

MEETING OF THE COUNCIL



Thursday, 6th September, 2018

7.00 pm

**Council Chamber
Thanet District Council
Margate**

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



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Date: 29 August 2018
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, 6 September 2018 at 7.00 pm for the purpose of transacting the business mentioned below.

Timothy Howes

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.

AGENDA

Item
No

1. **APOLOGIES FOR ABSENCE**

2. **MINUTES OF PREVIOUS MEETING** (Pages 5 - 12)

To approve the minutes of the meeting of Council held on 12 July 2018, copy attached.

3. **MINUTES OF THE EXTRAORDINARY MEETING** (Pages 13 - 14)

To approve the minutes of the extraordinary meeting of Council held on 19 July 2018, copy attached.

4. **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).

5. **DECLARATIONS OF INTEREST**

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

6. **PETITIONS**

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

Item
No

Subject

6a **A PETITION REGARDING JACKEY BAKERS** (Pages 15 - 18)

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

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

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

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

8a **QUESTION NO. 1 FROM A MEMBER - REGARDING THE NUMBER OF STAFF AT THE COUNCIL** (Pages 19 - 22)

8b **QUESTION NO. 2 FROM A MEMBER - REGARDING HOMELESS FAMILIES** (Pages 23 - 26)

8c **QUESTION NO.3 FROM A MEMBER - REGARDING THE SUMMER KITCHEN** (Pages 27 - 30)

8d **QUESTION NO.4 FROM A MEMBER - REGARDING THE NEWGATE GAP SHELTER** (Pages 31 - 34)

9. **NOTICE OF MOTION**

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

10. **LEADERS REPORT** (Pages 35 - 36)

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

11. **REPORT OF THE CHAIRMAN OF THE EXECUTIVE, POLICY AND COMMUNITY SAFETY SCRUTINY PANEL** (Pages 37 - 44)

12. **REPORT OF THE CHAIRMAN OF THE FINANCE, BUDGET AND PERFORMANCE SCRUTINY PANEL** (Pages 45 - 52)

13. **ANNUAL TREASURY MANAGEMENT REVIEW 2017-18** (Pages 53 - 68)

14. **CHANGES TO COMMITTEES PANELS AND BOARDS** (Pages 69 - 78)

Declaration of Interests Form

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COUNCIL

Minutes of the meeting held on 12 July 2018 at 7.00 pm in Council Chamber, Council Offices, Cecil Street, Margate, Kent.

Present: Councillor David Saunders (Chairman); Councillors Ashbee, Bambridge, Bayford, Braidwood, Buckley, Campbell, G Coleman-Cooke, K Coleman-Cooke, Connor, Constantine, Crow-Brown, Curran, Dawson, Day, Dellar, Dennis, Dexter, Dixon, Edwards, J Fairbrass, L Fairbrass, Falcon, Fenner, Game, I Gregory, Grove, Hayton, Jaye-Jones, Johnston, Martin, Matterface, Messenger, Parsons, L Piper, S Piper, L Potts, R Potts, Pugh, Rogers, M Saunders, Savage, Shonk, Stummer-Schmertzing, Taylor, Taylor-Smith, Tomlinson, Townend and Venables.

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Hillman, Larkins and Wells.

2. MINUTES OF PREVIOUS MEETING

It was proposed by the Chairman, seconded by the Vice-Chairman and agreed, that the minutes of the Annual Council meeting held on 10 May 2018 be approved and signed by the Chairman.

3. ANNOUNCEMENTS

Members stood as a mark of respect as the Chairman presented Councillor Falcon with the Past Chairman's Badge.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. PETITIONS

(a) Proposed clinical waste charges

Ms Clarke was unavailable to present the petition, however Members noted that the following petition, containing 36 valid signatures, had been received:

"We the undersigned petition the council to change the proposed charges for clinical waste and sharps collections, as it discriminates against the sick in the area and is unsafe for the area."

In accordance with the council's Petition Scheme, the petition was referred to Cabinet without debate for report back to the Council within three ordinary meetings.

6. QUESTIONS FROM THE PRESS AND PUBLIC

(a) Question No. 1 From a Member of the Public – Clinical Waste Collections

Mr Norwood asked Councillor Taylor-Smith the following question:

“Could you tell me why the clinical waste collection has deteriorated? Collections that used to take two weeks, now take three to six. The explanation I was told, that it’s due to an increased number of users, seems barely credible.”

Councillor Taylor responded with the following points:

- There had been no general deterioration of the overall clinical waste service however an increase in demand for sharps box removal had led to some people having to wait a little longer.
- The sharps clinical waste collection service had now fully caught up and were taking bookings at one week in advance, which was back to the normal service.
- The Council now had over 4,000 registered customers who regularly used the clinical waste collection service and were committed to maintaining customer satisfaction for this important service.
- If uptake of the service rose again, the council had the flexibility to add an extra collection day to meet the demand.
- More information would be available following the completion of a benchmarking exercise of the service.

(b) **Question No. 2 From a Member of the Public – The Local Plan**

Mr Wright asked the Leader the following question:

“Please can you outline the potential risk to Thanet tax payers if the local plan is found unsound?”

The Leader responded with the following points:

- A significant delay could result in further intervention by the Minister. The cost of any external work resulting from intervention would have to be borne by the council.
- If there was no intervention, there would still be significant cost to the council in reviewing and updating the evidence base. This could quite easily cost several tens of thousands of pounds.
- Without an adopted Local Plan, there was a significant risk that the council could not demonstrate a 5-year housing land supply. If this occurred, the council would lose the ability to refuse housing applications in undesirable locations, or could face an increased risk of losing planning appeals and consequently a greater risk of costs being granted against the council.
- It was likely that the Council would have to plan for the higher number of homes expected under the Government’s new housing need methodology;
- With the loss of control over new development, there was a greater risk that development would take place on a more unplanned basis and without the provision of key infrastructure to support the developments, such as roads, schools and health facilities.
- New policies relating to Local Green Space, energy and water efficiency, and internal space standards could not be applied.

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

(a) **Question No. 1 from a Member - Regarding Housing**

Councillor Constantine asked Councillor Game the following question:

“Can Councillor Game tell me how the Conservative administration are planning to manage our current housing crisis? How many families with children are impacted by the need to move into temporary accommodation? What are you planning to do to curb and manage the costs associated with providing temporary accommodation?”

Councillor Game responded with the following points:

- Homelessness was a national crisis. The Local Government Association had reported that there were 120,540 children living in temporary accommodation with their families that had been provided by local authorities. This represented a 37% increase since 2014. This crisis was driven by a severe shortage of affordable homes to rent and the increased cost of the private rented sector.
- The council currently (as at Monday 9 July 2018) had 168 households placed in temporary accommodation. Of this number, 71 households were families with children, all of whom had self-contained accommodation, including 11 families in council owned flats or houses. There were currently no families with children in temporary hotel accommodation.
- Overall the council's use of hotel accommodation had significantly reduced since January 2018, from 51 households at the start of the year to 26 households by 30 June 2018.
- The council continued to invest in building new homes, and would invest £30,000,000 to deliver 150 new homes by 2020. It was expected that 20 new homes would be completed, and work commence on a further 49 homes, in the current financial year.
- The council had set aside £1,600,000 for new temporary accommodation to help reduce the overall cost of homelessness to the council, and were currently looking for a suitable site for this development.
- Since the implementation of the new Homelessness Reduction Act on 3 April 2018 the council had supported 187 households with personal housing plans, and successfully prevented 92 households from becoming homeless in the first place. The council had strengthened the housing options team to provide these services and improve the effectiveness of homelessness prevention.
- The council had launched a new incentive scheme to encourage private sector landlords to make homes available for households in need. Since April the council had provided financial assistance to 42 households to help them access private sector homes.
- The work that had been completed to prevent homelessness, construct new homes and support people living in temporary accommodation had improved the outcomes for homeless people and reduced the costs of homelessness for the council.

Councillor Constantine followed up her question by asking if the Local Plan should be revisited to reflect the urgent need for social homes, of which Stone Hill Park have promised more than 400, as the key imperative?

Councillor Game responded that the Local Plan was still being worked upon. She wished extended an invite to Councillor Constantine to meet with the Head of Housing and the Housing Options Manager to discuss what could be done to reduce homelessness.

8. NOTICE OF MOTION

It was noted that no motions on notice had been received in accordance with council procedure rule 3.

9. LEADERS REPORT

During his report the Leader covered the following areas:

- The council's enforcement clamp down had continued with 1071 fixed penalty notices issued in six months up to May for littering, spitting and dog fouling offenses. There had also been three successful prosecutions for fly-tipping in the past two months. A new anti-litter campaign would soon be launched.
- The council had successfully prosecuted six rogue landlords resulting in over £23,000 of fines.
- In June the council targeted alcohol related anti-social behaviour, raising awareness of the Alcohol Control Public Space Protection Order.

