,464	10,922
Council	Canterbury	Dover	Thanet						
Total WA CTS claimants	5,486	5,464	10,922						

What relevant data or information is currently available about the customers who may use this service or could be affected? Please give details; for example “x% of customers are female” or “x% of customers are aged over 60”	Scope of the Equality Impact Assessment			
	Council	Canterbury	Dover	Thanet
	Total WA CTS claimants	5,486	5,464	10,922
	Data has been analysed for those protected characteristics where we hold data: disability, carers, sex and age. The review has found that:			
	Canterbury			
	<ul style="list-style-type: none">38% of claimants have a disability.9% of claimants have a carer in the household.68% of claimants are female and 30% are male.6% of claimants are aged 18-24, 22% are aged 25-34, 26% are aged 35-44, 28% are aged 45-54 and 18% are aged 55-64.			
	Dover			
	<ul style="list-style-type: none">37% of claimants have a disability.3% of claimants have a carer in the household.64% of claimants are female and 36% are male.8% of claimants are aged 18-24, 24% are aged 25-34, 24% are aged 35-44, 26% are aged 45-54 and 19% are aged 55-64.			
	Thanet			
	<ul style="list-style-type: none">39% of claimants have a disability.5% of claimants have a carer in the household.62% of claimants are female and 38% are male.8% of claimants are aged 18-24, 23% are aged 25-34, 24% are aged 35-44, 26% are aged 45-54 and 18% are aged 55-64.			

Is the decision relevant to the aims of the Public Sector Equality Duty, which are listed below? Guidance on the aims can be found in the EHRC's PSED Technical Guidance		
Aim	Yes/No	Explanation
Eliminate discrimination, harassment and victimisation	Yes	Any CTS claimant suffering exceptional hardship can apply
Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it	No	Those with disabilities and their carers now receive slightly more benefits than those without which may reduce the potential for those with a disability to experience exceptional hardship as a result of the CTS scheme.

Foster good relations between persons who share a relevant protected characteristic and persons who do not share it	No	Groups including those on a low income or the long-term unemployed are the very groups for which this policy is designed to help if changes to the CTS scheme are contributing to them experiencing financial hardship.
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<p>Assess the relevance of the proposal to people with different protected characteristics, and assess the impact of the proposal on people with different protected characteristics.</p> <p>Your explanation should make it clear who the assessment applies to within each protected characteristic. For example, a proposal may have high relevance for young people but low relevance for older people; it may have a positive impact on women but a neutral impact on men.</p>			
Protected characteristic	Relevance to proposal High/Medium/Low/None	Impact of proposal Positive/Neutral/Negative	Explanation
Age	High	Positive	High relevance for working age CTS claimants
Disability	Medium	Positive	Disregarding some incomes for people with disabilities and carers results in a higher council tax reduction which may reduce the potential for those with a disability to experience exceptional hardship as a result of the CTS scheme.
Gender reassignment	Low	Positive	
Sex	Low	Positive	
Marriage and civil partnership	Low	Positive	
Pregnancy and maternity	Low	Positive	
Race	Low	Positive	
Religion or belief	Low	Positive	
Sexual orientation	Low	Positive	
Other groups: for example – low income/ people living in rural areas/ single parents/ carers and the cared for/ past offenders/ long- term	High	Positive	This policy is intended to specifically target and assist those experiencing exceptional financial hardship. Therefore groups including those on a low income or the long-term unemployed are the very groups for

