

MEETING OF THE COUNCIL



Thursday, 22nd February, 2024

7.00 pm

**Council Chamber
Thanet District Council
Margate**

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



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Date: 12 February 2024
Ask For: Gabriella Stewart
Direct Dial: (01843) 577207
Email: gabriella.stewart@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, 22 February 2024 at 7.00 pm for the purpose of transacting the business mentioned below.

A handwritten signature in black ink, appearing to read "I. M. Grant".

Head of Legal and Democracy & Monitoring Officer

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 Chair 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 THE PREVIOUS MEETING**

To approve the Minutes of the meeting of Council held on 8 February 2024, copy attached.

3. **ANNOUNCEMENTS**

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

4. **DECLARATIONS OF INTEREST** (Pages 5 - 6)

To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest advice attached to this Agenda. If a Member declares an interest, they should complete the [Declaration of Interest Form](#)

5. **PETITIONS**

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

<u>Item No</u>	<u>Subject</u>
6.	<u>QUESTIONS FROM THE PRESS AND PUBLIC</u> (Pages 7 - 10) To receive questions received from the press or public in accordance with Council Procedure Rule 13.
7.	<u>QUESTIONS FROM MEMBERS OF THE COUNCIL</u> (Pages 11 - 14) To receive questions from Members of the Council in accordance with Council Procedure Rule 14.
8.	<u>NOTICE OF MOTION</u> To receive any Notices of Motion from Members of Council in accordance with the Council Procedure Rule 3.
8a	<u>ABUSE OF COUNCILLORS AND OFFICERS MOTION</u> (Pages 15 - 18)
8b	<u>FAIR TAX DECLARATION MOTION</u> (Pages 19 - 22)
8c	<u>CEASEFIRE MOTION</u>
9.	<u>LEADERS REPORT</u> (Pages 23 - 26) To receive a report from the Leader of the Council in accordance with Council Procedure Rule 2.4.
10.	<u>REPORT OF THE CHAIR OF THE OVERVIEW AND SCRUTINY PANEL</u> (Pages 27 - 40)
11.	<u>TREASURY MANAGEMENT STRATEGY & ANNUAL INVESTMENT STRATEGY 2024/25</u> (Pages 41 - 88)
12.	<u>2024-28 MEDIUM TERM FINANCIAL STRATEGY</u>
13.	<u>COUNCIL TAX RESOLUTION REPORT</u> Report to follow.
14.	<u>MEMBERS ALLOWANCES SCHEME 2024/25</u> (Pages 89 - 102)
15.	<u>COMMITTEES, PANELS AND BOARDS</u>
16.	<u>REPRESENTATION ON RAMSGATE CHARITIES</u>
17.	<u>CALENDAR OF MEETINGS</u> (Pages 103 - 114)

Item
No

Subject



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.

If you need to declare an interest then please complete the declaration of [interest form](#).

QUESTIONS FROM THE PRESS AND PUBLIC

Council	22 February 2024
Report Author	Committee Services Manager
Portfolio Holder	Leader of the Council
Classification:	Unrestricted
Key Decision	No

Executive Summary:

The Leader and Cabinet Members will receive questions from the press and public in accordance with Council Procedure Rule 13.

Recommendation(s):

This report is for information.

Corporate Implications

Financial and Value for Money

There are no identified financial implications from this report.

Legal

There are no legal implications directly from this report.

Corporate

Council Procedure Rule 13 affords members of the public the opportunity to ask questions of Members of the Cabinet at ordinary meetings of the Council.

Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no specific equality issues arising from this report.

Corporate Priorities

This report relates to the following corporate priorities: -

- *To keep our district safe and clean*
- *To deliver the housing we need*
- *To protect our environment*
- *To create a thriving place*
- *To work efficiently for you*

1.0 Introduction and Background

- 1.1 Council Procedure Rule 13 enables members of the public may ask questions of members of the Cabinet at ordinary meetings of the Council.
- 1.2 Any questions received in accordance with the Council's constitution will be available to view on the Council website:
<https://www.thanet.gov.uk/info-pages/speaking-at-council-meetings/>
- 1.3 Under Council Procedure Rule 13.6, the Chair will invite the questioner to put their question to the Member named in the notice. If the questioner is not present, the question shall not be put and shall be answered in writing.
- 1.4 Under Council Procedure Rule 13.7, if the Member to whom the question is directed is present they will provide an oral answer. If that Member is not present, the question will be answered by the Leader or another Member nominated by the Leader for the purpose unless it is inappropriate for the Leader to give an oral answer or to nominate another Member to give an oral answer, in which case the question will be dealt with by a written answer.
- 1.5 The total time devoted to questions from the press and public shall not exceed 30 minutes. Any question which cannot be dealt with during that time will be replied to in writing.

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

Annex List

There are no Annexes with this report.

Background Papers

There are no Background Papers with this report.

Corporate Consultation

Agenda Item 6

Finance: Chris Blundell, Acting Deputy Chief Executive & S151 Officer

Legal: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

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QUESTIONS FROM THE MEMBERS OF THE COUNCIL

Council	22 February 2024
Report Author	Committee Services Manager
Portfolio Holder	Leader of the Council
Classification:	Unrestricted
Key Decision	No

Executive Summary:

The Leader, Cabinet Members and Chair of any Committee or Sub-Committee will receive questions from Members of the Council in accordance with Council Procedure Rule 14.

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.

Risk Management

There are risks arising directly from this report. It is however important for the Council to adhere to the constitutional provisions when processing Member questions to Council in order to maintain credibility of the process.

Corporate

Council Procedure Rule 14.3 affords Members of the Council the opportunity to ask questions of Members of the Cabinet at ordinary meetings of the Council.

Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no specific equality issues arising from this report.

Corporate Priorities

This report relates to the following corporate priorities: -

- *To keep our district safe and clean*
- *To deliver the housing we need*
- *To protect our environment*
- *To create a thriving place*
- *To work efficiently for you*

1.0 Introduction and Background

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

- a Member of the Cabinet; or
- the Chair 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.

1.2 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.

1.3 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.

1.4 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)

1.5 The total time devoted to questions from Members of the Council shall not exceed 30 minutes. Any question which cannot be dealt with during that time will be replied to in writing.

- 1.6 The questions received in accordance with the Council's constitution will be available to view on the Council's website:

<https://www.thanet.gov.uk/info-pages/speaking-at-council-meetings/>

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

Annex List

There are no Annexes with this report.

Background Papers

There are no Background Papers with this report.

Corporate Consultation

Finance: Chris Blundell, Director of Corporate Resources & S151 Officer

Legal: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

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NOTICE OF MOTION REGARDING ABUSE OF COUNCILLORS AND OFFICERS

Council:	22 February 2024
Report Author	Nick Hughes, Committee Services Manager
Portfolio Holder	Councillor Everitt, Leader of the Council and Cabinet Member for Strategy and Transformation
Status	For Decision
Classification:	Unrestricted
Ward:	All Wards

Executive Summary:

This Council will consider a notice of motion requesting that the Council challenges the normalisation of abuse against Councillors and Officers and uphold exemplary standards of public life and political debate.

Recommendation(s):

With reference to the options in section 2.0 of the report, Council is invited to consider the motion.

Corporate Implications:

Financial and Value for Money

There are no financial implications arising directly from this report.

Legal

Council Procedure Rule 3.7 states that: “the Member whose name appears first on the notice will move the motion during his or her speech and call for a seconder. If seconded, a Member from the controlling political group will be entitled to a reply, after which the motion shall stand referred without further discussion to the Cabinet or appropriate committee for determination or report unless the Council decides to debate the motion in accordance with Rule 16” (*rules of debate*)

Corporate

Council Procedure Rule 3 provides the opportunity for Councillors to give advance notice of

motions to be put to Council.

Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no specific equality issues arising from this report.

CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- To keep our district safe and clean
- To deliver the housing we need
- To protect our environment
- To create a thriving place
- To work efficiently for you

1.0 Introduction and Background

1.1 The following motion has been received from Councillor Whitehead in accordance with Council Procedure Rule No. 3:

"The intimidation and abuse of Councillors and Officers, in person or otherwise, undermines democracy, preventing elected members from representing the communities they serve, deterring individuals from standing for elections, and undermines public life, democratic processes and working representation.

This Council notes that increasing levels of toxicity in public and political discourse is having a detrimental impact on local democracy and that prevention, support and responses to abuse and intimidation of local politicians and Officers must improve to ensure Councillors and employees feel safe and able to continue representing their residents.

We therefore commit to challenge the normalisation of abuse against Councillors and Officers and uphold exemplary standards of public life and political debate in all we do. The Local Government Association's Debate Not Hate campaign aims to raise public awareness of the role of Councillors in local communities, encourage healthy

debate and improve the response to and support those in public life facing abuse and intimidation.

To tackle these issues effectively, we agree:

- 1. That the Council signs up to the Local Government Association's Debate Not Hate campaign.*
- 2. That the Leader of the Council writes to the local Members of Parliament to ask them to support the Debate Not Hate campaign;*
- 3. That the Leader of the Council writes to the Government to ask them to work with the Local Government Association to develop and implement a plan to address abuse and intimidation of politicians;*
- 4. That we collectively and individually support Councillors and Officers facing harassment and abuse, and model positive behaviour and positive politics in our political lives;*
- 5. That we make support and relevant training available to Councillors in relation to abuse and intimidation and that Councillor safety related to this is explicitly included as part of our Member Induction Programme."*

2.0 Options

- 2.1 To debate the motion,
- 2.2 Not to debate the motion, in which case the motion will fall

3.0 Decision Making Process

- 3.1 If the motion is debated, at the end of the debate a vote will be taken to agree the motion or not. As only Council can agree to this motion, if the motion falls then it will not be referred to any other committee.

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

Annex List

There are no annexes with this report.

Background Papers

There are no background papers with this report.

Corporate Consultation

Finance: Chris Blundell (Director of Corporate Services)

Legal: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

NOTICE OF MOTION REGARDING FAIR TAX DECLARATION

Council:	22 February 2024
Report Author	Nick Hughes, Committee Services Manager
Portfolio Holder	Councillor Yates, Cabinet Member for Corporate Services
Status	For Decision
Classification:	Unrestricted
Ward:	All Wards

Executive Summary:

This Council is being asked to consider a notice of motion requesting that the Council resolves to approve the Fair Tax Declaration. This would include the Council leading by example and demonstrating good practice in their tax conduct.

Recommendation(s):

With reference to the options in section 2.0 of the report, Council is invited to consider the motion.

Corporate Implications:

Financial and Value for Money

There are no financial implications arising directly from this report. Subject to Councillors agreeing to defer the motion, the full financial implications will be set out in a report to the next meeting of Full Council.

Legal

Council Procedure Rule 3.7 states that: "the Member whose name appears first on the notice will move the motion during his or her speech and call for a seconder. If seconded, a Member from the controlling political group will be entitled to a reply, after which the motion shall stand referred without further discussion to the Cabinet or appropriate committee for determination or report unless the Council decides to debate the motion in accordance with Rule 16" (*rules of debate*)

Risk

Corporate

Council Procedure Rule 3 provides the opportunity for Councillors to give advance notice of motions to be put to Council.

Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no specific equality issues arising from this report.

CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- *To keep our district safe and clean*
- *To deliver the housing we need*
- *To protect our environment*
- *To create a thriving place*
- *To work efficiently for you*

1.0 Introduction and Background

1.1 The following motion has been received from Councillor Austin in accordance with Council Procedure Rule No. 3:

“The Green Group is proposing this motion to highlight the positive role that tax plays in our society. Tax should not be seen as a burden, as it is characterised by some politicians and certain media. If we all pay our fair share, it is a means of funding essential public services and ensuring all our communities are properly supported.

As a responsible public body, we want to lead by example, to stand up for better standards and campaign to change public procurement rules. Between 2014 and 2019, 17.5% of public procurement contracts were won by businesses with a connection to a tax haven. We find this unacceptable - and so do the majority of the public. Polls show over 60% of people believe public bodies should be able to

consider company ethics and responsible tax conduct when awarding contracts to suppliers - but at present we are not permitted to do so.

We are therefore asking Council to support the following motion:

This Council resolves to:

Approve the Councils for Fair Tax Declaration.

Lead by example and demonstrate good practice in our tax conduct, right across our activities.

Ensure IR35 is implemented robustly and contract workers pay a fair share of employment taxes.

Not use offshore vehicles for the purchase of land and property, especially where this leads to reduced payments of stamp duty.

Undertake due diligence to ensure that not-for-profit structures are not being used inappropriately by suppliers as an artificial device to reduce the payment of tax and business rates.

Demand clarity on the ultimate beneficial ownership of suppliers UK and overseas and their consolidated profit & loss position, given lack of clarity could be strong indicators of poor financial probity and weak financial standing.

Promote Fair Tax Mark certification especially for any business in which we have a significant stake and where corporation tax is due.

Support Fair Tax Week events in the area, and celebrate the tax contribution made by responsible businesses are proud to promote responsible tax conduct and pay their fair share of corporation tax.