- State of the art CCTV control room had now opened with a network of high definition cameras.
- A programme of investment in smart bins was underway. They had the ability to alert the Council when they were nearly full and were hoped to help address issues connected to overflowing bins.
- The Fort Road Hotel had been sold at auction for £360,000.
- Cabinet approved the transfer of Birchington Memorial Ground and land at Alpha Road to Birchington Parish Council, and the transfer of the Old Look Out at Broadstairs into community management.
- The District had seen a 19% increase in the visitor economy.
- The Winter Shelter statistics had been published in May following its second successful year. Thanks were offered to the 107 volunteers who had donated 4560 hours to the project.
- The government wished to have no rough sleepers by 2027 and had initially made £30,000,000 of funding available. The council successfully obtained £367,000 of this funding.
- The housing team recently achieved 'Highly Commended' for two of the shortlisted entries at the National Municipal Journal awards.
- Kent as a whole has seen a rise in traveller incursions over the last 12 months. The Council was looking at solutions to make unauthorised access on to land at Jackey Bakers more difficult.
- The new council website had been launched on 30 April. Since then it had received 82,000 visits and feedback had been positive. The Society of Information Technology Management had listed it as one of their recommended websites for best practice.
- The Thames Estuary 2050 Growth Commission had launched its conclusions in the 2050 Vision, the council was considering the detailed report.
- The 2019 Turner Prize would be hosted by the Turner Contemporary. This would further raise Margate's profile nationally and internationally.
- Democratic Services were holding public sessions to encourage more candidates to stand as Councillors. The sessions would explain the role of a councillor and the support they would receive.

Councillor L Fairbrass as Deputy Leader of the Independent and UKIP Group made the following points:

- The Leader did not mention the Local Plan in his report. When presenting the options for Council on 19 July the Leader must give due consideration to the legal and expert advice available to him. Failure to do this could lead to the loss of the relative financial stability achieved by the council over the last few years and would be symptomatic of the type of decision making made when the council was labelled toxic and dysfunctional in 2014.
- The new Landlord incentive scheme was to be welcomed and hopefully would help to address the growing number of households facing homelessness in Thanet.

Councillor Reverend Piper as Leader of the Thanet Independent Councillors Group made the following points:

- He appreciated the Leaders efforts to keep the other political groups updated on his activities and aspirations.
- The housing team deserved congratulations for further recognition of their good work.
- Traveller incursions were on the rise and highlighted holes in the council's capability of prevention. Many residents wanted the council to take action to make the district more secure, particularly in Dane Valley and Jackey Bakers.
- Travellers and recalcitrant locals using motorbikes and all terrain vehicles in parks were a blight on the community and must be stopped.
- There was also concern about the lack of grass cutting as the seeds of some grass could be dangerous to dogs.

The Leader replied to Councillor Reverend Piper's comments with the following points:

- The council took traveller incursions and other types of misuse of public spaces very seriously. The council would come forward with proposals to address the issue. Members of the public were also encouraged to contact the police if they saw any criminal activity.
- The Leader offered to raise the issue of grass cutting with the appropriate department.

Councillor Matterface as leader of the Labour Party made the following points:

- While taking a hard line on littering was good, there were multiple reports of dropped rubbish by council operatives during waste collections that did not get picked up, can this be addressed?
- It was good that the CCTV monitoring had been kept locally as knowledge of the local area was important.
- Could the Leader elaborate on the number of smart bins installed, and where they were located? Ordinary bins needed emptying more often as overflowing bins was an increasing problem.
- How many road sweepers with brooms did the council have? A traditional road sweeper on foot with a broom and litter picker was sometimes required when streets were full of parked cars.
- It was good that an organiser was already in place for the Winter Shelter project.
- The Leader was invited to attend a session at the GAP Project to see the work they were doing. The Chief executive had recently visited, and her visit was very appreciated.
- The number of women sleeping rough and homeless families was worrying, especially when they were placed in emergency accommodation out of the area. What was being done to obtain more funding for more social housing?
- Consideration could be given to the house in a box scheme.
- Congratulations were offered to the housing team who were always helpful and go above and beyond the call of duty.
- The prospective councillor event was welcome, it would be supported by a number of Members of the council. The Member Training Group had involvement in planning the event and thanks were offered to democratic services for their work with the group.

The Leader replied to Councillor Matterface's comments with the following points:

- The national average percentage of rough sleepers that were women was 10%, however in Thanet the percentage was around 25%. Part of the funding from government would be put towards a hostel for women rough sleepers.
- The Leader would take up Councillor Matterface's offer to visit the GAP Project.
- The council had been looking at the house in a box scheme.

10. CHANGES TO COMMITTEES, PANELS AND BOARDS – 2018/19

PROPORTIONALITY

The Leader proposed, Councillor L Fairbrass seconded and Members agreed option one as detailed at paragraph 2.5.1 of the report, namely;

"That the Thanet Independent Councillors Group lose a seat on the Planning Committee and the UKIP and Independent Group gain that seat. That the Thanet Independent Councillors Group also lose a seat on the Licensing Board and that seat is given to the Conservative group."

NOMINATION OF MEMBERS TO SERVE ON COMMITTEES

Group leaders advised of the following changes to sit on committees: as summarised in the table below.

Committee/Group	Current Position	New Position	Change to Nominations
Planning Committee			
TIC Group	4 seats	3 seats (remove nominee)	Cllr Shonk removed
UKIP & Ind. Group	3 seats	4 seats (new nominee needed)	1 seat TBC
Planning Committee Sub			
Conservative	5 vacant seats	5 vacant seats	Cllr M Saunders added Cllr Bambridge added Cllr Dexter added Cllr Taylor-Smith added 1 seat TBC
UKIP & Ind. Group	3 seats	4 seats (new nominee needed)	Cllr Crow-Brown removed Cllr Stummer-Schmertzing added 1 seat TBC
Licensing Board			
TIC Group	4 seats	3 seats (remove nominee)	Cllr Brimm removed
Conservative Group	5 seats	6 seats (new nominee needed)	Cllr Bambridge added
BEAWP			
TIC Group	Cllr Brimm	New nominee needed	1 seat TBC
Joint Transportation Board			
Conservative Group	n/a	n/a	Cllr Parsons removed Cllr M Saunders added
Standards Committee			
UKIP & Ind. Group	n/a	n/a	Cllr L Fairbrass removed Cllr Townend added

Councillor Rev. Piper advised Members that Councillor Edwards would be the Opposition spokesperson for Operational Service for the Thanet Independent Councillors.

11. CONSTITUTIONAL CHANGES FOR SCRUTINY

It was proposed by the Chairman, seconded by the Vice-Chairman and Members agreed the amended constitution as attached at Annex 1 to the report.

12. CALENDAR OF MEETINGS

It was proposed by the Chairman, seconded by the Vice-Chairman and Members agreed the amendments to the calendar of meetings for the remainder of 2018/19 as set out at Annex 1 to the report.

13. MEMBERS ALLOWANCES SCHEME 2018/19

It was proposed by the Leader, seconded by Councillor Savage and Members agreed the Thanet District Council Members' Allowances Scheme 2018/19 be approved.

14. NOMINATIONS TO NON-EXECUTIVE OUTSIDE BODIES

Subject to the addition of Councillor Constantine as the council's nominee to the Thanet Volunteer Bureau, and the Youth Advisory Group; it was proposed by Councillor Bayford, seconded by Councillor Savage and Members agreed the nominations to the non-executive outside bodies as shown in the report.

15. STANDARDS HEARING SUB-COMMITTEE - COUNCILLOR BRIMM

It was proposed by the Chairman, seconded by the Vice-Chairman and Members agreed the recommendation as shown in the report, namely:

"The council censures Councillor Brimm for her behaviour in posting the private home telephone number of a council officer on Facebook, which resulted in Cllr Brimm breaching the following provisions of the Code of Conduct:

- (a) Attempting to intimidate an officer (who was party to an existing Code of Conduct complaint against Councillor Brimm)
- (b) Attempting to bully an officer
- (c) Disclosing information which was of a confidential nature
- (d) Bringing her office into disrepute."

Meeting concluded: 8.00pm

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COUNCIL

Minutes of the meeting held on 19 July 2018 at 7.00 pm in Council Chamber, Council Offices, Cecil Street, Margate, Kent.

Present: Councillor David Saunders (Chairman); Councillors Ashbee, Bambridge, Bayford, Braidwood, Brimm, Buckley, Campbell, G Coleman-Cooke, K Coleman-Cooke, Connor, Constantine, Crow-Brown, Curran, Dawson, Day, Dellar, Dennis, Dexter, Dixon, Edwards, Evans, J Fairbrass, L Fairbrass, Falcon, Game, I Gregory, Grove, Hayton, G Hillman, Jaye-Jones, Johnston, Larkins, Martin, Matterface, Messenger, Parsons, L Piper, S Piper, Pugh, Rogers, Rusiecki, M Saunders, Savage, Shonk, Stummer-Schmertzing, Taylor, Taylor-Smith, Tomlinson, Townend, Venables, Wells and Rogers

16. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Fenner, L Potts and R Potts.

17. ANNOUNCEMENTS

The Chairman said that he was saddened to hear about a member of Thanet District Council being assaulted by a member of the public and on behalf of the Council, he wished them a speedy recovery.

18. DECLARATIONS OF INTEREST

There were no declarations of interest.

19. THANET LOCAL PLAN - PUBLICATION STAGE (REGULATION 19) & SUBMISSION FOR EXAMINATION (REGULATION 22)

It was proposed by the Leader and seconded by the Deputy Leader:

“(1) That Council agree to proceed with the draft Local Plan as recommended to Council on 18 January 2018, with the revised distribution of sites and other amendments set out in this report, in the Addendum at Annex 2 and from the recommendations of the Cabinet meeting of 19 July namely to;

- Amend Appendix B (housing supply phasing) of the draft Plan and other relevant references in the document to show an amended phasing; and
- Amend Addendum reference AD05 (final paragraph) to read:

“In the event that a DCO or CPO process is not accepted or granted, or does not proceed, the Council will need to consider the best use for this site, in the next Local Plan review after a minimum of two years.”