unemployed/ housebound/ history of domestic abuse/ people who don't speak English as a first language/ People without computer access etc.			<p>which this policy is designed to help if changes to the CTS scheme are contributing to them experiencing financial hardship.</p> <p>Disregarding some incomes for people with disabilities and carers results in a higher council tax reduction which may reduce the potential for those with a disability to experience exceptional hardship as a result of the CTS scheme.</p>
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Are you going to make any changes to your proposal as a result of these findings, in order to mitigate any potential negative impacts identified?	<p>Actions to mitigate any identified impacts</p> <p>The identifiable impacts of this policy are all positive therefore mitigation is not required.</p>
Is there any potential negative impact which cannot be minimised or removed? If so, can it be justified? (for example, on the grounds of promoting equality of opportunity for another protected characteristic)	<p>There is an indirect negative impact due to the fact that the funds available will be finite and it may not be possible to assist all those experiencing exceptional hardship.</p> <p>It has the potential to assist any CTS claimant that is deemed to be experiencing exceptional hardship. It does not specifically target or solely affect any one of the protected characteristics although groups including those on a low income or the long-term unemployed are the very groups for which this fund is intended to support.</p>

What additional information would increase your understanding about the potential impact?	An annual review of the fund including total number of applications, number successful/ unsuccessful and an analysis of the reasons for these decisions to establish patterns.
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Date of revised assessment	<u>02/04/2018</u>
Have you made any changes to your initial assessment? If so, please give brief details	
Did you undertake consultation? – if yes, give date and the consultation results:	
Do you have new information which reveals any difference in views across the characteristics?	

Can any new conclusions be drawn as to how the proposal will affect people with different protected characteristics?	
Are you going to make any changes to your proposal as a result of these findings, in order to mitigate any potential negative impacts identified?	
Is there any potential negative impact which cannot be minimised or removed? If so, can it be justified? (for example, on the grounds of promoting equality of opportunity for another protected characteristic)	

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CALENDAR OF COUNCIL MEETINGS FOR 2017/18 TO 2018/19

Council	23 February 2017
Report Author	Senior Democratic Services Officer
Portfolio Holder	Councillor Crow-Brown, Cabinet Member for Corporate Governance
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Ward:	Thanet Wide

Executive Summary:

Before the end or at the beginning of each municipal year the Council ought to agree a calendar of meetings for the following year in order to help plan the council's business more efficiently. The council could even go further if Member so wish and set out a schedule of Council meetings for more than one year. The purpose of this report is therefore to present proposals for a calendar of meetings to cover the period beginning May 2017/18 to May 2018/19.

Recommendation(s):

That Council agrees the proposed calendar of meetings for 2017/18 and 2018/19 as set out at Annex 1 to the report.

CORPORATE IMPLICATIONS

Financial and Value for Money	There are no financial implications arising directly from this report.
Legal	There are no financial legal implications arising directly from this report. However it should be noted that only Full Council can finalise the decision on the adopting an annual schedule of council meetings. In making any decision, the Council must give due regard to section 149 of the Equality Act 2010.
Corporate	In order to enable the efficient administration of council business and delivery of council services, there needs to be planned activities that cover the period of a municipal/financial year. Planned schedule of meetings advises both officers and Members on when to carryout given council activities and to that end enhances the decision making process.
Equalities Act 2010 & Public Sector Equality Duty	Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

	Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.	
	Please indicate which aim is relevant to the report.	
	Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	✓
	Advance equality of opportunity between people who share a protected characteristic and people who do not share it	
	Foster good relations between people who share a protected characteristic and people who do not share it.	✓
There no equity and equalities issues arising directly from this report but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.		

CORPORATE PRIORITIES (tick those relevant)✓	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	✓

CORPORATE VALUES (tick those relevant)✓	
Delivering value for money	
Supporting the Workforce	✓
Promoting open communications	✓

1.0 Introduction and Background

- 1.1 Although it is has been the tradition on previous occasions that a programme of ordinary meetings of the Council for the year was approved by Council at any one time, suggestions have been offered before by officers and agreed by Members to approve a programme that had more than one year's schedule of meetings.
- 1.2 This approach would enable Council service areas to plan their work ahead of time. It is therefore proposed in the report that Members agree the calendar of meetings at this February meeting.
- 1.3 It is worth noting however that Council has the ability to make changes to the programme of meetings as and when necessary.

2.0 The Current Situation

- 2.1 The current calendar of meetings runs up to end of May 2017.
- 2.2 Council is asked to approve the amended calendar of meetings for 2017/18 and 2018/19 as set out in Annex 1.