Support calls for urgent reform of UK procurement law to enable local authorities to better penalise poor tax conduct and reward good tax conduct through their procurement policies.”

2.0 Options

- 2.1 To debate the motion - please refer to paragraph 3.0
- 2.2 Not to debate the motion, in which case the motion will fall.

3.0 Decision Making Process

- 3.1 As only Full Council can agree to this motion, if the motion falls then it will not be referred to any other committee.
- 3.2 If Members vote to debate the motion, then Members should consider paragraph 3.8 (viii) of the Council Procedure Rules. It states 'The Council should not debate any motion which would give rise to a significant change to income of the Council, to its expenditure or contract terms, unless it has received a report from the Chief Finance Officer or the Monitoring Officer as appropriate setting out the legal or financial effect of the motion.'
- 3.3 As such, Council should defer the item to the next regular Full Council meeting where it can receive a full report on the financial and legal impact of the proposed motion. This will allow for a full and informed debate on the motion. At the end of that debate Full Council can then choose to adopt the motion or not.

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

Annex List

There are no annexes with this report.

Background Papers

There are no background papers with this report.

Corporate Consultation

Finance: Chris Blundell (Director of Corporate Services - Section 151)

Legal: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

LEADER'S REPORT TO COUNCIL

Council	22 February 2024
Report Author	Committee Services Manager
Portfolio Holder	Leader of the Council
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 identified financial implications from this report.

Legal

There are no legal implications directly from this report.

Corporate

The Leaders report helps to contribute to the promoting open communications corporate value.

Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

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.

CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- *To keep our district safe and clean*
- *To deliver the housing we need*
- *To protect our environment*
- *To create a thriving place*
- *To work efficiently for you*

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/her 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: Nick Hughes, Committee Services Manager

Reporting to: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

Annex List

There are no Annexes with this report.

Background Papers

There are no Background Papers with this report.

Corporate Consultation

Finance: Matthew Sanham Head of Finance and Procurement

Legal: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

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Overview & Scrutiny Panel Chair's Report to Council

Council	22 February 2024
Report Author	Committee Service Manager
Status	For Information
Classification:	Unrestricted
Key Decision	No
Ward:	Thanet Wide

Executive Summary:

This report summarises activities of the Overview & Scrutiny Panel for 2023/24 and asks the Members to comment, make suggestions and note the OSP work programme.

Recommendation(s):

Members are being asked to comment on and note the report.

Corporate Implications

Financial and Value for Money

There are no financial implications arising directly from this report but elements of the suggested work programme may have financial and resource implications which would need to be managed within existing resources, or alternatively compensating savings found.

Legal

The role of scrutiny is set out in section 9F of the Local Government Act 2000. The Council must also have regard to the statutory guidance on Overview and Scrutiny from the ministry of Housing, Communities and Local Government when exercising its functions.

Risk Management

There are risks arising directly from this report.

Corporate

The work programme should help to deliver effective policy decision making by scrutinising executive decisions before, and at times after, implementation.

The working parties assist with the work of scrutiny as they would carry-out an in-depth study of any issue referred to the groups under their terms of reference. An active Scrutiny programme is part of good governance.

Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty: -

1. To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.
2. To advance equality of opportunity between people who share a protected characteristic and people who do not share it
3. To foster good relations between people who share a protected characteristic and people who do not share it.

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.

It was important to be aware of the Council's responsibility under the Public Sector Equality Duty (PSED) and show evidence that due consideration has been given to the equalities impact that may be brought upon communities by the decisions made by Council.

CORPORATE PRIORITIES

This report relates to the following priorities:

- To keep our district safe and clean;
- To deliver the housing we need;
- To protect our environment;
- To create a thriving place;
- To work efficiently for you.

1.0 Introduction and Background

- 1.1 At each ordinary Council meeting, the Chairman of the Overview and Scrutiny Panel presents a progress update report on the activities of the Panel since the last Council meeting. This is in accordance with Council Procedure Rule 15.1 of Part 4 of the Council Constitution. The report is subject to comment or debate by members.

- 1.2 This is an update to Full Council on the work of the Panel since the last Council meeting and allows for discussion of the Panel's planned activities, which hopefully strengthens the Council's scrutiny function.
- 1.3 This report follows on from the update report that was presented at Council on 7 December 2023.
- 1.4 The current statutory guidance for the scrutiny function says, effective overview and scrutiny should:
- Provide constructive 'critical friend' challenge;
 - Amplify the voices and concerns of the public;
 - Be led by independent people who take responsibility for their role; and
 - Drive improvement in public services
- 1.5 With this in mind, Members may wish to comment on and offer suggestions regarding the Panel's work programme for the year.

2.0 THE WORK PROGRAMME

Scrutiny Review Topics

- 2.1 At the Panel meeting on 30 May 2023, Members put forward a number of topics and these were finalised at the July meeting. The matrix for scoring and prioritising review topics is attached as Annex 2 to the report. If the list is not progressed to completion during the current year, any remaining topics would then be carried over into the following municipal year.
- 2.2 The Panel agreed to investigate the following topics:
1. Impact of tourism
 2. Fly tipping and abandoned vehicles;
 3. Grant funding review.
- 2.3 The Tourism Working party was currently finalising its report before presenting it to the Panel in the first quarter of this year.
- 2.4 Annex 1 is the work programme and Annex 2 is the scoring matrix table. Annex 3 is the table that reflects the distribution of the OSP work programme.

Cabinet Presentations at OSP Meetings

- 2.5 Members requested a cabinet member presentation on the Parking Strategy. The presentation was made by the Cabinet Member for Neighbourhoods at the Panel meeting on 16 January 2024. An engaging discussion took place and the detail for that can be found in this link [OSP Minutes 2024.01.16](#)
- 2.6 Annex 1 is a current work programme and Annex 2 details the scrutiny review topics that are being actioned or are awaiting actioning. Annex 3 shows the distribution mix of the Panel's work programme which highlights pre decision and post decision

scrutiny work as well as cabinet member presentations and the work programming activities.

Key Decisions

2.7 There was now an arrangement between Cabinet and the Overview & Scrutiny panel that all key decisions need to be reviewed by the Panel before Cabinet approved such decision decisions. This would increase the role that non cabinet members play in shaping future key decisions and strategic decisions that are being made by the Council.

2.8 The following key decision items have been planned for review the Panel:

- Purchase of 2 by 7.5 tonnes road sweepers for TDC Cleansing - 15 February 2024 meeting;
- Changes to the statutory Instrument governing the level of fines for fly tipping, Breach of Duty of care - 15 February 2024 meeting;
- Department for Levelling Up, Housing and Communities externally funded project - approval for the grant and lease arrangements for the Margate Digital project- 15 February 2024 meeting;
- Spend of £261,032.00 to purchase fleet camera and tracker systems - 12 March 2024 meeting.

3.0 Options

3.1 Members are being asked to comment on and note the report.

3.2 Members may opt to make suggestions for the Panel to consider.

Contact Officer: Charles Hungwe, Deputy Committee Services Manager

Reporting to: Nick Hughes, Committee Services Manager and Deputy Monitoring Officer

Annex List

Annex 1: OSP Work Programme for 2023/24

Annex 2: Scrutiny Scoring Matrix Table for 2023/24

Annex 3 : OSP Pre and Post Decision Scrutiny for 2023/24

Background Papers

None

Corporate Consultation

Finance: Chris Blundell, Director of Corporate Services and S151 Officer

Legal: Ingrid Brown, Head of Legal and Democracy & Monitoring Officer

Overview & Scrutiny Panel Work Programme for 2023/24		
Meeting Date	Indicative Agenda Items	Issue Source
15 February 2024	Cabinet Member Presentation	Panel Requested Item
	Changes to the statutory Instrument governing the level of fines for fly tipping, Breach of Duty of care	Neighbourhoods Item
	Purchase of 2 by 7.5 tonnes road sweepers for TDC Cleansing - 15 February 2024 meeting;	Cleansing Services Item
	Review of OSP Work Programme for 2023/24	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
12 March 2024	Cabinet Member Presentation	Panel Requested Item
	Spend of £261,032.00 to purchase fleet camera and tracker systems	Cleansing Services Item
	Review of OSP Work Programme for 2023/24	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
18 April 2024	Cabinet Member Presentation	Panel Requested Item
	Budget Monitoring 2023/24: Report No.3	Finance Standing Item
	Review of OSP Work Programme for 2023/24	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
28 May 2024	Cabinet Member Presentation	Panel Requested Item
	Review of OSP Work Programme for 2023/24	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item

Agenda Item 10

Annex 1

Table as February 2024

Title Of the Scrutiny Review	Review Type	Date added to the scoring table	Membership	Is the topic related to a priority or value within the Council's Corporate Plan?	Is the topic of high public concern?	Is the topic currently under performing as per the Council's quarterly performance monitoring?	Will the topic result in recommendations that save that Council money or generate income?	Time on the list?	Implications for officer resource allocation	Total	Rank	Completion Status
<p>topic: Planning Enforcement Review</p> <p>Question: a review into Planning enforcement procedures, protocols, and responsibilities. This is an area of great concern to both members of the public and other bodies, such as Parish councils. "Maintaining strong enforcement action..." is listed as a priority in the current Corporate Plan.</p>	B	23/6/23	TBC	20	10	0	0	0	10 - 1- 3 Months review	40	T-4th	
<p>topic: Fly tipping and abandoned vehicles</p> <p>Question: Fly tipping and rubbish is becoming worse across the district. It is costing the council more money to tackle the issues and with the risk of closure of the KCC waste and recycling centres. We need to ensure there is enough support to ensure officers have the resources, processes and equipment to ensure effective and efficient delivery.</p>	B	23/6/23	TBC	20	10	0	10	0	10 - 1- 3 Months review	50	T-2nd	
<p>topic: Review of Protocols and Procedures for Emergency Decisions</p> <p>Questions: I write to request a review of the protocols and procedures regarding the making of Emergency decisions, particularly regarding Berths 4 & 5 at the port of Ramsgate, along with previous decisions regarding Berths 2 & 3. To "Continue to look for a viable future for the Port of Ramsgate and the Royal Harbour for the benefit of the town and the wider district" is a stated priority in the current Corporate statement.</p>	A	23/6/23	TBC	0	10	0	0	0	20 - up to 1 month	30	7th	
<p>topic: Health and Wellbeing</p> <p>Question: What ways we might work more effectively with partners to boost health & well-being in Thanet.</p>	B	23/6/23	TBC	20	0	0	10	0	10 - 1- 3 Months review	40	T-4th	
<p>topic: Impact of tourism</p>	A	23/6/23	TBC	10	10	0	20	0	20 - A one day	60	1st	The Tourism Review Working Party met on

Question: Negative impacts of tourism & how we might mitigate them									scrutiny review			24 Aug and agreed a work programme. They met on 12 Sept. They collected evidence from the Head of Cleansing & Coastal Services. The sub group met again on 26 October and gathered additional evidence from Penny Button. A final meeting was held on 30 November and Members were now drafting the report for submitting to the Panel on 15 February 2024.
topic: Grant funding review Question: I'd like a review to see firstly what we might have missed out on and then how we can be in best position going forward to apply for grants as and when then are available	B	23/6/23	TBC	10	10	0	20	0	10 - 1- 3 Months review	50	T-2nd	
topic: Cost of Living Question: how we can work with partners to help residents avoid debt/ tackle it when it arises.	B	23/6/23	TBC	10	20	0	0	0	10 - 1- 3 Months review	40	T-4th	

A:1 Day – 4 weeks Review: **limited officer resource allocations required** for a successful review

B:More than 4 weeks and up to 3 months – **significant officer resource allocations required** for a successful review

C:More than 3 months: **very significant officer resource allocation required** for a successful review

Request for Officer Reports

- **Review of Section 106 Management:** how S.106 contributions are allocated, and what procedures are in place to ensure effective delivery
- **Broken Waste Bin Review:** To review the large number of broken waste bins (mainly missing lids) in Thanet. Waste collection is a statutory service however the number of broken bins leads to added rubbish and litter in all wards particularly those with densely populated areas which adversely affects the quality of residents lives and their health. The open bins attract vermin as well as foxes and seagulls who rip open the bags which should be contained in a fully functional bin with a lid. I request that these broken bins are repaired/or replaced by the council free of charge to residents.
- **Update on externally funded regeneration projects:** Regular 2-monthly updates on all externally funded regeneration projects - To include eg business plan, project management framework, progress against workplan, spend against projections, issues arising, risk analysis etc: appropriate focus for each meeting/ project to be agreed with Cabinet member & Regeneration team by the OSP Chair.
- **Review of governance and performance of on-street parking income:** investigate the governance arrangements, the resources employed in policing on street parking and in collecting and managing the fund and what overhead this represents.