- (2) That Council agree for inclusion in the draft Local Plan the main changes in Annex 4 of the Council report of 18 January 2018, as modified by any decision on Recommendation (1) above (set out in Annex 1);
- (3) That Council agree for inclusion in the draft Local Plan the other changes set out in this report regarding the identification of additional Local Green Spaces, and a proposed new policy relating to foster homes in the district (also set out in the Addendum at Annex 2);

- (4) That, subject to the other recommendations above, that authority be delegated to officers to make such minor technical and factual amendments to the draft Plan as are necessary for clarity and consistency;
- (5) That the draft Local Plan (as amended), together with the associated evidence base, including the Sustainability Appraisal/Habitat Regulations Assessment, and the draft Transport Strategy, be published for comment (under Reg 19) for a period of six weeks, and then subsequently be submitted for Examination (under Reg 22);
- (6) That the Council request the Examination Inspector, under Section 20(7) of the Planning & Compulsory Purchase Act 2004) to recommend any modifications to the draft Local Plan, which they consider are required in order to resolve problems that would otherwise make the Plan unsound or not legally compliant.”

Members raised the following points:

- Concerns were raised regarding the increase in allocated sites on green sites and the impact of housing numbers on villages and towns in the district. There was debate about whether the proposed draft Local Plan would result in more or less employment in the district and what the impact would be on public services.
- Concerns were raised regarding the soundness of the proposals and the potential for intervention from the DCLG but Members were keen to move forward with the Local Plan process.

The Monitoring Officer conducted a recorded vote on the motion as follows:

31 Member voted in favour of the motion: Councillors Ashbee, Bambridge, Bayford, Buckley, K Coleman-Cooke, Curran, Dawson, Day, Dennis, Dexter, Edwards, Evans, Game, Gregory, Hayton, Jaye-Jones, Martin, Messenger, Parsons, L Piper, S Piper, Pugh, Rogers, Rusiecki, D Saunders, M Saunders, Savage, Shonk, Taylor, Taylor-Smith and Tomlinson

21 Members voted against the motion: Councillors Braidwood, Brimm, Campbell, G Coleman-Cooke, Connor, Constantine, Crow-Brown, Dellar, Dixon, J Fairbrass, L Fairbrass, Falcon, Grove, Hillman, Johnston, Larkins, Matterface, Stummer-Schmertzling, Townend, Venables and Wells.

0 Members abstained from voting on the motion.

The motion was declared CARRIED.

Meeting concluded : 7.45pm

PETITION REGARDING JACKEY BAKERS

Council	6 September 2018
Report Author	Nick Hughes, Committee Services Manager and Deputy Monitoring Officer
Portfolio Holder	Councillor Ashbee, Cabinet Member for Corporate Governance and Coastal Development
Status	For recommendation
Classification:	Unrestricted
Key Decision	No

Executive Summary:

A petition containing 70 valid signatures was received by the Council requesting that the council to erect a solid barrier around the perimeter of Jackey Bakers that is extremely difficult to break.

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	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,

	<p>gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Please indicate which aim is relevant to the report.</td> </tr> <tr> <td style="width: 80%;">Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</td> <td style="width: 20%;"></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> <p>However 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.	
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 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 Amanda Taylor and Ms Sue Taylor has been validly signed by 70 persons. The petition prayer reads:

"We the undersigned petition the council to erect a solid barrier around the perimeter of Jackey Bakers that is extremely difficult to break.

A barrier will assist to prevent further incursions on to the Land which is a valuable community asset and should be protected. It will also prevent local residents from being disturbed by the noise and anti-social behaviour that recent incursions have brought to our local area."

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 Taylor 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 within three ordinary meetings.

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	Ramesh Prashar, Head of Financial Services
Legal	Tim Howes, Director of Corporate Governance & Monitoring Officer

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**QUESTION NO. 1 FROM A MEMBER - REGARDING THE
NUMBER OF STAFF AT THE COUNCIL**

Council	6 September 2018
Report Author	Democratic Services Officer
Portfolio Holder	Cabinet Member for Corporate Governance and Coastal Development
Classification:	Unrestricted
Key Decision	No
Ward:	All Wards

Executive Summary:

The Leader will receive a question from a Member of Council in relation to the number of staff at the Council.

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	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	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 the Leader, has been received from Councillor Johnston in accordance with Council Procedure Rule No. 14.

Thanet District Council is a major employer. Please could the Leader confirm the numbers of staff with a breakdown for each department.

- 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

None	N/A
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Ramesh Prashar, Head of Financial Services
Legal	Tim Howes, Director of Corporate Governance and Monitoring Officer

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	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 the Cabinet Member for Housing and Safer Neighbourhoods, has been received from Councillor Constantine in accordance with Council Procedure Rule No. 14.

Could the cabinet member give me an update on the progress being made to rehouse the 71 homeless Thanet families currently in temporary accommodation?

- 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

None	N/A
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Ramesh Prashar, Head of Financial Services
Legal	Tim Howes, Director of Corporate Governance and Monitoring Officer

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**QUESTION NO. 3 FROM A MEMBER - REGARDING THE
SUMMER KITCHEN**

Council	6 September 2018
Report Author	Democratic Services Officer
Portfolio Holder	Cabinet Member for Corporate Governance and Coastal Development
Classification:	Unrestricted
Key Decision	No
Ward:	All Wards

Executive Summary:

The Leader will receive a question from a Member of Council in relation to the Summer Kitchen.

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	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	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 the Leader, has been received from Councillor Matterface in accordance with Council Procedure Rule No. 14.

Following the success of the Summer Kitchen in uniting the community and helping many disadvantaged families, will Thanet District Council be applying for money from the government next year similar to the funds announced by Children and Families Minister, Nadhim Zahawi, to enable the scheme to continue here?

- 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

None	N/A
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Ramesh Prashar, Head of Financial Services
Legal	Tim Howes, Director of Corporate Governance and Monitoring Officer

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**QUESTION NO. 4 FROM A MEMBER - REGARDING THE
NEWGATE GAP SHELTER**

Council	6 September 2018
Report Author	Democratic Services Officer
Portfolio Holder	Cabinet Member for Corporate Governance and Coastal Development
Classification:	Unrestricted
Key Decision	No
Ward:	All Wards

Executive Summary:

The Cabinet Member for Financial Services and Estates will receive a question from a Member of Council in relation to the Newgate Gap Shelter.

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	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	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 the Cabinet Member for Financial Services and Estates, has been received from Councillor Dawson in accordance with Council Procedure Rule No. 14.

“TDC have neglected the Newgate Gap Shelter to the point they now seek its part demolition against the Conservation Officers advice. Will you support and work with the residents to save in its entirety this important part of Cliftonville’s heritage”

- 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

None	N/A
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Ramesh Prashar, Head of Financial Services
Legal	Tim Howes, Director of Corporate Governance and Monitoring Officer

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LEADER’S REPORT TO COUNCIL

Council	6 September 2018
Report Author	Nick Hughes, Committee Services Manager and Deputy Monitoring Officer
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" data-bbox="427 1666 1401 1908"> <tr> <td colspan="3">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> <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></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></td> <td>x</td> </tr> </table> <p>The Council demonstrates due regard to the aims of the Public Sector 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.</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												

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
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	Tim Howes, Director of Corporate Governance and Monitoring Officer

**EXECUTIVE, POLICY & COMMUNITY SAFETY SCRUTINY
PANEL CHAIRMAN’S REPORT TO COUNCIL**

Council	06 September 2018
Report Author	Cllr Glenn Coleman-Cooke, Chairman of the Executive, Policy & Community Safety Scrutiny Panel
Portfolio Holder	Cllr Ashbee, Cabinet Member for Corporate Governance & Coastal Development
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 Executive Scrutiny Panel during the course of this 2018/19 municipal year 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 Executive Scrutiny Panel.
Legal	There are no legal implications directly arising from this report. A presentation of the Panel 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 Executive Scrutiny Panel.</p> <p>The debate on the Panel 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>

<p>Equality Act 2010 & Public Sector Equality Duty</p>	<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> <p>Please indicate which aim is relevant to the report.</p> <p>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</p> <p>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</p> <p>Foster good relations between people who share a protected characteristic and people who do not share it.</p> <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>
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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	✓

1.0 Introduction and Background

- 1.1 At each ordinary Full Council meeting, the Chairman of the each Overview and Scrutiny Panel presents a report on the work undertaken by the Panel since the last Council meeting.
- 1.2 Such a report would be subject to comment or debate by Members. This was in accordance with Council Procedure Rule 15.1 of Part 4 of the Council Constitution.

1.3 The report would 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 Council's scrutiny function.

1.4 This is the first such report being presented to Council under new scrutiny arrangements that have seen the establishment of the Executive, Policy & Community Safety Scrutiny Panel and Finance, Budget & Performance Scrutiny Panel.

2.0 Current Scrutiny Activities

2.1 The Executive Scrutiny Panel established its work programme at the meeting on 31 July. The Panel was responsible for scrutinising the performance of the community safety partnership as well as any proposals that were on the partnership's annual work programme. This meant that any outstanding work from former working party's activities that included receiving a report on the 'Crime Statistics in Thanet,' would now be carried out by this Panel.

2.2 Members for this Panel agreed to continue to engage Cabinet Members through Cabinet Member presentations at Panel meetings. This of course would be dependent on the availability of the portfolio holders.