3.0 Options

- 3.1 That Council agrees the calendar of meetings for 2017/18 and 2018/19.
- 3.2 That Members suggest any appropriate amendments to the proposed calendar of meetings for 2017/18 and 2018/19.

Contact Officer:	Charles Hungwe, Senior Democratic Services Officer, ext 7186
Reporting to:	Nick Hughes, Committee Services Manager, ext 7208

Annex List

Annex 1	Calendar of council meetings for 2017/18 to 2018/19
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Nicola Walker, Finance Manager (HRA, Capital, Ext Funding, Policy & Performance)
Legal	Dawn Cole, Senior Legal Officer

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Agenda Item 13

Annex 1

Calendar of Meetings 2017/18

May 2017

Monday, 01	Offices closed
Thursday, 11	Annual Council
Wednesday, 17	Planning Committee
Tuesday, 23	Licensing Board
Tuesday, 23	Overview & Scrutiny Panel
Thursday, 25	Thanet Health and Wellbeing Board
Monday, 29	Offices closed

June 2017

Thursday, 01	Standards Committee
Thursday 08	Joint Transportation Board
Tuesday 13	Licensing Board
Thursday, 15	Cabinet
Tuesday, 20	Members Briefing
Wednesday 21	Planning Committee
Wednesday 28	Governance & Audit Committee

July 2017

Thursday, 13	Council
Wednesday, 19	Planning Committee
Thursday, 20	Thanet Health and Wellbeing Board
Tuesday, 25	Licensing Board
Thursday, 27	Cabinet

August 2017

Tuesday, 15	Overview & Scrutiny Panel
Wednesday, 16	Planning Committee
Monday, 28	Offices closed

September 2017

Tuesday, 05	Licensing Board
Tuesday, 05	Members Briefing
Thursday, 07	Thanet Health and Wellbeing Board
Thursday, 07	Council
Tuesday, 12	Standards Committee
Thursday, 14	Joint Transportation Board
Tuesday, 19	Cabinet
Wednesday, 20	Planning Committee
Wednesday, 27	Governance & Audit Committee

October 2017

Tuesday 10	Licensing Board
Thursday, 12	Council
Wednesday, 18	Planning Committee
Thursday, 19	Cabinet
Tuesday, 24	Overview & Scrutiny Panel

November 2017

Thursday, 09	Thanet Health and Wellbeing Board
Thursday, 09	Standards Committee
Wednesday, 15	Planning Committee
Thursday, 16	Cabinet
Tuesday, 21	Licensing Board
Tuesday, 21	Overview & Scrutiny Panel

December 2017

Wednesday 06	Governance & Audit Committee
Thursday, 07	Council
Tuesday, 12	Joint Transportation Board
Wednesday, 13	Planning Committee
Thursday, 14	Cabinet
Monday, 25	Offices closed
Tuesday, 26	Office closed

January 2018

Monday, 01	Offices Closed
Thursday, 04	Licensing Board
Tuesday, 09	Members Briefing
Thursday, 11	Thanet Health and Wellbeing Board
Tuesday, 16	Cabinet (budget)
Wednesday, 17	Planning Committee
Thursday, 25	Overview & Scrutiny Panel (budget)
Tuesday, 30	Cabinet (budget)

February 2018

Tuesday, 06	Members Briefing
Thursday, 08	Council (budget)
Tuesday, 13	Licensing Board
Tuesday, 13	Overview & Scrutiny Panel
Wednesday, 14	Planning Committee
Thursday, 22	Council (Council Tax)

March 2018

Tuesday, 06	Governance & Audit Committee
Wednesday, 07	Standards Committee
Thursday, 08	Joint Transportation Board
Wednesday, 14	Planning Committee
Thursday, 15	Cabinet
Thursday, 22	Thanet Health and Wellbeing Board
Tuesday, 27	Licensing Board
Friday, 30	Offices closed
Monday, 02	Offices closed