OSP Pre and Post Decision Reviews for 2023/24

Date of scrutiny meeting	Item	Pre-decision	Post Decision	Cabinet Presentation	Work Planning
30/05/23	Establish the Overview & Scrutiny Panel Work Programme for 2023-24				<input checked="" type="checkbox"/>
30/05/23	Building Safety Act 2022	<input checked="" type="checkbox"/>			
30/05/23	Q3 and Q4 2022/23 Tenant and Leaseholder Performance Report		<input checked="" type="checkbox"/>		
30/05/23	Q3 and Q4 Corporate Performance Report		<input checked="" type="checkbox"/>		
20/07/23	Cabinet Member Presentation - Leader's Presentation on the Vision for TDC			<input checked="" type="checkbox"/>	
20/07/23	Purchase of Dwellings for the Local Authority Housing Fund	<input checked="" type="checkbox"/>			
20/07/23	Purchase of Section 106 Affordable Housing Units	<input checked="" type="checkbox"/>			
20/07/23	Levelling Up Fund and Margate Town Deal Projects Update		<input checked="" type="checkbox"/>		
20/07/23	Review OSP Work Programme 2022/23				<input checked="" type="checkbox"/>
20/07/23	Forward Plan				<input checked="" type="checkbox"/>

19/09/23	Broadstairs Flood and Coast Protection scheme	<input checked="" type="checkbox"/>			
19/09/23	Viking Bay to Dumpton Gap Sea Wall Repairs Scheme	<input checked="" type="checkbox"/>			
19/09/23	LED Street Lighting Contract	<input checked="" type="checkbox"/>			
19/09/23	Coastal Zone Maintenance Contract	<input checked="" type="checkbox"/>			
19/09/23	New contract for the supply of electricity to 264 sites within TDC's portfolio	<input checked="" type="checkbox"/>			
19/09/23	Department for Levelling Up, Housing and Communities Funding update Simplification Pathfinder Pilot	<input checked="" type="checkbox"/>			
19/09/23	Publishing of the TLS Annual Report		<input checked="" type="checkbox"/>		
26/09/23	Cabinet Member Presentation by the Leader - Update on the Planning Enforcement Review			<input checked="" type="checkbox"/>	
26/09/23	Health & Safety Policy	<input checked="" type="checkbox"/>			
26/09/23	Three year extension of the Dog Public Space Protection Order	<input checked="" type="checkbox"/>			
26/09/23	Review of Overview and Scrutiny Work Programme for 2023/24				<input checked="" type="checkbox"/>

26/09/23	Forward Plan and Exempt Cabinet Report List				<input checked="" type="checkbox"/>
26/10/23	Purchase of 5 Homes at Reading Street, Broadstairs for Affordable Rent	<input checked="" type="checkbox"/>			
26/10/23	Local Authority Housing Fund Round 2 : Purchase of 5 Homes	<input checked="" type="checkbox"/>			
26/10/23	Extension to the Alcohol Public Space Protection Order	<input checked="" type="checkbox"/>			
21/11/23	TDC Policy regarding Broken Bins and Green Bins Renewal Policy for Households			<input checked="" type="checkbox"/>	
21/11/23	Budget Monitoring 2023/24: Report No.2				
21/11/23	Adoption of a Combined Surveillance /CCTV/ Image recording technologies Policy	<input checked="" type="checkbox"/>			
21/11/23	Purchase of 24 Homes at Tothill Street, Minster for Affordable Rent	<input checked="" type="checkbox"/>			
21/11/23	Review of Overview and Scrutiny Work Programme for 2023/24				<input checked="" type="checkbox"/>
21/11/23	Forward Plan and Exempt Cabinet Report List				<input checked="" type="checkbox"/>
06/12/23	The Re-tendering of the responsive repairs contract	<input checked="" type="checkbox"/>			
06/12/23	Tenant and Leaseholder Services Q2 report for				<input checked="" type="checkbox"/>

	2023/24				
06/12/23	Jackey Bakers Recreation Ground	<input checked="" type="checkbox"/>			
06/12/23	Public Toilets Refurbishment and Renewal Project	<input checked="" type="checkbox"/>			
16/01/24	Cabinet Member Presentation - Background to the Council's Parking Strategy Review			<input checked="" type="checkbox"/>	
16/01/24	2024/25 Fees and Charges	<input checked="" type="checkbox"/>			
16/01/24	Draft 2024/25 Budget	<input checked="" type="checkbox"/>			
16/01/24	HRA Budget 2024/25	<input checked="" type="checkbox"/>			
16/01/24	Temporary Staff Contract	<input checked="" type="checkbox"/>			
16/01/24	Land at Shottendane Road	<input checked="" type="checkbox"/>			
16/01/24	Decision for Coastal & Beach Public Spaces Protection Order (PSPO) renewal to 2027	<input checked="" type="checkbox"/>			
16/01/24	Purchase of 7 Homes at Northwood Road, Broadstairs for Affordable Rent	<input checked="" type="checkbox"/>			
16/01/24	Draft Corporate Plan for 2024-28	<input checked="" type="checkbox"/>			
16/01/24	Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2024/25		<input checked="" type="checkbox"/>		
16/01/24	Review of Overview and Scrutiny Work				<input checked="" type="checkbox"/>

	Programme for 2023/24				
16/01/24	Forward Plan and Exempt Cabinet Report List				<input checked="" type="checkbox"/>

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Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2024/25

Council	22 February 2024
Report Author	Chris Blundell, Director of Corporate Services and Section 151 Officer
Portfolio Holder	Councillor Rob Yates, Cabinet Member for Corporate Services
Status	For Decision
Classification	Unrestricted
Previously Considered by	Governance & Audit Committee-29 November 2023 Cabinet - 11 January 2024
Ward	Thanet Wide

Executive Summary:

This report and annexes includes the proposed Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement, Annual Investment Strategy, Capital Strategy and Non-Treasury Investments Report (TMSS) for 2024/25.

The Chartered Institute of Public Finance and Accountancy (CIPFA) defines treasury management as:

“The management of the local authority’s borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

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:

- the capital plans (including prudential indicators);
- a minimum revenue provision (MRP) policy (how residual capital expenditure is charged to revenue over time);
- the treasury management strategy (how the investments and borrowings are to be organised) including treasury indicators; and
- an investment strategy (the parameters on how investments are to be managed).

Key reporting items to consider include:

- capital expenditure of £140.526m forecast over the next three years (2024/25 to 2026/27 inclusive), requiring borrowing of £34.566m.
- No change to the Minimum Revenue Provision policy (policy for paying off the accumulated borrowing requirement).

Recommendation(s):

That Council approves this report and annexes, including each of the key elements listed below.

- a. The Capital Plans, Prudential Indicators and Limits for 2024/25 to 2026/27, including the Authorised Limit Prudential Indicator;
- b. The Minimum Revenue Provision (MRP) Policy;
- c. The Treasury Management Strategy for 2024/25 to 2026/27 and the Treasury Indicators;
- d. The Investment Strategy for 2024/25 contained in the Treasury Management Strategy, including the detailed criteria;
- e. The Capital Strategy for 2024/25;
- f. The Non-Treasury Investments Report for 2024/25.

Corporate Implications

Financial and Value for Money

The financial implications are highlighted in this report.

Legal

The Council is required to operate a balanced budget. This report ensures that the Council complies with the requirements of the CIPFA 2021 Prudential and Treasury Management Codes. The provisions of the same are set out in the body of this report.

Risk Management

Risk management is as per the provisions of this annual Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy.

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.

CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- To keep our district safe and clean
- To deliver the housing we need
- To protect our environment
- To create a thriving place
- To work efficiently for you

1 INTRODUCTION

1.1 Background

The council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in low risk counterparties or instruments commensurate with the council's low risk appetite, providing adequate liquidity initially before considering investment return.

The second main function of the treasury management service is the funding of the council's capital plans. These capital plans provide a guide to the borrowing need of the council, essentially the longer-term cash flow planning, to ensure that the council can meet its capital spending obligations. This management of longer-term cash may involve arranging long or short-term loans, or using longer-term cash flow surpluses. On occasion, when it is prudent and economic, any debt previously drawn may be restructured to meet council risk or cost objectives.

The contribution the treasury management function makes to the authority is critical, as the balance of debt and investment operations ensure liquidity or the ability to meet spending commitments as they fall due, either on day-to-day revenue or for larger capital projects. The treasury operations will see a balance of the interest costs of debt and the investment income arising from cash deposits affecting the available budget. Since cash balances generally result from reserves and balances, it is paramount to ensure adequate security of the sums invested, as a loss of principal will in effect result in a loss to the General Fund Balance.

Whilst any commercial activities or loans to third parties will impact on the treasury function, these activities are generally classed as non-treasury activities (arising usually from capital expenditure) and are separate from the day to day treasury management activities.

CIPFA defines treasury management as:

"The management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the

risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

1.2 Reporting requirements

1.2.1 Capital Strategy

The CIPFA 2021 Prudential and Treasury Management Codes require all local authorities to prepare reports which will provide the following:

- a high-level long term overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services.
- an overview of how the associated risk is managed.
- the implications for future financial sustainability.

The aim of this is to ensure:

- that all elected members of the council fully understand the overall long-term policy objectives and resulting capital strategy requirements, governance procedures and risk appetite.
- the separation of treasury management and policy investments. The CIPFA definition of treasury management is given in section 1.1 and the key priorities are firstly security, secondly portfolio liquidity, and thirdly yield/return (in that order). Policy investments are typically projects relating to expenditure on fixed assets (such as land and buildings) for service purposes, and would be included on the capital programme.

For this council, these additional reports are the Capital Strategy (see Annex 4) and the Non-Treasury Investments Report (see Annex 5).

1.2.2 Treasury Management reporting

The council is currently required to receive and approve, as a minimum, three main treasury reports each year, which incorporate a variety of policies, estimates and actuals.

- a. **Prudential and treasury indicators and treasury strategy** (this report) - The first, and most important report is forward looking and covers:
 - the capital plans (including prudential indicators);
 - a minimum revenue provision (MRP) policy (how residual capital expenditure is charged to revenue over time);
 - the treasury management strategy (how the investments and borrowings are to be organised) including treasury indicators; and
 - an investment strategy (the parameters on how investments are to be managed).
- b. **A mid-year treasury management report** – This is primarily a progress report and will update members on the capital position, amending prudential indicators as necessary, and whether any policies require revision. In addition, this council will receive quarterly update reports.

- c. **An annual treasury report** – This is a backward looking review document and provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

Scrutiny

The above reports are required to be adequately scrutinised before being recommended to the council. This role is undertaken by the Governance and Audit Committee.

Quarterly reports

In addition to the three major reports detailed above, quarterly reporting (end of June/end of December) is also required. These additional reports do not have to be reported to council but do require adequate scrutiny, which is undertaken by the Governance and Audit Committee.

- 1.2.3 The council's 2021/22 and 2022/23 accounts have not yet been audited and hence the figures in this report are subject to change.

1.3 Treasury Management Strategy for 2024/25

The strategy for 2024/25 covers two main areas:

Capital issues

- the capital expenditure plans and the associated prudential indicators;
- the minimum revenue provision (MRP) policy.

Treasury management issues

- the current treasury position;
- treasury indicators which limit the treasury risk and activities of the council;
- prospects for interest rates;
- the borrowing strategy;
- policy on borrowing in advance of need;
- debt rescheduling;
- the investment strategy;
- creditworthiness policy; and
- policy on use of external service providers.

These elements cover the requirements of the Local Government Act 2003, DLUHC Investment Guidance, DLUHC MRP Guidance, the CIPFA Prudential Code and the CIPFA Treasury Management Code.

1.4 Training

The CIPFA Treasury Management Code requires the responsible officer to ensure that members with responsibility for treasury management receive adequate training in treasury management. This especially applies to members responsible for scrutiny.

Furthermore, the Code states that it expects “all organisations to have a formal and comprehensive knowledge and skills or training policy for the effective acquisition and retention of treasury management knowledge and skills for those responsible for management, delivery, governance and decision making”.

The scale and nature of this will depend on the size and complexity of the organisation’s treasury management needs. Organisations should consider how to assess whether treasury management staff and council members have the required knowledge and skills to undertake their roles and whether they have been able to maintain those skills and keep them up to date.

As a minimum, authorities should carry out the following to monitor and review knowledge and skills:

- Record attendance at training and ensure action is taken where poor attendance is identified.
- Prepare tailored learning plans for treasury management officers and council members.
- Require treasury management officers and council members to undertake self-assessment against the required competencies.
- Have regular communication with officers and council members, encouraging them to highlight training needs on an ongoing basis.

In further support of the revised training requirements, CIPFA’s Better Governance Forum and Treasury Management Network have produced a ‘self-assessment by members responsible for the scrutiny of treasury management’, which is available from the CIPFA website to download.

Training was last undertaken by members on 27 September 2023 and further training will be arranged as required.

The training needs of treasury management officers are periodically reviewed.

A record will be maintained of the treasury management/capital finance training received by officers central to the Treasury function and by members.

1.5 External service providers

The council uses Link Group, Link Treasury Services Limited as its external treasury management advisors.

The council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon our external service providers.

It also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented, and subjected to regular review.