2.3 The current work programme for the Panel for 2018/19 is attached as Annex 1 to the Council report. This schedule was subject to amendments during the course of the year as Members added more items for reviewing.

2.4 During the course of the year the Panel would receive reports on Annual Crime & Disorder Partnership Report for 2018/19, Crime Statistics for Thanet and Proposals for Crime & Disorder Partnership Annual Work Programme for 2019/20.

3.0 Call-in of Executive decisions

3.1 Under the new scrutiny arrangements, the Executive Scrutiny Panel is responsible for all call-ins of executive decisions. At the time of producing this report, there were no call-ins that had been made the Panel.

4.0 Panel Recommendations to Cabinet - Implementation Monitoring

4.1 There were no presentations made to cabinet that were either awaiting final decision or implementation.

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

Annex List

Annex 1	Executive, Policy & Community Safety Scrutiny Panel Work Programme 2018/19
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Ramesh Prashar, Head of Financial Services
Legal	Tim Howes, Director of Corporate Governance & Monitoring Officer

Agenda Item 11

Annex 1

Executive, Policy & Community Safety Scrutiny Panel Work Programme for 2018/19		
Meeting Date	Indicative Agenda Items	Issue Source
31 July 2018	Cabinet Member Presentation	Standing Agenda Item
	Establish the Panel Work Programme 2018/19	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
27 September 2018	Cabinet Member Presentation	Standing Agenda Item
	Review of the Panel Work Programme 2018/19	Standing Agenda Item
	Crime Statistics for Thanet	Crime & Disorder Partnership (Kent Police)
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
13 November 2018	Cabinet Member Presentation	Standing Agenda Item
	Review of the Panel Work Programme 2018/19	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
31 January 2019	Cabinet Member Presentation	Standing Agenda Item
	Review of Panel the Work Programme 2018/19	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
21 February 2019	Cabinet Member Presentation	Standing Agenda Item
	Review of the Panel Work Programme 2018/19	Standing Agenda Item

	Annual Crime & Disorder Partnership Report for 2018/19	Crime & Disorder Partnership (TDC)
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
12 March 2019	Cabinet Member Presentation	Standing Agenda Item
	Review of the Panel Work Programme 2018/19	Standing Agenda Item
	Annual proposals for Crime & Disorder Partnership Work Programme for 2019/20	Crime & Disorder Partnership (TDC)
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item

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**FINANCE, BUDGET & PERFORMANCE SCRUTINY PANEL
CHAIRMAN’S REPORT TO COUNCIL**

Council	06 September 2018
Report Author	Cllr Lynda Piper, Chairman of the Finance, Budget & Performance Scrutiny Panel
Portfolio Holder	Cllr Ashbee, Cabinet Member for Corporate Governance & Coastal Development
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 Finance Scrutiny Panel during the course of this 2018/19 municipal year 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 Finance Scrutiny Panel.
Legal	There are no legal implications directly arising from this report. A presentation of the Panel 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 Finance Scrutiny Panel.</p> <p>The debate on the Panel 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>

Equality 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> <p>Please indicate which aim is relevant to the report.</p> <p>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</p> <p>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</p> <p>Foster good relations between people who share a protected characteristic and people who do not share it.</p> <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>
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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	✓

1.0 Introduction and Background

- 1.1 At each ordinary Full Council meeting, the Chairman of the each Overview and Scrutiny Panel presents a report on the work undertaken by the Panel since the last Council meeting.
- 1.2 Such a report would be subject to comment or debate by Members. This was in accordance with Council Procedure Rule 15.1 of Part 4 of the Council Constitution.

1.3 The report would 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 Council's scrutiny function.

1.4 This is the first such report being presented to Council under new scrutiny arrangements that have seen the establishment of the Finance, Budget & Performance Scrutiny Panel and the Executive, Policy & Community Safety Scrutiny Panel.

2.0 Current Scrutiny Activities

2.1 The Finance Scrutiny Panel established its work programme at the meeting on 17 July. The main activities were established around receiving and commenting on quarterly corporate performance reports to be presented as a combined report for the Council, East Kent Services and East Kent Housing.

2.2 Members for this Panel agreed to continue to engage Cabinet Members through Cabinet Member presentations at Panel meetings. This of course would be dependent on the availability of the portfolio holders.

2.3 The current work programme for the Panel for 2018/19 is attached as Annex 1 to the Council report. This schedule was subject to amendments during the course of the year as Members added more items for reviewing.

2.4 During the course of the year the Panel would receive reports on Proposed Council Fees and Charges for 2019/20, Electoral Voter Registration - 2017/18 Canvass (ahead of next May Local Government Elections) and Budget 2019/20 & Medium Term Financial Plan 2019-23.

3.0 Cabinet Presentations at Panel Meetings

3.1 The Panel requested for a presentation on the 'financial and operational performance of the Ramsgate Port and Harbour.'

4.0 Panel Recommendations to Cabinet - Implementation Monitoring

4.1 There were no presentations made to cabinet that were either awaiting final decision or implementation.

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

Annex List

Annex 1	Finance, Budget & Performance Scrutiny Panel Work Programme 2018/19
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Ramesh Prashar, Head of Financial Services
Legal	Tim Howes, Director of Corporate Governance & Monitoring Officer

Agenda Item 12

Annex 1

Finance, Budget & Performance Scrutiny Panel Work Programme for 2018/19		
Meeting Date	Indicative Agenda Items	Issue Source
17 July 2018	Cabinet Member Presentation	Standing Agenda Item
	Establish the Panel Work Programme 2018/19	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
30 August 2018	Cabinet Member Presentation	Standing Agenda Item
	Quarterly Performance Report Q1 2018/19	Financial Services Item
	Review of the Panel Work Programme 2018/19	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
	Electoral Voter Registration - 2017/18 canvass	Democratic Services Item
23 October 2018	Cabinet Member Presentation	Standing Agenda Item
	Proposed Council Fees and Charges for 2019/20	Financial Services Item
	Review of the Panel Work Programme 2018/19	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
20 November 2018	Cabinet Member Presentation	Standing Agenda Item
	Quarterly Performance Report Q2 2018/19	Financial Services Item
	Review of Panel the Work Programme 2018/19	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
24 January 2019	Cabinet Member Presentation	Standing Agenda Item
	Budget 2019/20 & Medium Term Financial Plan 2019-23	Financial Services
	Review of the Panel Work Programme 2018/19	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item

13 February 2019	Cabinet Member Presentation	Standing Agenda Item
	Quarterly Performance Report Q3 2018/19	Financial Services Item
	Review of the Panel Work Programme 2018/19	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
17 April 2019	Cabinet Member Presentation	Standing Agenda Item
	Quarterly Performance Report Q4 2018/19	Financial Services Item
	Review of the Panel Work Programme 2018/19	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item

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ANNUAL TREASURY MANAGEMENT REVIEW 2017-18

Meeting	Council – 6 September 2018
Report Author	Tim Willis, Deputy Chief Executive and Section 151 Officer
Portfolio Holder	Cllr Ian Gregory, Cabinet Member for Financial Services and Estates
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Reasons for Key (if appropriate)	N/A
<i>Previously Considered by</i>	Governance and Audit Committee - 25 July 2018 Cabinet - 26 July 2018
Ward:	N/A

Executive Summary:

This report summarises treasury management activity and prudential/ treasury indicators for 2017-18.

Recommendation(s):

That council:

- Notes the actual 2017-18 prudential and treasury indicators in this report.
- Approves the Annual Treasury Management report for 2017-18.

CORPORATE IMPLICATIONS

Financial and Value for Money	The financial implications are highlighted in this report.
Legal	Section 151 of the 1972 Local Government Act requires a suitably qualified named officer to keep control of the council's finances. For this council, this is the Deputy Chief Executive, Tim Willis, and this report is helping to carry out that function.
Corporate	Failure to undertake this process will impact on the council's compliance with the Treasury Management Code of Practice.
Equalities Act 2010 & Public Sector Equality Duty	There are no equity and equalities implications 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.

	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.
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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	

1.0 Introduction and Background

- 1.1 This council is required by regulations issued under the Local Government Finance Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2017-18. This report meets the requirements of both the Chartered Institute of Public Finance & Accountancy (CIPFA) Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).
- 1.2 During 2017-18 the minimum reporting requirements were that the full council should receive the following reports:
- an annual treasury strategy in advance of the year (council 09-02-2017)
 - a mid-year treasury update report (council 08-02-2018)
 - an annual review following the end of the year describing the activity compared to the strategy (this report)
- 1.3 The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the council's policies previously approved by members.
- 1.4 This council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Governance and Audit Committee before they were reported to the full council. Member training on treasury management issues was last undertaken on 21-09-2015 in order to support members' scrutiny role. The council's external treasury management advisor is Link Asset Services (Link).
- 1.5 The council's 2017-18 accounts have not yet been audited and hence the figures in this report are subject to change.

2.0 Link's Review of the Economy and Interest Rates (issued by Link in April 2018)

- 2.1 During the calendar year of 2017, there was a major shift in expectations in financial markets in terms of how soon Bank Rate would start on a rising trend. After the UK economy surprised on the upside with strong growth in the second half of 2016,

growth in 2017 was disappointingly weak in the first half of the year which meant that growth was the slowest for the first half of any year since 2012. The main reason for this was the sharp increase in inflation caused by the devaluation of sterling after the EU referendum, feeding increases into the cost of imports into the economy. This caused a reduction in consumer disposable income and spending power as inflation exceeded average wage increases. Consequently, the services sector of the economy, accounting for around 75% of Gross Domestic Product (GDP), saw weak growth as consumers responded by cutting back on their expenditure. However, growth did pick up modestly in the second half of 2017. Consequently, market expectations during the autumn, rose significantly that the Monetary Policy Committee (MPC) would be heading in the direction of imminently raising Bank Rate. The minutes of the MPC meeting of 14 September indicated that the MPC was likely to raise Bank Rate very soon. The 2 November MPC quarterly Inflation Report meeting duly delivered by raising Bank Rate from 0.25% to 0.50%.