April 2018

Tuesday, 03	Members Briefing
Thursday, 12	Council
Wednesday, 18	Planning Committee
Tuesday, 17	Overview & Scrutiny Panel

May 2018

Thursday, 03	Cabinet
Monday, 07	Offices closed
Thursday, 10	Annual Council
Wednesday, 16	Planning Committee
Thursday, 17	Thanet Health and Wellbeing Board
Tuesday, 22	Licensing Board
Tuesday, 22	Overview & Scrutiny Panel
Thursday, 24	Thanet Health and Wellbeing Board
Monday, 28	Offices closed
Thursday, 31	Standards Committee

Times of Meetings

All meetings, except for those of the Licensing Board and Licensing Sub-Committees and the Thanet Health and Wellbeing Board, are held at 7.00 pm. The Licensing Board meetings are held at 10.00 am. Licensing Sub-Committee meetings are held either at 10.00 or 11.00 am. The Thanet Health and Wellbeing Board meetings are held at 10.00 am.

Members' Briefings are held at 6.15 pm.

Calendar of Meetings 2018/19

May 2018

Thursday, 03	Cabinet
Monday, 07	Office closed
Thursday, 10	Annual Council
Wednesday, 16	Planning Committee
Tuesday, 22	Licensing Board
Tuesday, 22	Overview & Scrutiny Panel
Thursday, 24	Thanet Health and Wellbeing Board
Monday, 28	Offices closed
Thursday, 31	Standards Committee

June 2018

Thursday 07	Joint Transportation Board
Tuesday 12	Licensing Board
Thursday, 14	Cabinet
Tuesday, 19	Members Briefing
Wednesday 20	Planning Committee

July 2018

Thursday, 12	Council
Wednesday, 18	Planning Committee
Thursday, 19	Thanet Health and Wellbeing Board
Tuesday, 24	Licensing Board
Wednesday, 25	Governance & Audit Committee
Thursday, 26	Cabinet

August 2018

Tuesday, 14	Overview & Scrutiny Panel
Wednesday, 15	Planning Committee
Monday, 27	Offices closed

September 2018

Tuesday, 04	Licensing Board
Tuesday, 04	Members Briefing
Thursday, 06	Thanet Health and Wellbeing Board
Thursday, 06	Council
Tuesday, 11	Standards Committee
Thursday, 13	Joint Transportation Board
Tuesday, 18	Cabinet
Wednesday, 19	Planning Committee
Wednesday, 26	Governance & Audit Committee

October 2018

Tuesday 09	Licensing Board
Thursday, 11	Council
Wednesday, 17	Planning Committee
Thursday, 18	Cabinet
Tuesday, 23	Overview & Scrutiny Panel*

November 2018

Thursday, 08	Thanet Health and Wellbeing Board
Thursday, 08	Standards Committee
Thursday, 15	Cabinet*
Tuesday, 20	Licensing Board
Tuesday, 20	Overview & Scrutiny Panel
Wednesday, 21	Planning Committee

December 2018

Wednesday 05	Governance & Audit Committee
Thursday, 06	Council
Tuesday, 11	Joint Transportation Board
Wednesday, 12	Planning Committee
Thursday, 13	Cabinet
Tuesday, 25	Offices closed
Wednesday, 26	Office closed

January 2019

Tuesday, 01	Offices Closed
Thursday, 03	Licensing Board
Tuesday, 08	Members Briefing
Thursday, 10	Thanet Health and Wellbeing Board
Tuesday, 15	Cabinet (budget)
Wednesday, 16	Planning Committee
Thursday, 24	Overview & Scrutiny Panel (budget)
Tuesday, 29	Cabinet (budget)

February 2019

Tuesday, 05	Members Briefing
Thursday, 07	Council (budget)
Tuesday, 12	Licensing Board
Tuesday, 12	Overview & Scrutiny Panel
Wednesday, 20	Planning Committee
Thursday, 28	Council (Council Tax)