The council uses the Institutional Cash Distributors (ICD) Portal to invest or redeem trades in its Money Market and Bond Funds (MMBFs). The portal provides advanced reporting tools so that the authority can assess its exposure to certain banks or countries.

Most investments via the ICD portal are made via JP Morgan, who act as a clearing house for eleven of the fourteen MMBFs the council currently uses. The clearing house allows the authority to make several investments in different MMBFs but only requires one payment to the clearing house, therefore saving the authority costs in CHAPS fees.

2 THE CAPITAL PRUDENTIAL INDICATORS 2024/25 – 2026/27

The council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

2.1 Capital expenditure and financing

This prudential indicator is a summary of the council's capital expenditure plans, both those agreed previously, and those forming part of this budget cycle. Members are asked to approve the capital expenditure forecasts:

Capital expenditure £m	2022/23 Provisional Actual	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget
General Fund	12.054	26.640	52.625	20.250	6.493
HRA	4.123	34.095	25.746	19.991	15.421
Total	16.177	60.735	78.371	40.241	21.914

The table below summarises how these plans are being financed by capital or revenue resources. Any shortfall of resources results in a funding borrowing need.

Financing of capital expenditure £m	2022/23 Provisional Actual	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget
--	----------------------------------	-------------------	-------------------	-------------------	-------------------

Capital receipts - GF	0.654	4.653	0.776	0.350	0.350
Capital receipts - HRA	0.553	1.517	2.748	0.140	0.147
Grants and other contributions- GF	7.104	14.336	45.417	7.929	3.000
Grants and other contributions - HRA	0.000	1.583	10.038	7.797	3.240
Reserves - GF	2.430	1.034	0.120	1.370	0.070
Reserves - HRA	3.169	9.023	7.800	6.894	6.874
Revenue - GF	0.000	0.112	0.000	0.000	0.000
Revenue - HRA	0.316	0.370	0.300	0.300	0.300
Net financing need for the year	1.951	28.107	11.172	15.461	7.933

Other long term liabilities: The above financing need excludes other long term liabilities, such as PFI and leasing arrangements which already include borrowing instruments.

2.2 The council's borrowing need (the Capital Financing Requirement)

The second prudential indicator is the council's Capital Financing Requirement (CFR). The CFR is simply the total historic outstanding capital expenditure (on buildings, vehicles etc) which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the council's indebtedness and so its underlying borrowing need. It can also be helpful to compare it to the outstanding balance that is still payable on a loan or a mortgage, in this case we are considering how much of the council's debt still needs to be paid for. Any capital expenditure above, which has not immediately been paid for, will increase the CFR.

The CFR does not increase indefinitely, as the minimum revenue provision (MRP) is a statutory annual revenue charge which broadly reduces the indebtedness in line with each asset's life, and so charges the economic consumption of capital assets as they are used.

The CFR includes any other long term liabilities (e.g. PFI schemes, finance leases). Whilst these increase the CFR, and therefore the council's borrowing requirement, these types of scheme include a borrowing facility from the provider and so the council is not required to separately borrow for these schemes. The council had a provisional £0.767m of long term liabilities (excluding pensions) as at 31 March 2023.

The council is asked to approve the CFR projections below:

£m	2022/23 Provisional Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
Capital Financing Requirement					
CFR – General Fund	23.922	28.687	44.227	52.560	52.750
CFR – HRA	28.312	49.631	54.995	59.305	63.572

Total CFR	52.234	78.318	99.222	111.865	116.322
Movement in CFR	0.555	26.084	20.904	12.643	4.457

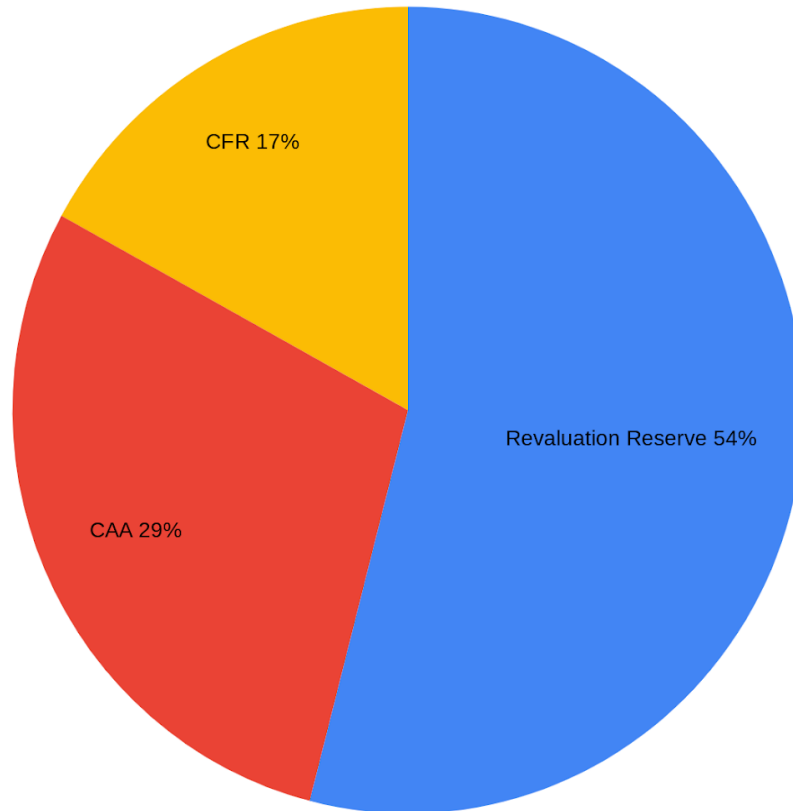
Net financing need for the year (above)	1.951	28.107	11.172	15.461	7.933
Less MRP/VRP and other financing movements*	(1.396)	(2.023)	9.732	(2.818)	(3.476)
Movement in CFR	0.555	26.084	20.904	12.643	4.457

**2024-25 includes an estimate for the recognition of leases under International Financial Reporting Standard 16 (IFRS 16).*

The Fixed Asset Analysis chart below shows that, using the council's draft accounts as at 31 March 2023, 17% of the council's capital / long-term assets had yet to be funded (CFR) and 29% had effectively been paid off or funded (Capital Adjustment Account). The remaining 54% represented the aggregate increase in value of these assets since acquisition by the council.

Fixed Asset Analysis	£m	%
Capital Financing Requirement (CFR)	52	17
Capital Adjustment Account (CAA)	91	29
Revaluation Reserve	168	54
Fixed Assets (total of above)	311	100

Fixed Asset Analysis



2.3 Core funds and expected investment balances

The application of resources (capital receipts, reserves etc.) to either finance capital expenditure or other budget decisions to support the revenue budget will have an ongoing impact on investments unless resources are supplemented each year from new sources (asset sales etc.). Detailed below are estimates of the year end balances for each resource and anticipated day to day cash flow balances.

Year End Resources £m	2022/23 Provisional Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
Fund balances / reserves	22.975	20.451	15.673	14.575	15.485
Capital receipts	8.175	5.212	1.149	1.834	1.834
Earmarked reserves	16.256	14.770	14.744	15.244	15.744
Total core funds	47.406	40.433	31.566	31.653	33.063
Balances incl working capital*	44.778	10.000	3.815	4.037	2.583
(Under)/over borrowing	(31.585)	(0.433)	(0.381)	(0.690)	(0.646)
Expected investments	60.599	50.000	35.000	35.000	35.000

*Working capital balances shown are estimated year end; these may be different mid-year and can vary significantly depending on operational timing factors.

2.4 Minimum revenue provision (MRP) policy statement

The council is required to pay off an element of the accumulated General Fund capital spend each year (the CFR) through a revenue charge (the minimum revenue provision - MRP), although it is also allowed to undertake additional voluntary payments if required (voluntary revenue provision - VRP).

DLUHC regulations have been issued which require the full council to approve **an MRP Statement** in advance of each year. A variety of options are provided to councils, so long as there is a prudent provision. The council is recommended to approve the following MRP Statement:

For capital expenditure incurred before 1 April 2008 or which in the future will be Supported Capital Expenditure, the MRP policy will be:

- **Existing practice** - MRP will follow the existing practice outlined in former DLUHC regulations (option 1).

This option provides for an approximate 4% reduction in the borrowing need (CFR) each year.

From 1 April 2008 for all unsupported borrowing (including PFI and finance leases) the MRP policy will be:

- **Asset life method** – MRP will be based on the estimated life of the assets, in accordance with the regulations (this option must be applied for any expenditure capitalised under a Capitalisation Direction) (option 3);

This option provides for a reduction in the borrowing need over approximately the asset's life.

There is no requirement on the HRA to make a minimum revenue provision but there is a requirement for a charge for depreciation to be made.

The principal element of repayments included in annual PFI or finance leases are applied as MRP.

For capital expenditure on loans to third parties (funded from borrowing) where the principal element of the loan is being repaid in instalments, the capital receipts arising from the principal loan repayments will be used to reduce the CFR instead of MRP. MRP will be charged at a rate in line with the life of the assets funded by the loan.

MRP Overpayments - A change introduced by the revised DLUHC MRP Guidance was the allowance that any charges made over the statutory minimum MRP, VRP or overpayments, can, if needed, be reclaimed in later years if deemed necessary or prudent. In order for these sums to be reclaimed for use in the budget, this policy must disclose any cumulative overpayment made each year.

3 BORROWING

The capital expenditure plans set out in Section 2 provide details of the service activity of the council. The treasury management function ensures that the council's cash is organised in accordance with the relevant professional codes, so that sufficient cash is available to meet this service activity and the council's capital strategy. This will involve both the organisation of the cash flow and, where capital

plans require, the organisation of appropriate borrowing facilities. The strategy covers the relevant treasury / prudential indicators, the current and projected debt positions and the annual investment strategy.

3.1 Current portfolio position

The overall treasury management portfolio as at 31 March 2023, and the position as at 30 September 2023, are shown below for both borrowing and investments.

TREASURY PORTFOLIO (provisional)				
	Actual 31 March 2023	Actual 31 March 2023	Actual 30 Sept 2023	Actual 30 Sept 2023
Treasury Investments	£m	%	£m	%
Banks	6.085	10.04	6.285	11.34%
Money Market Funds	53.512	88.31	48.156	86.86%
Bond Funds	1.002	1.65	1.000	1.80%
Total (all managed in-house)	60.599	100.00	55.441	100.00
Treasury External Borrowing				
PWLB	15.382	77.37	15.218	77.18
LOBOs	4.500	22.63	4.500	22.82
Total	19.882	100.00	19.718	100.00
Net treasury investments / (borrowing)	40.717		35.723	

The Council's forward projections for borrowing are summarised below. The table shows the actual external debt against the underlying capital borrowing need (the Capital Financing Requirement - CFR), highlighting any over or under borrowing.

£m	2022/23 Provisional Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
External Debt					
Debt at 1 April	20.216	19.882	77.317	86.273	98.952
Expected change in Debt	(0.334)	57.435	8.956	12.679	4.501
Other long-term liabilities (OLTL) at 1 April	1.136	0.767	0.568	12.568	12.223
Expected change in OLTL*	(0.369)	(0.199)	12.000	(0.345)	0.000
Gross debt at 31 March	20.649	77.885	98.841	111.175	115.676
The Capital Financing Requirement*	52.234	78.318	99.222	111.865	116.322
Under / (over) borrowing	31.585	0.433	0.381	0.690	0.646

**2024/25 includes an estimate for the recognition of leases under International Financial Reporting Standard 16 (IFRS 16).*

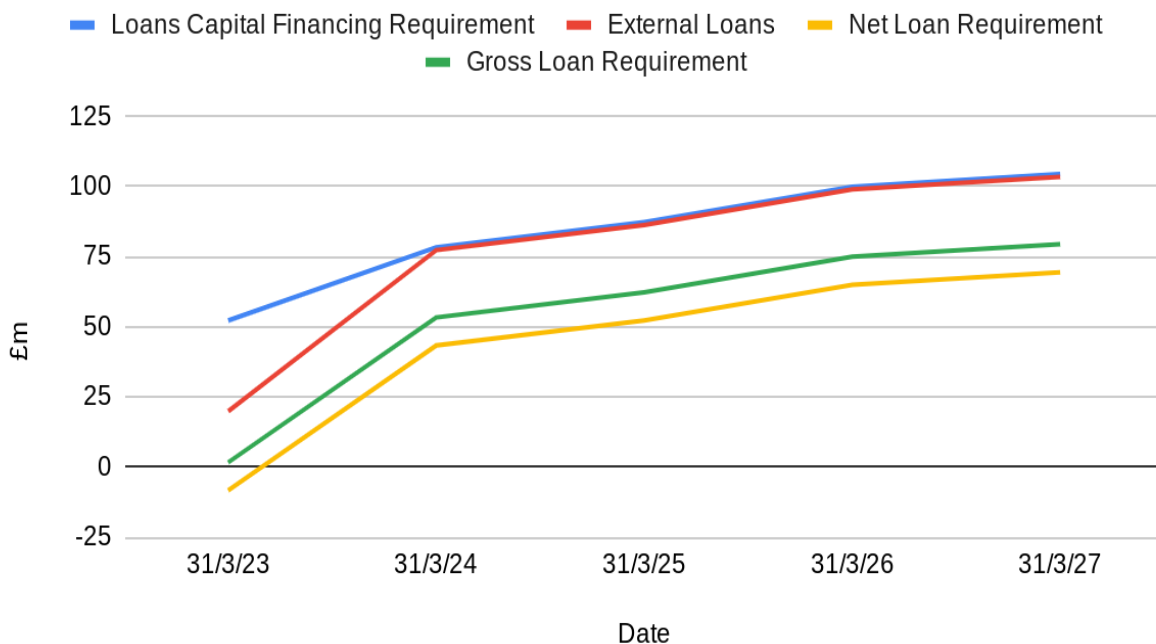
Within the range of prudential indicators there are a number of key indicators to ensure that the council operates its activities within well defined limits. One of these is that the council needs to ensure that its gross debt does not, except in the short term, exceed the total of the CFR in the preceding year plus the estimates of any additional CFR for 2024/25 and the following two financial years. This allows some flexibility for limited early borrowing for future years, but ensures that borrowing is not undertaken for revenue or speculative purposes.