- 2.2 The 8 February MPC meeting minutes then revealed another sharp hardening in MPC warnings on a more imminent and faster pace of increases in Bank Rate than had previously been expected. Market expectations for increases in Bank Rate, therefore, shifted considerably during the second half of 2017-18 and resulted in investment rates from 3–12 months increasing sharply during the spring quarter.

- 2.3 Public Works Loan Board (PWLB) borrowing rates increased correspondingly to the above developments with the shorter term rates increasing more sharply than longer term rates. In addition, UK gilts have moved in a relatively narrow band this year, (within 25 basis points for much of the year), compared to US treasuries. During the second half of the year, there was a noticeable trend in treasury yields being on a rising trend with the Federal Reserve (Fed) raising rates by 0.25% in June, December and March, making six increases in all from the floor. The effect of these three increases was greater in shorter terms around 5 year, rather than longer term yields.

- 2.4 The major UK landmark event of the year was the inconclusive result of the general election on 8 June. However, this had relatively little impact on financial markets.

3.0 Overall Treasury Position as at 31 March 2018

3.1 At the beginning and the end of 2017-18 the council's treasury (excluding borrowing by private finance initiatives (PFI) and finance leases) position is outlined in Table 1.

Table 1 - Overall Treasury Position as at 31 March 2018

	31 March 2017 Principal	Rate/Return	Average Life	31 March 2018 Principal	Rate/Return	Average Life
	£'000		Years	£'000		Years
General Fund (GF) debt	11,629	3.14%	14.2	11,046	3.15%	13.9
Housing Revenue Account (HRA) debt	20,040	4.03%	8.9	20,040	4.03%	8.1
Total debt	31,669	3.71%	10.8	31,086	3.71%	10.2
GF CFR	26,706			23,812		

HRA CFR	20,377			20,787		
Total CFR	47,083			44,599		
Over / (under) borrowing	(15,414)			(13,513)		
Total investments	37,988	0.49%		40,882	0.36%	
Net debt / (investment)	(6,319)			(9,796)		

4.0 The Strategy for 2017-18

4.1 The expectation for interest rates within the treasury management strategy for 2017-18 was that Bank Rate would stay flat at 0.25% until quarter 2 2019 and not to rise above 0.75% by quarter 1 2020. There would also be gradual rises in medium and longer term fixed borrowing rates during 2017-18 and the two subsequent financial years. Variable, or short-term rates, were expected to be the cheaper form of borrowing over the period. Continued uncertainty in the aftermath of the 2008 financial crisis promoted a cautious approach, whereby investments would continue to be dominated by low counterparty risk considerations, resulting in relatively low returns compared to borrowing rates.

4.2 In this scenario, the treasury strategy was to postpone borrowing to avoid the cost of holding higher levels of investments and to reduce counterparty risk.

4.3 During 2017-18, longer term PWLB rates were volatile but with little overall direction, whereas shorter term PWLB rates were on a rising trend during the second half of the year.

4.4 **Change in strategy during the year** – the strategy adopted in the original Treasury Management Strategy Report for 2017-18 approved by the council on 09-02-17 was not revised during 2017-18.

5.0 The Borrowing Requirement and Debt

5.1 The council's underlying need to borrow to finance capital expenditure is termed the Capital Financing Requirement (CFR) and is shown in Table 2.

Table 2 - Council's Capital Financing Requirement

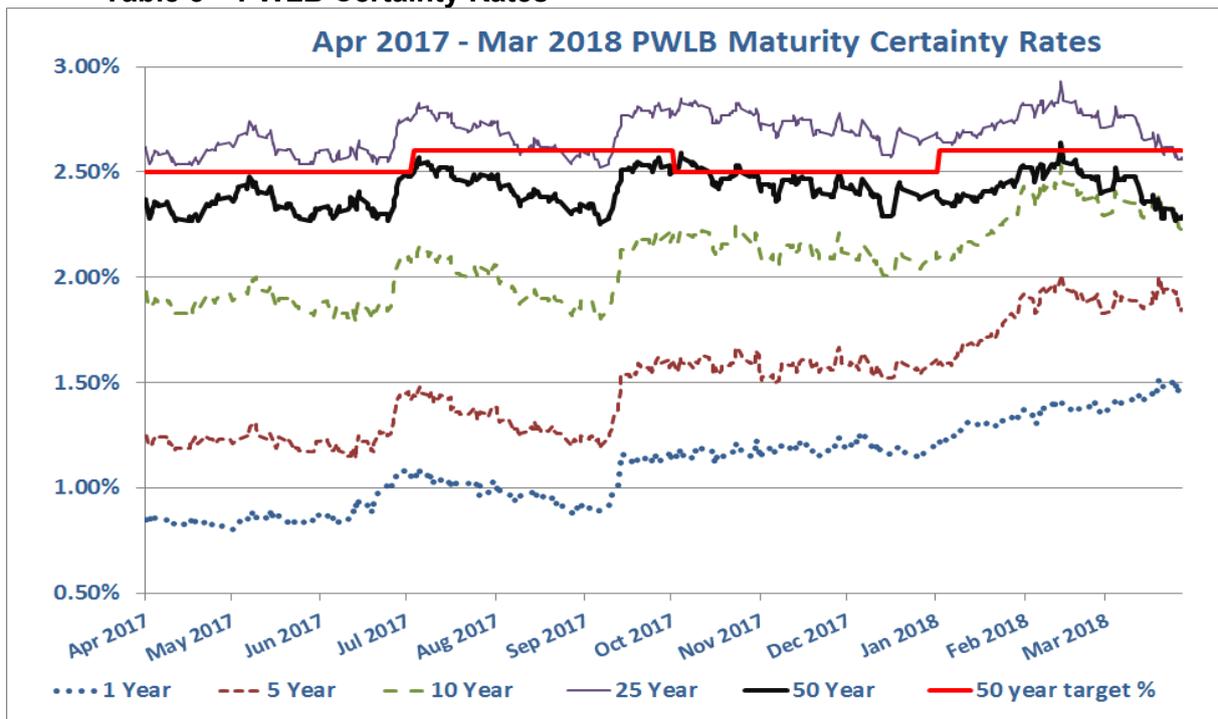
	31 March 2017 Actual £'000	31 March 2018 Budget £'000	31 March 2018 Actual £'000
CFR General Fund (GF)	26,706	30,963	23,812
CFR Housing Revenue Account (HRA)	20,377	27,283	20,787
Total CFR	47,083	58,246	44,599

The main reasons for the CFR variance are capital work which was due to be funded from prudential borrowing slipping from 2017-18 into future years, and settlement of the EKO spine road liability.

6.0 Borrowing Rates in 2017-18

6.1 **Public Works Loan Board (PWLB) certainty maturity borrowing rates** - the graph in Table 3 shows PWLB 25 and 50 year rates have been volatile during the year with little consistent trend. However, shorter rates were on a rising trend during the second half of the year and reached peaks in February / March. During the year, the 50 year PWLB target (certainty) rate for new long term borrowing was 2.50% in quarters 1 and 3 and 2.60% in quarters 2 and 4. The graph for PWLB rates shows, for a selection of maturity periods, the average borrowing rates, the high and low points in rates, spreads and individual rates at the start and the end of the financial year.

Table 3 – PWLB Certainty Rates



7.0 Borrowing Outturn for 2017-18

7.1 **Borrowing** – Table 4 outlines the General Fund loans drawn (from Salix Finance Ltd) to fund net unfinanced capital expenditure and any naturally maturing debt:

Table 4 –General Fund Loans drawn in 2017-18

Principal £000	Type	Interest Rate	Maturity	GF Average Interest Rate for 2017-18
43	Fixed interest rate - EIP	0.00%	01/04/2022	3.15%

Salix Finance Ltd provides interest-free Government funding to the public sector to improve their energy efficiency, reduce carbon emissions and lower energy bills.

This compares with a budget assumption of borrowing at an interest rate of 3% during the year.

- 7.2 **Rescheduling** – No rescheduling was done during the year as the average 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable.
- 7.3 **Repayments** – The council repaid £626k of maturing debt using investment balances. Details of these are outlined in Table 5.