March 2019

Wednesday, 06	Governance & Audit Committee
Thursday, 07	Standards Committee
Thursday, 14	Cabinet
Tuesday, 19	Licensing Board
Wednesday, 20	Planning Committee
Thursday, 21	Thanet Health and Wellbeing Board
Thursday, 21	Joint Transportation Board
Thursday, 28	Council

April 2019

Tuesday, 02	Members Briefing
Wednesday, 17	Planning Committee
Friday, 19	Offices closed
Monday, 22	Offices closed
Tuesday, 23	Overview & Scrutiny Panel

May 2019

Monday, 06	Offices closed
Wednesday, 15	Planning Committee
Thursday, 16	Annual Council

Times of Meetings

All meetings, except for those of the Licensing Board and Licensing Sub-Committees and the Thanet Health and Wellbeing Board, are held at 7.00 pm. The Licensing Board meetings are held at 10.00 am.

Licensing Sub-Committee meetings are held either at 10.00 or 11.00 am.

The Thanet Health and Wellbeing Board meetings are held at 10.00 am.

Members' Briefings are held at 6.15 pm.

*To consider council fees & charges for 2019/20

REPORT TO COUNCIL ON A CABINET DECISION EXEMPT FROM CALL-IN - REVISION TO THE DESCRIPTION OF A 2016/17 CAPITAL PROJECT

Council	Thursday 23 February 2017
Report Author	Committee Services Manager
Portfolio Holder	Cllr Derek Crow-Brown, Cabinet Member for Corporate Governance Services
Status	For Information
Classification:	Unrestricted
Key Decision	No
Ward:	Central Harbour

Executive Summary:

This report has been written to inform Council that the decision made on the 9 November 2016 by the Cabinet Member for Regeneration and Enterprise Services regarding a revision to the description of a 2016/17 capital project was treated as urgent in accordance with Overview and Scrutiny Procedure Rules 15 (P), (Q) & (R). This report is for Council's information only.

Recommendation(s):

None – this report is for information only.

CORPORATE IMPLICATIONS

Financial and Value for Money	As detailed in the report supporting the decision attached at Annex 2
Legal	As detailed in the report supporting the decision attached at Annex 2
Corporate	As detailed in the report supporting the decision attached at Annex 2
Equalities Act 2010 & Public Sector Equality Duty	As detailed in the report supporting the decision attached at Annex 2

CORPORATE PRIORITIES (tick those relevant)✓

A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	

CORPORATE VALUES (tick those relevant)✓

Delivering value for money	
Supporting the Workforce	
Promoting open communications	✓

1.0 Introduction and Background

- 1.1 In accordance with Overview and Scrutiny Procedure Rule 15 (Q), any urgent decision, not subject to call-in, shall be reported to the next available meeting of Council, together with the reasons for urgency. This report is for information only.

2.0 The Current Situation

- 2.1 On 9 November 2016, the Cabinet Member for Regeneration and Enterprise Services agreed to further revise the capital programme to increase the value of works to berth 3. The published Individual Cabinet Member decision notice is attached at Annex 1 to this report and the report supporting that decision is attached at Annex 2 to this report.
- 2.2 Pursuant to Overview and Scrutiny Procedure Rule (Q) the Chairman of Council gave his consent that the making of the decision was urgent and could not reasonably be deferred for the following reasons:
- There is opportunity now to undertake this additional work whilst the current contractor is on site.
 - Delay would result in costly preliminary charges for a new contract with the associated mobilisation of the required plant including a heavy duty crane.
 - Delay would impact on the serviceability of the berth beyond the target completion date of December 2017, which could lead to potential loss of future income via the berth.