The Section 151 Officer reports that the council complied with this prudential indicator in the current year and does not envisage difficulties for the future. This view takes into account current commitments, existing plans, and the proposals in this budget report.

3.1.1 Liability Benchmark

The chart below shows the council’s maximum loan position (Loans Capital Financing Requirement), the council’s budgeted loan position (External Loans), the council’s projected loan position if all treasury balances were used in place of external borrowing (Net Loan Requirement) and the Net Loan Requirement with the addition of a £10m treasury balance buffer to reflect that the council seeks to maintain liquid short term deposits of at least £10m available with a week’s notice as per this report (Gross Loan Requirement).

Liability Benchmark



As can be seen, External Loans are projected to approach the Loans CFR in future years, ensuring that external loan balances and interest are factored into budgets.

However, the council will continue to explore and utilise internal borrowing opportunities as appropriate to reduce its net interest cost.

3.2 Treasury Indicators: limits to borrowing activity

The operational boundary. This is the limit beyond which external debt is not normally expected to exceed. In most cases, this would be a similar figure to the CFR, but may be lower or higher depending on the levels of actual debt and the ability to fund under-borrowing by other cash resources.

Operational boundary £m	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
Debt	96.000	101.500	113.500	118.500
Other long term liabilities (incl leases)	10.000	35.000	35.000	35.000
Total	106.000	136.500	148.500	153.500

The authorised limit for external debt. This is a key prudential indicator and represents a control on the maximum level of borrowing. This represents a legal limit beyond which external debt is prohibited, and this limit needs to be set or revised by the full council. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term.

1. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Government retains an option to control either the total of all councils' plans, or those of a specific council, although this power has not yet been exercised.
2. The council is asked to approve the following authorised limit:

Authorised limit £m	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
Debt	101.000	106.500	118.500	123.500
Other long term liabilities (incl leases)	15.000	45.000	45.000	45.000
Total	116.000	151.500	163.500	168.500

Composition of Operational Boundary and Authorised Limit

Debt (in both the Operational Boundary and Authorised Limit above) for 2023/24 onwards includes:

- a) an uplift for capital expenditure being incurred in advance of generating capital receipts to fund this expenditure (£4m uplift in 2023/24 and £3.5m uplift in later years) although, for clarity, any such expenditure is not limited to £4m/£3.5m. As this is anticipated to be a relatively short-term timing difference it has not been reflected elsewhere in this report. Potential examples of such projects include Office Accommodation and Public Toilet Refurbishment.

- b) a £5m uplift to provide additional capacity for any non-treasury investments that the council may pursue. For clarity, any such investments are not limited to £5m and are in addition to any such amounts already included within the capital and treasury estimates. This has not been reflected elsewhere in this report, pending the formulation and approval of any such items.

Other long term liabilities (in both the Operational Boundary and Authorised Limit above) includes an estimate for the recognition of leases under International Financial Reporting Standard 16 (IFRS 16) from April 2024. Once full details are known, the Operational Boundary and/or Authorised Limit may need to be revised for approval.

3.3 Link’s economic and interest rate forecast (issued by Link on 13 Nov 2023)

The council has appointed Link Group as its treasury advisor and part of their service is to assist the council to formulate a view on interest rates. Link provided the following forecasts on 7 November 2023. These are forecasts for Bank Rate, average earnings and PWLB certainty rates, gilt yields plus 80 basis points.

Link Group Interest Rate View 07.11.23		Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26
BANK RATE		5.25	5.25	5.25	5.00	4.50	4.00	3.50	3.25	3.00	3.00	3.00	3.00	3.00
3 month ave earnings		5.30	5.30	5.30	5.00	4.50	4.00	3.50	3.30	3.00	3.00	3.00	3.00	3.00
6 month ave earnings		5.60	5.50	5.40	5.10	4.60	4.10	3.60	3.40	3.10	3.10	3.10	3.10	3.10
12 month ave earnings		5.80	5.70	5.50	5.20	4.70	4.20	3.70	3.50	3.30	3.30	3.30	3.30	3.30
5 yr PWLB		5.00	4.90	4.80	4.70	4.40	4.20	4.00	3.80	3.70	3.60	3.50	3.50	3.50
10 yr PWLB		5.10	5.00	4.80	4.70	4.40	4.20	4.00	3.80	3.70	3.70	3.60	3.60	3.50
25 yr PWLB		5.50	5.30	5.10	4.90	4.70	4.50	4.30	4.20	4.10	4.10	4.00	4.00	4.00
50 yr PWLB		5.30	5.10	4.90	4.70	4.50	4.30	4.10	4.00	3.90	3.90	3.80	3.80	3.80

Further details are provided in annex 6.

3.4 Borrowing strategy

The council is currently maintaining an under-borrowed position. This means that the capital borrowing need (the Capital Financing Requirement) has not been fully funded with loan debt as cash supporting the council’s reserves, balances and cash flow has been used as a temporary measure. This strategy is prudent as medium and longer dated borrowing rates are expected to fall from their current levels once prevailing inflation concerns are addressed by tighter near-term monetary policy. That is, Bank Rate remains elevated through to the second half of 2024.

Against this background and the risks within the economic forecast, caution will be adopted with the 2024/25 treasury operations. The Section 151 Officer will monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances:

- if it was felt that there was a significant risk of a sharp FALL in borrowing rates, then borrowing will be postponed.

- *if it was felt that there was a significant risk of a much sharper RISE in borrowing rates than those currently forecast* then the portfolio position will be re-appraised. For example, fixed rate funding could be drawn whilst interest rates are lower than they are projected to be in the next few years.

Any decisions will be reported to the appropriate decision making body at the next available opportunity.

3.5 Policy on borrowing in advance of need

The council will not borrow more than or in advance of its needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within forward approved Capital Financing Requirement estimates, and will be considered carefully to ensure that value for money can be demonstrated and that the council can ensure the security of such funds.

Borrowing in advance will be made within the constraints that:

- The authority would not look to borrow more than 18 months in advance of need.

Risks associated with any borrowing in advance activity will be subject to prior appraisal and subsequent reporting through the mid-year or annual reporting mechanism.

3.6 Debt rescheduling

Rescheduling of current borrowing in the council's debt portfolio may be considered whilst premature redemption rates remain elevated but only if there is surplus cash available to facilitate any repayment, or rebalancing of the portfolio to provide more certainty is considered appropriate.

If rescheduling were done, it will be reported to Cabinet at the earliest meeting following its action.

3.7 New financial institutions as a source of borrowing and / or types of borrowing

Currently the PWLB Certainty Rate is set at gilts + 80 basis points for both HRA and non-HRA borrowing. However, consideration may still be given to sourcing funding from the following sources:

- Local authorities
- Financial institutions (primarily insurance companies and pension funds but also some banks, including forward dates)
- Municipal Bonds Agency
- Other sources of government funding (such as the UK Infrastructure Bank and Salix Finance for example).

3.8 Approved Sources of Long and Short term Borrowing

The council may make use of borrowing from internal sources, PWLB, local authorities, financial institutions, the Municipal Bonds Agency, and/or other sources of government funding as and when appropriate.

4 ANNUAL INVESTMENT STRATEGY

4.1 Investment policy - management of risk

The Department of Levelling Up, Housing and Communities (DLUHC - this was formerly the Ministry of Housing, Communities and Local Government (MHCLG)) and CIPFA have extended the meaning of 'investments' to include both financial and non-financial investments. This report deals solely with treasury (financial) investments (as managed by the treasury management team). Non-financial investments are covered in the Capital Strategy and Non-Treasury Investments Report (separate annexed reports).

The Council's investment policy has regard to the following: -

- DLUHC's Guidance on Local Government Investments ("the Guidance")
- CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes 2021 ("the Code")
- CIPFA Treasury Management Guidance Notes 2021

The Council's investment priorities will be security first, portfolio liquidity second and then yield (return).

The above guidance from the DLUHC and CIPFA places a high priority on the management of risk. This authority has adopted a prudent approach to managing risk and defines its risk appetite by the following means: -

1. Minimum acceptable **credit criteria** are applied in order to generate a list of highly creditworthy counterparties. This also enables diversification and thus avoidance of concentration risk. The key ratings used to monitor counterparties are the short term and long-term ratings.
2. **Other information:** ratings will not be the sole determinant of the quality of an institution; it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets. To achieve this consideration the Council will engage with its advisors to maintain a monitor on market pricing such as "**credit default swaps**" and overlay that information on top of the credit ratings.
3. **Other information sources** used will include the financial press, share price and other such information pertaining to the financial sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.
4. This authority has defined the list of **types of investment instruments** that the treasury management team are authorised to use. There are two lists in annex 2 under the categories of 'specified' and 'non-specified' investments.

- **Specified investments** are those with a high level of credit quality and subject to a maturity limit of one year (or have less than a year left to run to maturity if originally they were classified as being non-specified investments solely due to the maturity period exceeding one year).
 - **Non-specified investments** are those with less high credit quality, may be for periods in excess of one year, and/or are more complex instruments which require greater consideration by members and officers before being authorised for use.
5. **Non-specified investments limit.** The Council has determined that it will limit the maximum total exposure to non-specified treasury management investments at £5m (see paragraphs 4.2, 4.3 and 4.4).
 6. **Lending limits** (amounts and maturity) for each counterparty will be set through applying the matrix table in paragraph 4.2.
 7. This authority will set a limit for the amount of its investments which are invested for maturities **longer than 365 days** (see paragraphs 4.2 and 4.4).
 8. This authority will set a limit for the amount of its investments which are invested in **longer-term instruments with no fixed maturity date** (see paragraphs 4.2 and 4.4).
 9. Investments will only be placed with counterparties from foreign countries which have a specified minimum **sovereign rating**, (see paragraph 4.3). This does not apply to pooled investment vehicles.
 10. This authority has engaged **external consultants**, (see paragraph 1.5) to provide expert advice on how to optimise an appropriate balance of security, liquidity and yield, given the risk appetite of this authority in the context of the expected level of cash balances and need for liquidity throughout the year.
 11. All investments will be denominated in **sterling**.
 12. As a result of the change in accounting standards under **IFRS 9**, this authority will consider the implications of investment instruments which could result in an adverse movement in the value of the amount invested and resultant charges at the end of the year to the General Fund. In November 2018, The Ministry of Housing, Communities and Local Government (MHCLG) concluded a consultation for a temporary override to allow English local authorities time to adjust their portfolio of all pooled investments by announcing a statutory override to delay implementation of IFRS 9 for five years ending 31 March 2023. A further extension to the override to 31 March 2025 has since been agreed by the Government.

However, this authority will also pursue **value for money** in treasury management and will monitor the yield from investment income against appropriate benchmarks for investment performance (see paragraph 4.5). Regular monitoring of investment performance will be carried out during the year.

Changes in risk management policy from last year.

The above criteria are unchanged from last year.

4.2 Creditworthiness policy

The primary principle governing the council's investment criteria is the security of its investments, although the yield or return on the investment is also a key consideration. After this main principle, the council will ensure that:

- It maintains a policy covering both the categories of investment types it will invest in, criteria for choosing investment counterparties with adequate security, and monitoring their security. This is set out in the specified and non-specified investment sections below; and
- It has sufficient liquidity in its investments. For this purpose it will set out procedures for determining the maximum periods for which funds may prudently be committed. These procedures also apply to the council's prudential indicators covering the maximum principal sums invested.

The Section 151 Officer will maintain a counterparty list in compliance with the following criteria and will revise the criteria and submit them to council for approval as necessary. These criteria are separate to that which determines which types of investment instrument are either specified or non-specified as it provides an overall pool of counterparties considered high quality which the council may use, rather than defining what types of investment instruments are to be used.