Table 5 – Maturing Debt Paid in 2017-18

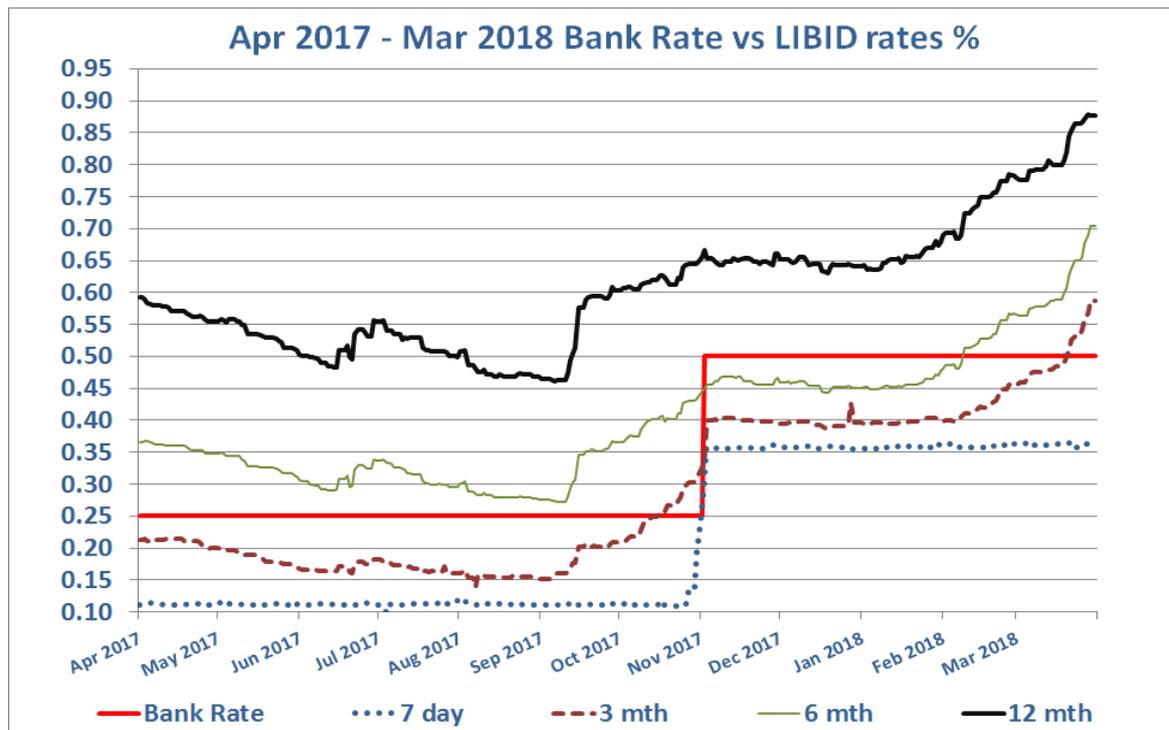
Lender	Principal £'000	Interest Rate	Repayment Date
PWLB	43	3.08%	23-04-17
PWLB	50	2.48%	27-05-17
PWLB	146	1.97%	27-05-17
PWLB	72	1.28%	20-06-17
Salix	4	0.00%	01-10-17
PWLB	43	3.08%	23-10-17
PWLB	50	2.48%	27-11-17
PWLB	146	1.97%	27-11-17
PWLB	72	1.28%	20-12-17
Total	626		

- 7.4 **Summary of debt transactions** – The average interest rate on the debt portfolio was unchanged during the year at 3.71%.

8.0 Investment Rates in 2017-18

- 8.1 Investments rates for 3 months and longer have been on a rising trend during the second half of the year in the expectation of Bank Rate increasing from its floor of 0.25%, and reached a peak at the end of March. Bank Rate was duly raised from 0.25% to 0.50% on 2.11.17 and remained at that level for the rest of the year. However, further increases are expected over the next few years. Deposit rates continued into the start of 2017-18 at previous depressed levels due, in part, to a large tranche of cheap financing being made available under the Term Funding Scheme to the banking sector by the Bank of England; this facility ended on 28.2.18.

Table 6 – Investment Rates



9.0 Investment Outturn for 2017-18

9.1 **Investment Policy** – the council’s investment policy is governed by the Ministry of Housing, Communities and Local Government (MHCLG) guidance, which has been implemented in the annual investment strategy approved by the council on 9 February 2017. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data (such as rating outlooks, credit default swaps, bank share prices etc.).

9.2 The investment activity during the year conformed to the approved strategy.

9.3 **Investments held by the council** - the council maintained an average balance of £46.86m of internally managed funds. The internally managed funds earned an average rate of return of 0.36%. The comparable performance indicator is the average 7-day London Interbank Bid Rate (LIBID) rate, which was 0.22%. This compares with a budget assumption of £25m investment balances earning an average rate of 0.13%.

9.4 **Investments held by fund managers** – the council does not use external fund managers.

10.0 Investment risk benchmarking

10.1 The following investment benchmarks were set in the council’s 2017-18 annual treasury strategy:

10.2 **Security** - The council’s maximum security risk benchmark for the current portfolio, when compared to historic default tables, is:

- 0.05% historic risk of default when compared to the whole portfolio.

10.3 **Liquidity** – in respect of this area the council seeks to maintain:

- Bank overdraft - £0.5m
- Liquid short term deposits of at least £10m available with a week’s notice.
- Weighted average life benchmark is expected to be 0.5 years, with a maximum of 1.0 year.

10.4 **Yield** - local measures of yield benchmarks are:

- Investments – internal returns above the 7 day LIBID rate

10.5 The council kept to the above benchmarks during 2017-18.

11.0 Options

11.1 The recommended option (to ensure regulatory compliance as set out in section 1 of this report) is that council:

- Notes the actual 2017-18 prudential and treasury indicators in this report.
- Approves the Annual Treasury Management report for 2017-18.

11.2 Alternatively, council may decide not to do this and provide reason(s) why.

12.0 Disclaimer

12.1 This report is a technical document focussing on public sector investments and borrowings and, as such, readers should not use the information contained within the report to inform personal investment or borrowing decisions. Neither Thanet District Council nor any of its officers or employees makes any representation or warranty, express or implied, as to the accuracy or completeness of the information contained herein (such information being subject to change without notice) and shall not be in any way responsible or liable for the contents hereof and no reliance should be placed on the accuracy, fairness or completeness of the information contained in this document. Any opinions, forecasts or estimates herein constitute a judgement and there can be no assurance that they will be consistent with future results or events. No person accepts any liability whatsoever for any loss howsoever arising from any use of this document or its contents or otherwise in connection therewith.

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Reporting to:	Madeline Homer, Chief Executive

Annex List

Annex 1	Prudential and Treasury Indicators
Annex 2	Report Guidance
Annex 3	Abbreviations and Definitions

Corporate Consultation Undertaken

Finance	Ramesh Prashar, Head of Financial Services
Legal	Tim Howes, Director of Corporate Governance & Monitoring Officer

ANNUAL TREASURY MANAGEMENT REVIEW 2017-18

Annex 1: Prudential and Treasury Indicators

1. During 2017-18, the council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are shown in Table 1.

Table 1 – Prudential and Treasury Indicators

Actual prudential and treasury indicators	2016-17 Actual £000	2017-18 Budget £000	2017-18 Actual £000
Capital expenditure			
• GF	8,087	14,768	6,234
• HRA	5,156	21,882	4,492
• Total	13,243	36,650	10,726
Capital Financing Requirement (CFR):			
• GF	26,706	30,963	23,812
• HRA	20,377	27,283	20,787
• Total	47,083	58,246	44,599
External debt	31,669	31,086	31,086
Investments			
• Longer than 1 year	0	0	0
• Under 1 year	37,988	16,000	40,882
• Total	37,988	16,000	40,882
Net borrowing / (investment)	(6,319)	15,086	(9,796)

HRA: The capital expenditure variance is due to capital work slipping from 2017-18 into future years. In particular, £9.6m of the carry-over is in respect of the New Build Programme and £4m for the Margate Housing Intervention. The largest element of the CFR variance is due to the New Build Programme slippage (the largest funding component of this project being prudential borrowing).

GF: The capital expenditure variance is due to capital work slipping from 2017-18 into future years. In particular, £3m of the carry-over is in respect of the purchase of Mill Lane car park Margate and £1.5m towards urgent refurbishment and improvements to Ramsgate Harbour (gate, bridge and piles). The largest elements of the CFR variance are due to the Mill Lane car park slippage (which is due to be funded from prudential borrowing) and settlement of the EKO spine road liability.

2. **Gross borrowing and the CFR** - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2017-18) plus the estimates of any additional capital financing requirement for the current (2018-19) and next two financial years. This essentially means that the council is not borrowing to support

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Annex 1

revenue expenditure. This indicator allows the council some flexibility to borrow in advance of its immediate capital needs in 2017-18.

3. **The authorised limit** - the authorised limit is the “affordable borrowing limit” required by s3 of the Local Government Act 2003. Once this has been set, the council does not have the power to borrow above this level. The table below demonstrates that during 2017-18 the council has maintained gross borrowing within its authorised limit.
4. **The operational boundary** – the operational boundary is the expected borrowing position of the council during the year. Periods where the actual position is either below or over the boundary is acceptable subject to the authorised limit not being breached.
5. **Actual financing costs as a proportion of net revenue stream** - this indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream.

Table 2 – Borrowing position / limit and financing costs

£000	2017-18
Authorised limit	70,000
Maximum gross borrowing position	31,712
Operational boundary	62,000
Average gross borrowing position	31,341
Financing costs as a proportion of net revenue stream - GF	6.0%
Financing costs as a proportion of net revenue stream - HRA	5.8%

Table 3 – Overall Treasury Position as at 31 March 2018

	31 March 2017 Principal	Rate/ Return	Average Life yrs	31 March 2018 Principal	Rate/ Return	Average Life yrs
Fixed rate funding:						
-PWLB	27,169	3.63%	12.5	26,547	3.71%	11.8
-Salix	0			39	0.00%	2.0
-Market	4,500	4.19%	0.5	4,500	4.19%	0.5
Variable rate funding:						
-PWLB	0			0		
-Market	0			0		
Total debt	31,669	3.71%	10.8	31,086	3.71%	10.2
CFR	47,083			44,599		
Over/ (under) borrowing	(15,414)			(13,513)		
Total investments	37,988	0.49%		40,882	0.36%	
Net debt / (investment)	(6,319)			(9,796)		

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Annex 1

6. The maturity structure of the debt portfolio was as shown in Table 4.

Table 4 – Maturity Structure of Debt Portfolio

£000	31 March 2017 actual	2017-18 upper limits	31 March 2018 actual
Under 1 year	5,123	15,543	5,131
1 year to under 2 years	623	15,543	5,432
2 years to under 5 years	10,215	15,543	5,144
5 years to under 10 years	3,249	17,097	3,006
10 years to under 20 years	6,539	15,543	6,453
20 years to under 30 years	3,000	15,543	3,000
30 years to under 40 years	1,920	15,543	1,920
40 years to under 50 years	1,000	15,543	1,000
50 years and above	0	15,543	0
Total debt	31,669		31,086

7. All investments at both the 2016-17 and 2017-18 year-ends were for under one year.
8. The exposure to fixed and variable rates was as shown in Table 5.