Contact Officer:	Nicholas Hughes, Committee Services Manager
Reporting to:	Tim Howes, Director of Corporate Governance and Monitoring Officer

Annex List

Annex 1	Individual Cabinet Member decision notice
Annex 2	Report supporting the Individual Cabinet Member Decision

Background Papers

Title	Details of where to access copy
None	

Corporate Consultation

Finance	Matthew Sanham, Corporate Finance Manager
Legal	Tim Howes, Director of Corporate Governance and Monitoring Officer

Ref:

THE THANET DISTRICT COUNCIL

URGENT RECORD OF DECISION OF INDIVIDUAL CABINET MEMBER

Name of Cabinet Member: **Councillor Hunter Stummer-Schmertzling**

Relevant Portfolio: **Cabinet Member for Regeneration and Enterprise Services**

Date of Decision: **9th November 2016**

Subject: **Revision to the description of a 2016/17 capital project**

Key Decision

Yes		No	X
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 In Forward Plan

Yes		No	X
-----	--	----	---

Brief summary of matter:

In August 2016 an Individual Cabinet Member Decision was made to vary the description of a capital project to replace the existing berth 4/5 structure at the port of Ramsgate. This variation allowed for the inclusion of work to berth 3 which is immediately adjacent to berth 4/5. A further variation (also authorised as an Individual Cabinet Member Decision) to increase the budget in line with a revised project value of £664k was signed on 28th September 2016.

As a result of the above the contractor Burgess Marine Ltd started work on site on 8th October 2016. Despite thorough pre-contract surveys, more unanticipated work has been identified on berth 3. Some of these defects have been found to be repeated on Berth 2 which shares some of the same design features and as a result it is proposed to also address the issues on berth 2 as part of this additional work.

The cost of this additional work will increase the current approved project value of 664k to 1,180k.

Decision made:

To further revise the capital programme to increase the value of works to berth 3.

Reasons for decision:

The revised project will enhance the resilience of the port through the replacement of key structural, hydraulic, mechanical and electrical components on berth 3 in compliance with current design codes. The work will also increase the compatibility of the berth to accommodate a wider range of ro-ro vessels with alternative vehicle access configurations.

Alternatives considered and why rejected:

A 'Do nothing' option would render the berth unserviceable and would deny opportunity for future income via the berth.

Details of any conflict of interest declared by any executive Member who has been consulted and of any dispensation granted by the Standards Committee:

none

Author and date of officer report:

Mike Humber – Head of Maritime and Technical Services, 9th November 2016

Background papers:

None

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Berth 4/5 Capital Budget Revision

Meeting date	N/A
Report Author	Mike Humber
Portfolio Holder	Councillor Hunter Stummer-Schmertzling - Cabinet Member for Regeneration and Enterprise Services
Status	Urgent decision by individual Cabinet Member
Classification:	Unrestricted
Key Decision	No
Ward:	Central Harbour Ward

Executive Summary:

In August 2016 an Individual Cabinet Member Decision was made to vary the description of a capital project to replace the existing berth 4/5 structure at the port of Ramsgate. This variation allowed for the inclusion of work to berth 3 which is immediately adjacent to berth 4/5. A further variation (also authorised as an Individual Cabinet Member Decision) to increase the budget in line with a revised project value of £664k was signed on 28th September 2016.

As a result of the above the contractor Burgess Marine Ltd started work on site on 8th October 2016. Despite thorough pre-contract surveys, more unanticipated work has been identified on berth 3. Some of these defects have been found to be repeated on Berth 2 which shares some of the same design features and as a result it is proposed to also address the issues on berth 2 as part of this additional work.

The cost of this additional work will increase the current approved project value of 664k to 1,180k.

Recommendation:

This report recommends that further funds are allocated from the 2016/17 capital programme to the berth 3 project as described below.

CORPORATE IMPLICATIONS

Financial and Value for Money

The work to berth 3 was originally estimated to have a value of £385k. Funding in this value was allocated in August 2016 through a variation in the description of the Berth 4/5 capital project in the 2016/17 programme. Following tendering a further variation to the capital project was made to increase the project value to £664k on 28th September 2016.

The original capital budget for the replacement of berth 4/5 is £1m.

The proposed changes increase the initial capital budget allocation for berth 4/5 and requires an increased budget of £1.679m to accommodate expanded works to Berth 2/3 to be included within the programme.