Credit rating information is supplied by the Link Group, our treasury advisors, on all active counterparties that comply with the criteria below. Any counterparty failing to meet the criteria would be omitted from the counterparty (dealing) list. Any rating changes, rating watches (notification of a likely change), rating outlooks (notification of the longer term bias outside the central rating view) are provided to officers almost immediately after they occur and this information is considered before dealing. For instance, a negative rating watch applying to a counterparty at the minimum council criteria may be suspended from use, with all others being reviewed in light of market conditions.

The criteria for providing a pool of high quality investment counterparties (both specified and non-specified investments) is:

- Banks 1 - good credit quality – the council will only use banks which:
 - i. are UK banks; and/or
 - ii. are non-UK and domiciled in a country which has a minimum sovereign long term rating of AA-

and have, as a minimum, the following credit rating from at least one of Fitch, Moody's and Standard and Poors (where rated):

 - i. Short term – F1 (or equivalent)
 - ii. Long term – A- (or equivalent)

- Banks 2 – Part nationalised UK bank – Royal Bank of Scotland Group ring-fenced operations. This bank can be included provided it continues to be part nationalised or it meets the above criteria.
- Banks 3 – The council’s own banker for transactional purposes if the bank falls below the above criteria, although in this case balances will be minimised in both monetary size and time invested.
- Bank subsidiary and treasury operations: If separately rated, the council will use those that meet the ratings/criteria for banks outlined above. If not separately rated, the council will use these where the parent bank has the necessary ratings/criteria outlined above.
- Building societies: The council will use all societies which meet the ratings/criteria for banks outlined above.
- Money market funds, enhanced money market funds, bond funds – AAA
- UK Government (including gilts, treasury bills and the DMADF)
- Local authorities, parish councils, community councils, companies controlled by the council (either alone or with other public sector organisations) etc
- Housing associations
- Supranational institutions
- Multi-asset funds

A limit of £5m will be applied to the use of non-specified investments.

Use of additional information other than credit ratings. Additional requirements under the Code require the council to supplement credit rating information. Whilst the above criteria relies primarily on the application of credit ratings to provide a pool of appropriate counterparties for officers to use, additional operational market information will be applied before making any specific investment decision from the agreed pool of counterparties. This additional market information (for example Credit Default Swaps, rating watches/outlooks) will be applied to compare the relative security of differing investment counterparties.

Time and monetary limits applying to investments. The time and monetary limits for institutions on the council’s counterparty list are as follows (these will cover both specified and non-specified investments):

	Fitch Long Term Rating (or equivalent)*	Money Limit	Time Limit (settlement period)
Level 1	AA-	£6m per institution	370 days
Level 2	A	£5m per institution	370 days
Level 3	A-	£4m per institution	185 days
Part nationalised	N/A	£7m per institution	370 days
UK Government (including gilts, treasury bills and the Debt Management Account Deposit Facility)	UK sovereign rating	unlimited	2 years
Money market funds, enhanced money market funds, bond funds	AAA	£6m per fund	370 days
Local authorities, parish councils, community councils, companies controlled by the council (either alone or with other public sector organisations), housing associations, supranational institutions etc	N/A	£4m per institution	5 years
Multi-asset funds	N/A	£5m per fund	370 days

**The institution must have this minimum credit rating from at least one of Fitch, Moody's, and Standard and Poors (where rated).*

The proposed criteria for specified and non-specified investments are shown in Annex 2 for approval.

Creditworthiness

Significant levels of downgrades to Short and Long-Term credit ratings have not materialised since the crisis in March 2020. In the main, where they did change, any alterations were limited to Outlooks. Nonetheless, when setting minimum sovereign debt ratings, this council will not set a minimum rating for the UK.

CDS prices

Although bank CDS prices (these are market indicators of credit risk) spiked upwards during the autumn of 2022, they have returned to more average levels since then. However, sentiment can easily shift, so it will remain important to undertake continual monitoring of all aspects of risk and return in the current circumstances.

Link monitors CDS prices as part of its creditworthiness service to local authorities and the council has access to this information via its Link-provided Passport portal.

4.3 Other limits

Due care will be taken to consider the exposure of the council's total investment portfolio to non-specified investments, countries, groups and sectors.

- a) **Non-specified treasury management investment limit.** The council has determined that it will limit the maximum total exposure to non-specified treasury management investments at £5m.
- b) **Country limit.** The council has determined that it will only use approved counterparties from the UK (irrespective of the UK sovereign credit rating) or other countries with a minimum sovereign credit rating of AA- from Fitch (or equivalent). This list will be added to, or deducted from, by officers should ratings change in accordance with this policy.
- c) **Other limits.** In addition:
 - no more than £5m will be placed with any non-UK country at any time (this limit applies to each non-UK country individually and not to non-UK countries in total);
 - limits in place above will apply to a group of companies;
 - sector limits will be monitored regularly for appropriateness.

The above restrictions do not apply to pooled investment vehicles (including multi-asset funds (apart from the non-specified investment limit), money market funds, enhanced money market funds and bond funds). The council only invests in sterling denominated pooled investment vehicles.

4.4 Investment strategy

In-house funds: Investments will be made with reference to the core balance and cash flow requirements and the outlook for short-term interest rates (i.e. rates for investments up to 12 months). Greater returns are usually obtainable by investing for longer periods. However, there is the prospect of Bank Rate having peaked in the second half of 2023 and possibly reducing as early as the second half of 2024 so an agile investment strategy would be appropriate to optimise returns.

While most cash balances are required in order to manage the ups and downs of cash flow, where cash sums can be identified that could be invested for longer periods, the value to be obtained from longer term investments will be carefully assessed.

Link's investment returns expectations (issued by Link on 17 November 2023):

Link's current forecast, shown in section 3.3, includes a forecast for Bank Rate to have peaked at 5.25% in Q4 2023.

Link's suggested budgeted investment earnings rates for returns on investments placed for periods up to about three months during each financial year are as follows: -

Average earnings in each year	
2023/24 (remainder)	5.30%
2024/25	4.70%
2025/26	3.20%
2026/27	3.00%
2027/28	3.25%
Years 6 to 10	3.25%
Years 10+	3.25%

As there are so many variables at this time, caution must be exercised in respect of all interest rate forecasts.

Investment treasury indicator and limit - total principal funds invested for maturities greater than 365 days. These limits are set with regard to the council's liquidity requirements and to reduce the need for early sale of an investment, and are based on the availability of funds after each year-end.

The council is asked to approve the following treasury indicator and limit: -

Upper limit for principal sums invested for maturities longer than 365 days			
£m	2023/24	2024/25	2025/26
Principal sums invested for maturities longer than 365 days	£5m	£5m	£5m

Investments as at 31 September 2023 invested for maturities longer than 365 days were £nil.

For its cash flow generated balances, the council will seek to utilise its instant access and notice accounts, pooled investment vehicles and term deposits in order to benefit from the compounding of interest.

Investment treasury indicator and limit - longer term treasury management investments. Longer term instruments with no fixed maturity date include pooled bond, equity and property funds (but not money market funds), as well as directly held equities.

The council has determined that it will limit the maximum total exposure to longer term treasury management investments at £5m.

Investments made in longer term treasury management investments as at 31 September 2023 were £1m (in a bond fund). Despite this categorization for TMSS purposes, this bond fund is still held for cash flow purposes given that it seeks to maintain liquidity with a low level of capital volatility and has a settlement period of two days.

4.5 Investment performance / risk benchmarking

These benchmarks are simple guides to maximum risk, so they may be breached from time to time, depending on movements in interest rates and counterparty criteria. The purpose of the benchmarks is that officers will monitor the current and trend position and amend the operational strategy to manage risk as conditions change. Any breach of the benchmarks will be reported, with supporting reasons in the Mid-Year or Annual Report.

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 (excluding unrated investments).

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

- Liquid short term deposits of at least £10m available with a week’s notice.
- Weighted average life benchmark is expected to be in the range of 0 to 1 years, with a maximum of 5 years.

Yield - local measures of yield benchmarks are:

- Investments – internal returns above the 7 day SONIA compounded rate.

And in addition that the security benchmark for each individual year is (excluding unrated investments):

	1 year	2 years	3 years	4 years	5 years
Maximum	0.05%	0.05%	0.05%	0.05%	0.05%

Note: This benchmark is an average risk of default measure, and would not constitute an expectation of loss against a particular investment.

4.6 End of year investment report

At the end of the financial year, the council will report on its investment activity as part of its Annual Treasury Report.

4.7 Use of external fund managers

Except for pooled funds, it is the council’s policy not to use external fund managers for any part of its investment portfolio.

The council may use pooled investment vehicles and fully appreciates the importance of monitoring the activity and resultant performance of such investments. In order to aid this assessment, the council is provided with a suite of regular reporting from its providers.

4.8 Ethical treasury and capital investing

Although investment guidance, both statutory and from CIPFA, makes clear that all investing must adopt the principles of security, liquidity and yield (in that order) the

council is committed to ethical high standards and declared a climate emergency on 1 July 2019; doing what is within its power to become carbon neutral by 2030 within its estates and activities. This includes establishing a Climate Emergency Cabinet Advisory Group to drive the production of an Energy and Low Emissions Strategy and action plan (linked with the Kent Energy and Low Emission Strategy) and a Council Tree and Biodiversity Strategy (to address both climate change and the ecological emergency).

Environmental, Social and Governance (ESG) metrics are incorporated into the credit rating agency assessments which the council uses in its investment strategy.

Typical ESG considerations are shown below.

Environmental: Emissions and air quality, energy and waste management, waste and hazardous material, exposure to environmental impact.

Social: Human rights, community relations, customer welfare, labour relations, employee wellbeing, exposure to social impacts.

Governance: Management structure, governance structure, group structure, financial transparency.

Through its treasury agency service provider, the council has access to Sustainable Deposits (with investments referenced against the United Nations Sustainable Development Goals) and utilises these deposits from time to time subject to its requirements for security, liquidity and yield.

The council's capital plans include the estimated cost of replacing its diesel powered vehicles and equipment with electric equivalents, where practical to do so, on a phased basis. These capital plans also include the estimated cost of associated infrastructure requirements (such as charging points).

5 COMMERCIAL INVESTMENTS

The council's Non-Treasury Investments Report 2024/25 (Annex 5) stipulates that, for a new non-treasury investment in a new asset, the council may only purchase property, make investments and/or make loans for service purposes (i.e. not for purely/primarily commercial purposes, though it may still generate revenue).

If a local authority is planning to acquire investment assets bought primarily for yield then it is now unable to borrow from the PWLB to finance any expenditure in its capital plan.

6 OPTIONS

6.1 That Council:

- a) Approves this report and annexes, including each of the key elements listed below.

- The Capital Plans, Prudential Indicators and Limits for 2024/25 to 2026/27, including the Authorised Limit Prudential Indicator.
 - The Minimum Revenue Provision (MRP) Policy.
 - The Treasury Management Strategy for 2024/25 to 2026/27 and the Treasury Indicators.
 - The Investment Strategy for 2024/25 contained in the Treasury Management Strategy, including the detailed criteria.
 - The Capital Strategy for 2024/25.
 - The Non-Treasury Investments Report for 2024/25.
- b) Recommends this report and annexes, including each of the key elements listed above, to council for approval.

6.2 Does not approve this report and annexes (advising the reason(s) why); thereby not complying with the Treasury Management Code of Practice.

7 **DISCLAIMER**

This report (including its annexes) 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.

Contact Officer: Chris Blundell, Director of Corporate Services & Section 151 Officer
Reporting to: Colin Carmichael, Interim Chief Executive

Annex List

Annex 1: The Capital Prudential and Treasury Indicators 2022/23 – 2026/27

Annex 2: Treasury Management Practice (TMP1) – Credit and Counterparty Risk Management

Annex 3: Guidance on Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy (TMSS)

Annex 4: Capital Strategy 2024/25

Annex 5: Non-Treasury Investments Report 2024/25

Annex 6: Link's Economic and Interest Rate Forecast (issued by Link on 17 November 2023)

Corporate Consultation Undertaken

Finance: N/A

Legal: Ingrid Brown, Head of Legal and Democracy & Monitoring Officer

ANNEX 1 - THE CAPITAL PRUDENTIAL AND TREASURY INDICATORS 2022/23 – 2026/27

The council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

1. Capital expenditure

Capital expenditure £m	2022/23 Provisional Actual	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget
General Fund	12.054	26.640	52.625	20.250	6.493
HRA	4.123	34.095	25.746	19.991	15.421
Total	16.177	60.735	78.371	40.241	21.914

2. Affordability prudential indicators

The previous section covers the overall capital and control of borrowing prudential indicators but, within this framework, prudential indicators are required to assess the affordability of the capital investment plans. These provide an indication of the impact of the capital investment plans on the council's overall finances. The council is asked to approve the following indicators:

- a. **Ratio of financing costs to 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.

%	2022/23 Provisional Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
General Fund	4.9	5.6	15.6	19.4	22.6
HRA	2.2	3.5	14.4	17.1	17.8

The estimates of financing costs include current commitments and the proposals in this budget report.