Table 5 – Exposure to Fixed and Variable Rates

	31 March 2017 Actual £000	2017-18 Limits £000	31 March 2018 Actual £000
Fixed rate	31,669 debt 12,811 investments	70,000 debt 45,000 investments	31,086 debt 17,811 investments
Variable rate	0 debt 25,177 investments	70,000 debt 50,000 investments	0 debt 23,071 investments

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ANNUAL TREASURY MANAGEMENT REVIEW 2017-18

Annex 2: Report Guidance

Overall Treasury Position

The Overall Treasury Position table shows the council's debt and Capital Financing Requirement (CFR) split between its General Fund (GF) and Housing Revenue Account (HRA). The HRA is a 'ring-fenced' account for local authority housing.

The CFR represents the council's aggregate borrowing need (the element of the capital programme that has not been funded). The council's debt should not normally be higher than its CFR as explained in section 2 of Annex 1.

Borrowing Repayments

PWLB is the Public Works Loan Board which is a statutory body operating within the UK Debt Management Office, an Executive Agency of HM Treasury. PWLB's function is to lend money from the National Loans Fund to local authorities, and to collect the repayments.

The council has the following types of fixed rate loan with the PWLB:

- Annuity: fixed half-yearly payments to include principal and interest.
- Equal Instalments of Principal: equal half-yearly payments of principal together with interest on the outstanding balance.
- Maturity: half-yearly payments of interest only with a single payment of principal at the end of the term.

Financing Costs as a Proportion of Net Revenue Stream

This shows (separately for HRA and GF) the percentage of the council's revenue stream that is used to finance the CFR (net interest payable and Minimum Revenue Provision (MRP)).

MRP is the annual resource contribution from revenue which must be set against the CFR so that it does not increase indefinitely.

Borrowing and Investments

Borrowing limits – there are various general controls on the council's borrowing activity (operational boundary, authorised limit, fixed and variable interest rate exposures, and maturity profiles).

General controls on the council's investment activity, to safeguard the security and liquidity of its investments, include:

- Creditworthiness of investment counterparties.
- Counterparty money limits.
- Counterparty time limits.
- Counterparty country limits.
- Limits on the Council's fixed and variable interest rate exposures.
- Minimum size of the Council's bank overdraft facility.

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ANNUAL TREASURY MANAGEMENT REVIEW 2017-18

Annex 3: Abbreviations and Definitions

- ALMO** an Arm's Length Management Organisation is a not-for-profit company that provides housing services on behalf of a local authority. Usually an ALMO is set up by the authority to manage and improve all or part of its housing stock.
- LAS** Link Asset Services, Treasury solutions – the council's treasury management advisers.
- CE** Capital Economics - is the economics consultancy that provides Link Asset Services, Treasury solutions, with independent economic forecasts, briefings and research.
- CFR** Capital Financing Requirement - the council's annual underlying borrowing need to finance capital expenditure and a measure of the council's total outstanding indebtedness.
- CIPFA** Chartered Institute of Public Finance and Accountancy – the professional accounting body that oversees and sets standards in local authority finance and treasury management.
- CPI** Consumer Price Inflation – the official measure of inflation adopted as a common standard by countries in the EU. It is a measure that examines the weighted average of prices of a basket of consumer goods and services, such as transportation, food and medical care. It is calculated by taking price changes for each item in the predetermined basket of goods and averaging them.
- ECB** European Central Bank - the central bank for the Eurozone.
- EU** European Union.
- EZ** Eurozone -those countries in the EU which use the euro as their currency.
- Fed** The Federal Reserve, often referred to simply as "the Fed," is the central bank of the United States. It was created by the Congress to provide the nation with a stable monetary and financial system.
- FOMC** The Federal Open Market Committee – this is the branch of the Federal Reserve Board which determines monetary policy in the USA by setting interest rates and determining quantitative easing policy. It is composed of 12 members--the seven members of the Board of Governors and five of the 12 Reserve Bank presidents.
- GDP** Gross Domestic Product – a measure of the growth and total size of the economy.
- G7** The group of seven countries that form an informal bloc of industrialised democracies--the United States, Canada, France, Germany, Italy, Japan, and the United Kingdom--that meets annually to discuss issues such as global economic governance, international security, and energy policy.
- Gilts** Gilts are bonds issued by the UK Government to borrow money on the financial markets. Interest paid by the Government on gilts is called a yield and is at a rate that is fixed for the duration until maturity of the gilt, (unless a gilt is index linked to inflation); yields therefore change inversely to the price of gilts i.e. a rise in the price of a gilt will mean that its yield will fall.
- HRA** Housing Revenue Account.
- IMF** International Monetary Fund - the lender of last resort for national governments which get into financial difficulties.

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Annex 3

- LIBID** The London Interbank Bid Rate is a bid rate; the rate bid by banks on deposits i.e., the rate at which a bank is willing to borrow from other banks. It is the "other end" of the LIBOR (an offered, hence "ask" rate, the rate at which a bank will lend).
- MHCLG** The Ministry of Housing, Communities and Local Government - the Government department that directs local authorities in England.
- MPC** The Monetary Policy Committee is a committee of the Bank of England, which meets for one and a half days, eight times a year, to determine monetary policy by setting the official interest rate in the United Kingdom, (the Bank of England Base Rate, commonly called Bank Rate), and by making decisions on quantitative easing.
- MRP** Minimum Revenue Provision - a statutory annual minimum revenue charge to reduce the total outstanding CFR, (the total indebtedness of a local authority).
- PFI** Private Finance Initiative – capital expenditure financed by the private sector i.e. not by direct borrowing by a local authority.
- PWLB** Public Works Loan Board – this is the part of H.M. Treasury which provides loans to local authorities to finance capital expenditure.
- QE** Quantitative Easing – is an unconventional form of monetary policy where a central bank creates new money electronically to buy financial assets, like government bonds, (but may also include corporate bonds). This process aims to stimulate economic growth through increased private sector spending in the economy and also aims to return inflation to target. These purchases increase the supply of liquidity to the economy; this policy is employed when lowering interest rates has failed to stimulate economic growth to an acceptable level and to lift inflation to target. Once QE has achieved its objectives of stimulating growth and inflation, QE will be reversed by selling the bonds the central bank had previously purchased, or by not replacing debt that it held which matures. The aim of this reversal is to ensure that inflation does not exceed its target once the economy recovers from a sustained period of depressed growth and inflation. Economic growth, and increases in inflation, may threaten to gather too much momentum if action is not taken to ‘cool’ the economy.
- RPI** The Retail Price Index is a measure of inflation that measures the change in the cost of a representative sample of retail goods and services. It was the UK standard for measurement of inflation until the UK changed to using the EU standard measure of inflation – CPI. The main difference between RPI and CPI is in the way that housing costs are treated. RPI is often higher than CPI for that reason.
- TMSS** The annual Treasury Management Strategy Statement report that all local authorities are required to submit for approval by the full council before the start of each financial year.
- VRP** A Voluntary Revenue Provision to repay debt, in the annual budget, which is additional to the annual MRP charge, (see above definition).

**CHANGES TO COMMITTEES, PANELS AND BOARDS –
2018/19**

Council	6 September 2018
Report Author	Nick Hughes, Committee Services Manager
Portfolio Holder	Cabinet Member for Corporate Governance and Coastal Development
Status	For Decision
Classification:	Unrestricted
Key Decision	No

Executive Summary:

This report outlines the changes needed to proportionality and committees as a result of the election of Councillor Wright and her joining the Conservative Group. It suggests a number of options for Council to choose from in order to restore proportionality and allows an opportunity for Group Leaders to make new and adjust existing nominations to committees.

Summary of Recommendation(s):

2.11.1 That Council agrees one of the options outlined at paragraphs 2.5 – 2.9 to achieve proportionality.

3.7.1 To note the corresponding group nominations to Committees, Panels and Boards for the remainder of 2018/19 as per paragraph 2.11.1. (The names of those Councillors so nominated will be presented at the meeting)

CORPORATE IMPLICATIONS

Financial and Value for Money	There are no direct financial implications from this report. However members allowances included in the annual budget are based on the existing structure and any increase in size or number of committees would require approval of the resulting increase in the budget.
Legal	The composition and allocation of membership of committees has been based on the relevant legislative requirements.
Corporate	There are no direct Corporate Implications
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,	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

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

- 1.1 This report outlines the changes needed to proportionality and committees as a result of the election of Cllr Linda Wright and her joining the Conservative Group.