	<p>Finance officers have reviewed the capacity within the existing capital programme and projected capital receipts from the asset disposal report due to be considered by Cabinet on 17 November 2016.</p> <p>It is anticipated that these works can be facilitated during 2016 by the following actions:-</p> <p>Utilise £160k from the maritime reserve and make available capital receipts to fund the shortfall by utilising £60k of the Cremator and Cemeteries works reserve to fund the Crematorium upgrade that is within the existing capital programme, £100k of the Economic Development and Regeneration Reserve to fund the authority's match funding of the existing Dalby Square THI project. The remaining shortfall can be funded from the capital receipts reserve. A more detailed and revised capital programme will be presented to members as part of the Qtr3 Budget Monitoring Report for Cabinet in January 2017.</p>						
Legal	There are no legal implications directly arising from this report						
Corporate	This proposed further revision to the capital project will facilitate works to berth 3 which will have a significant positive impact on the resilience and serviceability of the berth. This will support existing port income and maximise opportunity to attract new business to the port whilst safeguarding the longevity of this key piece of port infrastructure.						
Equalities Act 2010 & Public Sector Equality Duty	<p>The proposal has limited relevance to the duty in respect of the protected characteristics and no impacts have been identified. However, should any issues arise as a direct result of this proposal in the future, they will be assessed accordingly.</p> <p>It is the officer's assessment that the duty is not engaged by this proposal and no impacts have been identified. It is therefore proposed to seek Cabinet Member Decision to revise the above capital budget and implement the work to Berth 3.</p> <table border="1"> <tr> <td colspan="2">Please indicate which aim is relevant to the report.</td></tr> <tr> <td>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</td><td rowspan="3">Due to the limited relevance to the PSED it is not possible to further this aim of the duty. However, the proposal is non-discriminatory and does not contravene equality legislation.</td></tr> <tr> <td>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</td></tr> <tr> <td>Foster good relations between people who share a protected characteristic and people who do not share it.</td></tr> </table>	Please indicate which aim is relevant to the report.		Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	Due to the limited relevance to the PSED it is not possible to further this aim of the duty. However, the proposal is non-discriminatory and does not contravene equality legislation.	Advance equality of opportunity between people who share a protected characteristic and people who do not share it	Foster good relations between people who share a protected characteristic and people who do not share it.
Please indicate which aim is relevant to the report.							
Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	Due to the limited relevance to the PSED it is not possible to further this aim of the duty. However, the proposal is non-discriminatory and does not contravene equality legislation.						
Advance equality of opportunity between people who share a protected characteristic and people who do not share it							
Foster good relations between people who share a protected characteristic and people who do not share it.							

CORPORATE PRIORITIES	
A clean and welcoming Environment	
Promoting inward investment and job creation	✓
Supporting neighbourhoods	

CORPORATE VALUES	
Delivering value for money	✓
Supporting the Workforce	
Promoting open communications	

1.0 Introduction and Background

- 1.1 The existing roll on roll off (ro-ro) berth number 3 at the Port of Ramsgate is a double deck berth which was installed in 1993. The double deck configuration allows simultaneous loading and unloading of HGV's on each of the two embarkation/disembarkation decks of modern cross channel ferries. It is by this method that fast vessel turn-arounds are achieved as demanded by modern competitive cross channel operators.

2.0 The Current Situation

- 2.1 The revised project will enhance the resilience of the port through the replacement of key structural, hydraulic, mechanical and electrical components on berth 3 in compliance with current design codes. The work will also increase the compatibility of the berth to accommodate a wider range of ro-ro vessels with alternative vehicle access configurations.
- 2.2 The revision to this project will support existing port income and maximise opportunity to attract new business to the port whilst safeguarding the longevity of this key piece of port infrastructure.

3.0 Options

- 3.1 Do nothing - this would render the berth unserviceable and would deny opportunity for future income via the berth.
- 3.2 Undertake enhancement works (recommended option) – this option will retain the berth in service and increase compatibility to accommodate a wider range of ro-ro vessels with alternative vehicle access configurations.