- b. **HRA ratios**

	2022/23 Provisional Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
HRA debt £m	12.587	49.631	54.995	59.305	63.572
HRA rents £m	13.019	15.143	17.566	17.863	18.591
Ratio of debt to rents %	96.7	327.8	313.1	332.0	342.0

£	2022/23 Provisional Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
HRA debt £m	12.587	49.631	54.995	59.305	63.572
Number of HRA dwellings	3,053	3,100	3,212	3,324	3,437
Debt per dwelling £	4,123	16,010	17,122	17,841	18,496

3. Maturity structure of borrowing

These gross limits are set to reduce the council's exposure to large fixed rate sums falling due for refinancing, and are required for upper and lower limits.

The council is asked to approve the following treasury indicators and limits:

Maturity structure of fixed interest rate borrowing 2024/25		
	Lower	Upper
Under 12 months	0%	50%
12 months to under 2 years	0%	50%
2 years to under 5 years	0%	50%
5 years to under 10 years	0%	50%
10 years to under 20 years	0%	50%
20 years to under 30 years	0%	50%
30 years to under 40 years	0%	50%
40 years to under 50 years	0%	50%
50 years and above	0%	50%

Maturity structure of variable interest rate borrowing 2024/25		
	Lower	Upper
Under 12 months	0%	50%
12 months to under 2 years	0%	50%
2 years to under 5 years	0%	50%
5 years to under 10 years	0%	50%
10 years to under 20 years	0%	50%
20 years to under 30 years	0%	50%
30 years to under 40 years	0%	50%
40 years to under 50 years	0%	50%
50 years and above	0%	50%

4. Control of interest rate exposure

Please see paragraphs 3.3, 3.4 and 4.4 of the main report.

5. Ratio of investment property net income to net revenue stream

This indicator identifies the trend in the relative significance of investment property income.

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%	2022/23 Provisional Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
General Fund	5.7	5.7	5.5	5.5	5.5

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ANNEX 2 - TREASURY MANAGEMENT PRACTICE (TMP1) – CREDIT AND COUNTERPARTY RISK MANAGEMENT

The DLUHC issued Investment Guidance in 2018, and this forms the structure of the council's policy below. These guidelines do not apply to either trust funds or pension funds which operate under a different regulatory regime.

The key intention of the Guidance is to maintain the current requirement for councils to invest prudently, and that priority is given to security and liquidity before yield. In order to facilitate this objective the guidance requires this council to have regard to the CIPFA publication Treasury Management in the Public Services: Code of Practice and Cross-Sectoral Guidance Notes. This council adopts the Code and will apply its principles to all investment activity. In accordance with the Code, the Section 151 Officer has produced its treasury management practices (TMPs). This part, TMP 1(1), covering investment counterparty policy requires approval each year.

Annual investment strategy

The key requirements of both the Code and the investment guidance are to set an annual investment strategy, as part of the annual treasury strategy for the following year, covering the identification and approval of the following:

- The strategy guidelines for choosing and placing investments, particularly non-specified investments.
- The principles to be used to determine the maximum periods for which funds can be committed.
- Specified investments that the council will use. These are high security and high liquidity investments in sterling and with a maturity of no more than a year.
- Non-specified investments, clarifying the greater risk implications, identifying the general types of investment that may be used and a limit to the overall amount of various categories that can be held at any time.

The investment policy proposed for the council is:

Strategy guidelines – The main strategy guidelines are contained in the body of the treasury strategy statement.

Specified investments - These investments are sterling investments of not more than one-year maturity, or those which could be for a longer period but where the council has the right to be repaid within 12 months if it wishes. They also include investments which were originally classed as being non-specified investments, but which would have been classified as specified investments apart from originally being for a period longer than 12 months, once the remaining period to maturity falls to under 12 months. These are considered low risk assets where the possibility of loss of principal or investment income is small. These would include sterling investments which would not be defined as capital expenditure with:

1. The UK Government (such as the Debt Management Account deposit facility, UK treasury bills or a gilt with less than one year to maturity).
2. Supranational bonds of less than one year's duration.
3. Local authorities, housing associations, parish councils, community councils, companies controlled by the council (either alone or with other public sector organisations) etc.
4. Money market funds, enhanced money market funds and bond funds that have been awarded a high credit rating by a credit rating agency. This covers pooled investment vehicles rated AAA by Standard and Poor's, Moody's and/or Fitch rating agencies (where rated).

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5. A body that is considered of a high credit quality (such as a bank or building society). This covers bodies with a minimum short term rating of F1 (or the equivalent) and minimum long term rating of A- (or the equivalent) as rated by at least one of Standard and Poor's, Moody's and/or Fitch rating agencies (where rated).
6. Any part nationalised UK bank or building society.
7. Any subsidiary and treasury operations that meet the above criteria or, if not separately rated, where the parent bank or building society has the necessary ratings outlined above.
8. The council's own banker for transactional purposes if the bank falls below the above criteria, although in this case balances will be minimised in both monetary size and time invested.

In accordance with the Code, the council has set additional criteria to set the time and amount of monies which will be invested in these bodies, as set out in the council's annual investment strategy.

Non-specified investments

Non-specified investments are any other type of investment (i.e. not defined as specified above). The council may only use the following non-specified investments:

1. Those with a maturity of no more than 5 years and which otherwise meet the above criteria for specified investments.
2. Multi-asset funds.

The council has applied a limit of £5m for non-specified investments.

The monitoring of investment counterparties

The credit rating of counterparties will be monitored regularly. The Council receives credit rating information (changes, rating watches and rating outlooks) from Link as and when ratings change, and counterparties are checked promptly. On occasion ratings may be downgraded when an investment has already been made. The criteria used are such that a minor downgrading should not affect the full receipt of the principal and interest. Any counterparty failing to meet the criteria will be removed from the list immediately by the Section 151 Officer, and if required new counterparties which meet the criteria will be added to the list.

Use of external fund managers: Except for pooled funds, it is the council's policy not to use external fund managers for any part of its investment portfolio. The council may use pooled investment vehicles and fully appreciates the importance of monitoring the activity and resultant performance of such investments. In order to aid this assessment, the council is provided with a suite of regular reporting from its providers.

ANNEX 3 - GUIDANCE ON TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION POLICY STATEMENT AND ANNUAL INVESTMENT STRATEGY (TMSS)

Prudential Code

The Prudential Code was developed by the Chartered Institute of Public Finance and Accountancy (CIPFA) as a professional code of practice for capital finance, to which local authorities must have regard.

Capital Expenditure

The Capital Expenditure table (section 2.1 of report) is split between the Council's Housing Revenue Account (HRA) and General Fund (GF or non-HRA).

The table also shows the resources used to fund the capital expenditure (being capital receipts from the sale of assets, capital grants, capital reserves and revenue) and any shortfall in resources. This shortfall is described as the 'net financing need' and represents the Council's borrowing need.

Borrowing Need (Capital Financing Requirement)

The Capital Financing Requirement (CFR) represents the Council's aggregate borrowing need. i.e. the element of the capital programme that cannot be funded.

The table (section 2.2 of report) shows how the net financing need (borrowing requirement) increases the CFR.

So that the CFR does not increase indefinitely, an annual resource contribution from revenue must be set against it (called the Minimum Revenue Provision or MRP), which is shown in the table.

Core Funds and Expected Investment Balances

This table (section 2.3 of report) shows that the Council may satisfy its net financing need by borrowing from its own reserves or cashflow (internal borrowing) rather than from an external provider (external borrowing).

Either form of borrowing may only be undertaken for capital expenditure purposes.

MRP Policy Statement

This describes the method for calculating the annual MRP contribution described above (section 2.4 of report).

Borrowing

Current portfolio position – this table (section 3.1 of report) shows that the Council's debt is not more than the CFR because, as above, the CFR represents the Council's aggregate borrowing need.

Borrowing limits (section 3.2 and annex 1 of report) – there are various general controls on the Council's borrowing activity (operational boundary, authorised limit and maturity profiles).

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PWLB is the Public Works Loan Board, which is the part of H.M. Treasury which provides loans to local authorities to finance capital expenditure.

Basis Points

The report may refer to basis points, which is a unit of measure for interest rates. 1 basis point is equal to 0.01%, so 100 basis points is 1%.

Annual Investment Strategy

This section (section 4 of report) sets out general controls on the Council's investment activity to safeguard the security and liquidity of its investments, including:

- Creditworthiness of investment counterparties.
- Counterparty money limits.
- Counterparty time limits.
- Counterparty country limits.

Ratio of Financing Costs to Net Revenue Stream

This table (annex 1 of report) 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 MRP).

Ratio of Investment Property Net Income to Net Revenue Stream

This table (annex 1 of report) shows the relative size of the Council's income from investment property.

ANNEX 4: THANET DISTRICT COUNCIL - CAPITAL STRATEGY 2024/25

1. Background

It is a requirement of the CIPFA Prudential Code for Capital Finance in Local Authorities that local authorities produce a Capital Strategy for consideration and approval by Members.

The Capital Strategy forms part of this council's integrated revenue, capital and balance sheet planning. Capital expenditure and associated investment decisions are taken in-line with service objectives and properly take account of stewardship, value for money, prudence, sustainability and affordability. Due consideration is given to both risk and reward, and impact on the achievement of priority outcomes.

2. Priorities and Objectives

Like most councils, this council has capital expenditure needs that far exceed its potential capital resources, particularly given public sector funding cuts and resource pressures.

Accordingly, this council's Capital Protocol is that financial resources and assets are used to their maximum effect, and that Financial Procedure Rules and Contract Standing Orders are adhered to, with the following objectives:

- a) Corporate Plan/council priorities, including any environmental impact, are considered when prioritising limited resources (see section 3 below).
- b) All financial implications arising from the project are identified (e.g. match funding requirements and ongoing unsupported revenue costs etc.).
- c) The correct authorisation is obtained to enter into an agreement for capital expenditure.
- d) The project progresses as approved and within budget. Any further budget approvals will be sought at the earliest opportunity if it becomes apparent that further funding is needed.
- e) Monitoring takes place in a timely manner, with frequency and detail determined by the risks associated with the capital scheme.
- f) All expenditure is properly procured, incurred and recorded.
- g) The achievement of all project outcomes, outputs and results are assessed as part of post project completion evaluation.
- h) There is a documented audit trail for all expenditure and income relating to the project.
- i) Issues that may affect project delivery are identified and considered appropriately (e.g. legal, VAT and capacity issues).
- j) Any significant changes to the project are considered in the overall prioritisation of the capital programme and the correct authorisation is obtained.

3. Corporate Priorities and Values

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The council will use its corporate priorities to help prioritise its investment in, and disposal of, assets. The current corporate priorities are:

Growth: We will continue to ensure we work to consider new ways to generate income and invest our current resources. Delivering a Council that is financially strong to discharge its services and invest in the growth of the District.

Environment: Having a clean and well-maintained environment remains important to us. We will be clear with our residents on what we will do and what our asks of residents are - cultivating a shared responsibility approach. Delivering a clean and accessible living environment, maintaining an emphasis on prevention but where necessary we will use an enforcement approach.

Communities: Through effective partnership working with both the public sector agencies and the community, we will provide leadership and direction across the district and the region to ensure everyone is working to the same goal. Delivering high-quality housing, safer communities and enhancing the health and wellbeing of our residents.

4. Revenue Implications

As per section 2b, council rules require that all financial implications arising from a capital project are identified, including revenue implications which can include:

- a) The cost of borrowing (the revenue provisions for the repayment of debt and interest charges).
- b) Loss of investment income from capital receipts and/or reserve balances.
- c) Running costs associated with the project.
- d) The positive impact of investment and economic growth on the council's tax base and business rates income.
- e) The generation of additional revenue streams for the council.
- f) The utilisation and attribution of staff time and resources to capital projects including, but not limited to, the need to back-fill officer time attributed to capital schemes.

5. Focussing the capital programme on delivering the council's priorities

The capital programme demands significant resources which, if not managed effectively, can actually impede what the council is looking to deliver. The Capital Strategy is to pay particular attention to better aligning the capital programme to the council's corporate values and priorities.

In particular:

Slippage

Slippage will not be an acceptable norm. Capital schemes will be at risk of having their council funding re-directed should there be delays that cannot be substantiated (schemes that are externally funded may require more flexibility however). As such, schemes will be

profiled accurately so that annual capital budgets reflect the reality of capital scheme delivery. Accordingly, the funding allocated to schemes that are significantly underspent at year-end will be considered for redistribution or returned for savings.

Best use of our Assets

Assumptions that a council owned asset should be invested in or disposed of will be challenged - consideration of whether that asset could be better utilised will need to be evaluated and demonstrated.

Revenue Generation

Opportunities for revenue generation should be explored. Subject to (a) being able to stabilise its financial position, and (b) risk considerations, the council should consider investing in a wider choice of assets that can generate better returns/outcomes. More information is given in the council's Non-Treasury Investments Report.

The Corporate Management Team (CMT) will be taking the lead on achieving the focus the capital programme requires and may, at its discretion, delegate some or all of this work to a sub-team whose membership includes at least one CMT member (the Capital Team).