2.0 Political Balance

- 2.1 The current political balance of the Council is shown in the table below:

Political Group	Before changes	After changes
Conservative	21	22
Independent & UKIP Group	14	14
Thanet Independent Councillors	12	12
Labour	6	6
Independent (non group)	2	2

- 2.2 The Local Government and Housing Act 1989 requires the Council to allocate seats on committees to political Groups in accordance with the size of each group on the Council as a whole and in accordance with the following principles which should be observed as far as is reasonably practicable:

- a) That not all seats on the same committee are allocated to the same political group;
- b) That the majority of the seats on a committee are allocated to a particular political group if the number of persons belonging to that group is a majority of the Council's membership;
- c) That, subject to a) and b) above, the number of seats on committees allocated to each political group bears the same proportion of the total of all the seats on committees;

d) That, subject to a), b) and c) above, the number of seats on a committee allocated to each political group bears the same proportion to the number of all seats on that committee.

2.3 For the purposes of political balance a Group is required to have at least two members and to have been formally constituted as a political group before the meeting.

2.4 Democratic Services have contacted the four group Leaders and consensus has not been achieved, therefore two options are being presented to this meeting. These are outlined at paragraphs 2.5 to 2.6. However if Members wished to propose an alternative they can do under option 3 at paragraph 2.7, however compliance with the proportionality rules would need to be verified by officers, prior to it being adopted.

2.5 Option 1

2.5.1 That a seat is added to the Finance, Budget and Performance Scrutiny Panel and that seat is given to the Conservative group. That a seat is added to the Executive, Budget and Performance Scrutiny Panel.

2.6 Option 2

2.6.1 That a seat is added to the Licensing Board and that seat is given to the Conservative group.

2.7 Option 3

2.7.1 That another solution that achieves proportionality is agreed. Note that if an alternative proposal is developed during the meeting, compliance with the proportionality rules would need to be verified by officers.

2.8 The tables below show the change to numbers serving on Committees as a result of these proposals:

Committees	Total	Conservative Group	Independent & UKIP Group	Thanet Independent Councillors	Labour Group
Option 1					
Planning Committee	15	6	4	3	2
Licensing Board	14	6	4	3	2
FB&P Scrutiny Panel	9	4	2	2	1
EP&CS Scrutiny Panel	9	4	2	2	1
Gov. and Audit	15	6	4	4	1
General Purposes	10	4	3	2	1
B&EA Working Party	8	3	2	2	1
CRWP	5	2	1	1	1
Totals	85	35	22	19	9

Committees Option 2	Total	Conservative Group	Independent & UKIP Group	Thanet Independent Councillors	Labour Group
Planning Committee	15	6	4	3	2
Licensing Board	15	7	4	3	2
FB&P Scrutiny Panel	8	3	2	2	1
EP&CS Scrutiny Panel	8	3	2	2	1
Gov. and Audit	15	6	4	4	1
General Purposes	10	4	3	2	1
B&EA Working Party	8	3	2	2	1
CRWP	5	2	1	1	1
Totals	84	34	22	19	9

2.9 The overall political balance calculations for the proposals shown above are available at Annexes 1 and 2.

2.10 Recommendation

2.10.1 That Council agrees one of the options outlined at paragraphs 2.5 – 2.7 to achieve proportionality.

3.0 Nominations of Members to serve on Committees

3.1 Members are reminded that Section 16 of the Local Government and Housing Act 1989 states that where the Council has determined the allocation to different groups of the seats to which the Act applies, it shall be the duty of the authority to give effect to a Group's wishes about who is to be appointed to the seats that they have been allocated.

3.2 Therefore the corresponding amendments to group nominations as outlined below must also be made.

3.3 Option 1

3.3.1 That a seat is added to the Finance, Budget and Performance Scrutiny Panel and that seat is given to the Conservative Group and so they will need to make a new nomination to the Panel. That a seat is added to the Executive, Policy and Community Safety Scrutiny Panel and that seat is given to the Conservative Group and so they will need to make a new nomination to the Panel. In addition Cllr Ashbee was a member of the Executive, Policy and Community Safety Scrutiny Panel as she has now become a Cabinet Member she can no longer remain as a member of the Panel, therefore a new nomination from the Conservative Group is needed.

This is summarised in the table below:

Committee/Group	Current Position	New Position
F,B & P Scrutiny Panel		
Conservative Group	3 seats	4 seats (new nominee needed)
E,P & CS Scrutiny Panel		
Conservative Group	3 seats	4 seats (new nominee needed)
Conservative Group	Cllr Ashbee	New nominee needed

3.4 Option 2

- 3.4.1 That a seat is added to the Licensing Board and that seat is given to the Conservative Group and so they will need to make a new nomination to the Board. In addition Cllr Ashbee was a member of the Executive, Policy and Community Safety Scrutiny Panel as she has now become a Cabinet Member she can no longer remain as a member of the Panel, therefore a new nomination from the Conservative Group is needed.

This is summarised in the table below:

Committee/Group	Current Position	New Position
Licensing Board		
Conservative Group	6 seats	7 seats (new nominee needed)
Conservative Group	Cllr Ashbee	New nominee needed

3.5 Option 3

- 3.5.1 If Council agrees its own solution to agree political proportionality then Council must note the relevant changes to group nominations to Committees, Panels and Boards that correspond with those changes

3.6 Recommendation

- 3.6.1 To note the corresponding group nominations to Committees, Panels and Boards for the remainder of 2018/19 as per paragraph 2.10.1. (The names of those Councillors so nominated will be presented at the meeting)

4.0 Chairmen and Vice-Chairmen

- 4.1 Cllr Ashbee was the Vice-Chairman of the Executive, Policy and Community Safety Scrutiny Panel, as she is now no longer a member of that Panel as a result of her becoming a Cabinet Member a new Vice-Chairman must be elected.
- 4.2 If there are any other changes to group nominations that would mean subsequent changes to Chairmanships or Vice-Chairmanships, then the Council would need to make new nominations to those positions.

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

Annex List

Annex 1	Proportionality calculations for main committees covered by Local Government & Housing Act 1989 Option 1
Annex 2	Proportionality calculations for main committees covered by Local Government & Housing Act 1989 Option 2

Background Papers

Title	Details of where to access copy
None	

Corporate Consultation

Finance	Ramesh Prashar, Head of Financial Services
Legal	Tim Howes, Director of Corporate Governance and Monitoring Officer

Option 1	Members	Conservative	Independent and UKIP	Thanet Independent Councillors	Labour	Non-Groups
Overall Council	56	22	14	12	6	2
Groups only	56	22	14	14	6	0
	Members	Conservative	Independent and UKIP	Thanet Independent Councillors	Labour	Non-Groups
Planning Committee	15	6	4	3	2	
	100.00%	40.00%	26.67%	20.00%	13.33%	
Licensing Board	14	6	4	3	1	
	100.00%	42.86%	28.57%	21.43%	7.14%	
Finance, Budget & Performance Scrutiny Panel	9	4	2	2	1	
	100.00%	44.44%	22.22%	22.22%	12.50%	
Executive, Policy & Community Safety Scrutiny Panel	9	4	2	2	1	
	100.00%	37.50%	25.00%	25.00%	12.50%	
Governance & Audit	15	6	4	4	1	
	100.00%	40.00%	26.67%	26.67%	6.67%	
General Purposes	10	4	3	2	1	
	100.00%	40.00%	30.00%	20.00%	10.00%	
BEAWP	8	3	2	2	1	
	100.00%	37.50%	25.00%	25.00%	12.50%	
CRWP	5	2	1	1	1	
	100.00%	40.00%	20.00%	20.00%	20.00%	
Totals allocated	85	34	22	19	9	
	100.00%	41.18%	25.88%	22.35%	10.59%	
Totals entitlement	85	34.63	22.04	18.89	9.44	
Difference from entitlement no.		0.37	-0.04	0.11	-0.44	
Difference from entitlement %		0.4357	-0.0436	0.1307	-0.5229	

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Option 2	Members	Conservative	Independent and UKIP	Thanet Independent Councillors	Labour	Non-Groups
Overall Council	56	22	14	12	6	2
Groups only	56	22	14	14	6	0
	Members	Conservative	Independent and UKIP	Thanet Independent Councillors	Labour	Non-Groups
Planning Committee	15	6	4	3	2	
	100.00%	40.00%	26.67%	20.00%	13.33%	
Licensing Board	15	7	4	3	1	
	100.00%	46.67%	26.67%	20.00%	6.67%	
Finance, Budget & Performance Scrutiny Panel	8	3	2	2	1	
	100.00%	37.50%	25.00%	25.00%	12.50%	
Executive, Policy & Community Safety Scrutiny Panel	8	3	2	2	1	
	100.00%	37.50%	25.00%	25.00%	12.50%	
Governance & Audit	15	6	4	4	1	
	100.00%	40.00%	26.67%	26.67%	6.67%	
General Purposes	10	4	3	2	1	
	100.00%	40.00%	30.00%	20.00%	10.00%	
BEAWP	8	3	2	2	1	
	100.00%	37.50%	25.00%	25.00%	12.50%	
CRWP	5	2	1	1	1	
	100.00%	40.00%	20.00%	20.00%	20.00%	
Totals allocated	84	34	22	19	9	
	100.00%	40.48%	26.19%	22.62%	10.71%	
Totals entitlement	84	34.22	21.78	18.67	9.33	
Difference from entitlement no.		-0.22	0.22	0.33	-0.33	
Difference from entitlement %		-0.2646	0.2646	0.3968	-0.3968	

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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.