Contact Officer:	Mike Humber – Head of Maritime and Technical Services
Reporting to:	Gavin Waite – Director of Operational Services

Annex List

Annex 1	none
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Background Papers

Title	Details of where to access copy
none	

Corporate Consultation

Finance	Peter Timmins – Interim Head of Financial Services
Legal	Ciara Feeney – Head of Legal Services

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THANET DISTRICT COUNCIL DECLARATION OF INTEREST FORM

Do I have a Disclosable Pecuniary Interest and if so what action should I take?

Your Disclosable Pecuniary Interests (DPI) are those interests that are, or should be, listed on your Register of Interest Form.

If you are at a meeting and the subject relating to one of your DPIs is to be discussed, in so far as you are aware of the DPI, you **must** declare the existence **and** explain the nature of the DPI during the declarations of interest agenda item, at the commencement of the item under discussion, or when the interest has become apparent

Once you have declared that you have a DPI (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote on the matter;
2. Withdraw from the meeting room during the consideration of the matter;
3. Not seek to improperly influence the decision on the matter.

Do I have a significant interest and if so what action should I take?

A significant interest is an interest (other than a DPI or an interest in an Authority Function) which:

1. Affects the financial position of yourself and/or an associated person; or
Relates to the determination of your application for any approval, consent, licence, permission or registration made by, or on your behalf of, you and/or an associated person;
2. And which, in either case, a member of the public with knowledge of the relevant facts would reasonably regard as being so significant that it is likely to prejudice your judgment of the public interest.

An associated person is defined as:

- A family member or any other person with whom you have a close association, including your spouse, civil partner, or somebody with whom you are living as a husband or wife, or as if you are civil partners; or
- Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors; or
- Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000;
- Any body of which you are in a position of general control or management and to which you are appointed or nominated by the Authority; or
- any body in respect of which you are in a position of general control or management and which:
 - exercises functions of a public nature; or
 - is directed to charitable purposes; or
 - has as its principal purpose or one of its principal purposes the influence of public opinion or policy (including any political party or trade union)

An Authority Function is defined as: -

- Housing - where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease; or
- Any allowance, payment or indemnity given to members of the Council;
- Any ceremonial honour given to members of the Council
- Setting the Council Tax or a precept under the Local Government Finance Act 1992

If you are at a meeting and you think that you have a significant interest then you **must** declare the existence **and** nature of the significant interest at the commencement of the

matter, or when the interest has become apparent, or the declarations of interest agenda item.

Once you have declared that you have a significant interest (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote (unless the public have speaking rights, or you are present to make representations, answer questions or to give evidence relating to the business being discussed in which case you can speak only)
2. Withdraw from the meeting during consideration of the matter or immediately after speaking.
3. Not seek to improperly influence the decision.

Gifts, Benefits and Hospitality

Councillors must declare at meetings any gift, benefit or hospitality with an estimated value (or cumulative value if a series of gifts etc.) of £25 or more. You **must**, at the commencement of the meeting or when the interest becomes apparent, disclose the existence and nature of the gift, benefit or hospitality, the identity of the donor and how the business under consideration relates to that person or body. However you can stay in the meeting unless it constitutes a significant interest, in which case it should be declared as outlined above.

What if I am unsure?

If you are in any doubt, Members are strongly advised to seek advice from the Monitoring Officer or the Committee Services Manager well in advance of the meeting.

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS, SIGNIFICANT INTERESTS AND GIFTS, BENEFITS AND HOSPITALITY

MEETING.....

DATE..... AGENDA ITEM

DISCRETIONARY PECUNIARY INTEREST ☐

SIGNIFICANT INTEREST ☐

GIFTS, BENEFITS AND HOSPITALITY ☐

THE NATURE OF THE INTEREST, GIFT, BENEFITS OR HOSPITALITY:

.....
.....
.....

NAME (PRINT):

SIGNATURE:

Please detach and hand this form to the Democratic Services Officer when you are asked to declare any interests.