6. Assessing and Monitoring Schemes

Officer arrangements for assessing and monitoring capital schemes is overseen by CMT (which includes the council's Section 151 Officer) and its Capital Team sub-group. The role of CMT in this regard is:

- a) To coordinate all aspects of the council's Capital Programme including the assessment of bids, preparation of the programme, monitoring and post audit reviews.
- b) To review annually the capital assessment and prioritisation methodology (see section 3 above).
- c) To evaluate and prioritise all projects submitted according to the council's prioritisation methodology.
- d) To produce a capital programme based upon the prioritised scoring methodology .
- e) To monitor capital schemes and to summarise all variation reports received by client officers.
- f) To consider requests for capital bids during the year and, where the request is considered urgent, to score and prioritise within the whole programme, together with making funding arrangements.
- g) To review the scheme evaluation reviews and ensure lessons learnt and where necessary to amend the Capital Protocol.
- h) To review all capital slippage and underspends at financial year end and re-evaluate with regards to the council's priorities and resources.

As per section 5, CMT may, at its discretion, delegate some or all of this work to a sub-team whose membership includes at least one CMT member (the Capital Team).

The criteria for capital bids include:

- a) Meeting Corporate Priorities or requiring Health and Safety action.
- b) Not having a revenue impact that cannot be funded.
- c) Being clear as to the benefits the project provides.
- d) Identifying how the project will be managed.
- e) Having robust estimates for future costs and revenues.
- f) The sensitivity of costs and revenues to both external and internal risks.

On the basis of recommendations drawn up by CMT and/or the Capital Team, Cabinet considers and approves the proposed draft capital programme for inclusion within the budget. This budget is then recommended to full council for approval of the final capital budgets for the year ahead. Cabinet is to receive regular capital budget monitoring reports and a final outturn report at year end showing scheme performance; specifically underspends, overspends and slippage supported by explanations.

7. Additional Resources and Links with External Bodies

Project appraisals consider additional and alternative funding sources, match funding requirements, bidding time frames and the likely success in being awarded grants.

Grants are allocated in relation to specific programmes or projects and this council aims to maximise such funding; developing appropriate partnership, joint working and cross agency initiatives to address council priority needs. Partners include central and local government, government agencies, representative bodies of the local community, voluntary groups, housing associations, health bodies, the police, and the private sector business community.

8. Asset Management

An Asset Management Plan is the report on the systematic preparation of information to optimise the deployment and utilisation of land, buildings and other assets. Accordingly the council's Asset Management Plan informs the links to both the council's capital strategy and capital programme.

9. The council's capital spending

Details of the Council's capital programme, capitalisation policies, capital financing, borrowing/funding restrictions, knowledge and skills, long-term liabilities and treasury management are shown in the following documents (which are all available on the Council's website www.thanet.gov.uk):

- a) Medium Term Financial Strategy
- b) Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy

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- c) Statement of Accounts
- d) Non-Treasury Investments Report
- e) Budget monitoring reports

The council's Section 151 Officer is satisfied with the affordability and risk associated with this Capital Strategy, that the knowledge and skills available to the authority are commensurate with its risk appetite and activities and, where appropriate, it has access to specialised advice to enable him to reach this conclusion.

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**ANNEX 5: THANET DISTRICT COUNCIL - NON-TREASURY INVESTMENTS REPORT
2024/25**

1. Background

This Non-Treasury Investments Report is produced in connection with the CIPFA Treasury Management in the Public Services Code of Practice and CIPFA Prudential Code for Capital Finance in Local Authorities.

'Treasury management investments' activity covers those investments which arise from the council's cash flows and debt management activity, and ultimately represents balances which need to be invested until the cash is required for use in the course of business. The council's permitted treasury investments are set out in the Annual Investment Strategy.

'Non-treasury investments' are investments in financial assets and property primarily for service purposes and/or financial return that are not part of treasury management activity.

2. Permissible non-treasury investments

As per Non-Treasury Investments Reports to 30 March 2022, this council could:

- a) purchase property for service and/or commercial purposes.
- b) make investments for service and/or commercial purposes.
- c) make loans for service and/or commercial purposes.

This was amended from 1 April 2022 so that, for a new non-treasury investment in a new asset, the council may only purchase property, make investments and/or make loans for service purposes (i.e. not for purely/primarily commercial purposes, though it may still generate revenue).

Service investments are held in relation to council services (including service delivery, housing, regeneration and preventative action) whereas commercial investments are held for mainly financial reasons.

If a local authority is planning to acquire investment assets bought primarily for yield then it is now unable to borrow from the Public Works Loan Board (PWLB) to finance any expenditure in its capital plan. PWLB guidance is that investment assets bought primarily for yield would usually have one or more of the following characteristics:

- i) buying land or existing buildings to let out at market rate.
- ii) buying land or buildings which were previously operated on a commercial basis which is then continued by the local authority without any additional investment or modification.

- iii) buying land or existing buildings other than housing which generate income and are intended to be held indefinitely, rather than until the achievement of some meaningful trigger such as the completion of land assembly.
- iv) buying a speculative investment asset (including both financial and non-financial assets) that generates yield without a direct policy purpose.

3. Existing non-treasury investments

This council's existing non-treasury investments include:

a) Investment Property

The council's 2022/23 draft accounts show a 31 March 2023 balance sheet value of £25.288m for investment property. These accounts give a net yield of £1.182m from investment property (rental income less direct operating expenses), which represents an annual percentage yield of 4.7%. It is considered that any plausible losses from the council's investment property could be absorbed in budgets or reserves without unmanageable detriment to local services.

As at 31 March 2023 the council had approximately 200 investment properties of various types with an average balance sheet value of £126,000 per unit; including retail premises, leisure and sporting facilities, maritime related assets, land and industrial units.

The council undertakes periodic reviews of its property, including evaluation of whether to meet expected borrowing needs by taking new borrowing or by property disposal.

b) Investments and Loans

Your Leisure Kent Limited (YL): This council engages YL, which is an Industrial and Provident Society with charitable status, to run its leisure facilities. YL was registered on the Mutuals Public Register on 16 April 1999 and was called Thanet Leisure Force Limited until 26 March 2013. The principal activity of YL is the management of leisure, hospitality and entertainment facilities and associated service provision for the local communities in the Dover and Thanet districts.

East Kent Opportunities LLP (EKO): To aid economic development and regeneration in Thanet, this council in partnership with Kent County Council set up EKO as a limited liability partnership. EKO was incorporated on 4 March 2008 with this Council and Kent County Council having 50:50 ownership, control and economic participation in EKO.

The council acts as guarantor for YL in respect of certain loans taken out by YL. These arrangements are described in the 'Critical Judgements in applying Accounting Policies' note to the council's Statement of Accounts.

In addition, the council makes loans from time to time to one or both of YL and EKO for service purposes.

4. Investment Management Practices

Non-treasury investments are subject to the council's normal approval processes for revenue and capital expenditure and need not comply with the specific requirements of the council's annual Treasury Management Strategy Statement and Investment Strategy. These processes ensure effective due diligence and consideration of the council's risk appetite (including proportionality in respect of overall resources), that independent and expert advice is taken where appropriate, that scrutiny arrangements are properly made, and that ongoing risk management is properly undertaken and acted upon.

Details of risk management, performance measurement and management, decision making, governance, due diligence, reporting and knowledge and skills are shown below and in the following documents (which are all available on the council's website www.thanet.gov.uk):

- a) Medium Term Financial Strategy
- b) Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy
- c) Statement of Accounts
- d) Capital Strategy

The key principle of control of risk, and optimising returns consistent with the council's risk appetite, is applied across all investment activities.

5. Risk Management

The council's risk appetite for any non-treasury investment should be clearly determined, both individually and collectively, including the potential impact on the overall sustainability of the council if the investment does not perform as intended. Key considerations also include:

- a) The significance of the amount and variability of both the investment income and capital value to balancing the council's budget.
- b) How the investment is financed and its liquidity, given the council's cash flow requirements.
- c) Maximum periods for which funds may prudently be committed.
- d) The setting of quantitative indicators to better assess risk exposure (including how investments are funded and the rate of return over both the payback period of the investment and the length of any associated borrowing).

6. Performance Measurement and Management

Performance measurement and management of any non-treasury investment should include both the ongoing capital value/security and yield. Key considerations include:

- a) Regular fair value assessments (at least annually), including the limitations and assumptions inherent in such assessments.
- b) Procedures to highlight key ongoing risks and changes in market conditions that may adversely impact the security, liquidity and/or yield of any investment.
- c) Ongoing repairs and other costs to maintain the income and value of any property investment.
- d) Any mitigating action required and undertaken to protect the income and value of any investment.

7. Decision Making, Governance and Due Diligence

Decision making will be as open and transparent as possible. Key considerations include:

- a) The formulation and developments of business cases for approval.
- b) Enhanced decision making and scrutiny, according to risk.
- c) Arrangements for professional due diligence, including obtaining professional advice where appropriate.
- d) The identification and quantification of any implied material subsidies in investments for service/regeneration purposes.

8. Reporting, Knowledge and Skills

Robust arrangements will be made for the assessment, implementation and monitoring of any non-treasury investments; including:

- a) Reporting any material increase in risk to capital and/or yield.
- b) Regularly reviewing performance and risk reporting arrangements.
- c) Ensuring that the range of skills required (including finance, property and economic regeneration) are available, either in-house or externally sourced.
- d) Arranging any specific staff training or qualifications that may be needed to meet future requirements (capacity, skills, knowledge and culture).

ANNEX 6 - LINK'S ECONOMIC AND INTEREST RATE FORECAST (ISSUED BY LINK ON 17 NOVEMBER 2023)

1. The council has appointed Link Group as its treasury advisor and part of their service is to assist the council to formulate a view on interest rates. Link provided the following forecasts on 7 November 2023. These are forecasts for Bank Rate, average earnings and PWLB certainty rates, gilt yields plus 80 basis points (bps).

Link Group Interest Rate View	07.11.23												
	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26
BANK RATE	5.25	5.25	5.25	5.00	4.50	4.00	3.50	3.25	3.00	3.00	3.00	3.00	3.00
3 month ave earnings	5.30	5.30	5.30	5.00	4.50	4.00	3.50	3.30	3.00	3.00	3.00	3.00	3.00
6 month ave earnings	5.60	5.50	5.40	5.10	4.60	4.10	3.60	3.40	3.10	3.10	3.10	3.10	3.10
12 month ave earnings	5.80	5.70	5.50	5.20	4.70	4.20	3.70	3.50	3.30	3.30	3.30	3.30	3.30
5 yr PWLB	5.00	4.90	4.80	4.70	4.40	4.20	4.00	3.80	3.70	3.60	3.50	3.50	3.50
10 yr PWLB	5.10	5.00	4.80	4.70	4.40	4.20	4.00	3.80	3.70	3.70	3.60	3.60	3.50
25 yr PWLB	5.50	5.30	5.10	4.90	4.70	4.50	4.30	4.20	4.10	4.10	4.00	4.00	4.00
50 yr PWLB	5.30	5.10	4.90	4.70	4.50	4.30	4.10	4.00	3.90	3.90	3.80	3.80	3.80

2. Additional notes by Link on this forecast table: -

Link's central forecast for interest rates was previously updated on 25 September and reflected a view that the Monetary Policy Committee (MPC) would be keen to further demonstrate its anti-inflation credentials by keeping Bank Rate at 5.25% until at least H2 2024. Link expects rate cuts to start when both the Consumer Price Index (CPI) inflation and wage/employment data are supportive of such a move, and that there is a likelihood of the overall economy enduring at least a mild recession over the coming months, although most recent Gross Domestic Product (GDP) releases have surprised with their on-going robustness.

Naturally, timing on this matter will remain one of fine judgement: cut too soon, and inflationary pressures may well build up further; cut too late and any downturn or recession may be prolonged.

In the upcoming months, Link's forecasts will be guided not only by economic data releases and clarifications from the MPC over its monetary policies and the Government over its fiscal policies, but also international factors such as policy development in the US and Europe, the provision of fresh support packages to support the faltering recovery in China as well as the on-going conflict between Russia and Ukraine, and Gaza and Israel.

On the positive side, consumers are still anticipated to be sitting on some excess savings left over from the pandemic, which could cushion some of the impact of the above challenges and may be the reason why the economy is performing somewhat better at this stage of the economic cycle than may have been expected. However, most of those excess savings are held by more affluent households whereas lower income families already spend nearly all their income on essentials such as food, energy and rent/mortgage payments.

3. PWLB RATES

Gilt yield curve movements have broadened since Link's last Newsflash. The short part of the curve has not moved far but the longer-end continues to reflect inflation concerns. At the time of writing there is 60 basis points difference between the 5 and 50 year parts of the curve.

4. The balance of risks to the UK economy: -

- The overall balance of risks to economic growth in the UK is to the downside.

5. Downside risks to current forecasts for UK gilt yields and PWLB rates include: -

- **Labour and supply shortages** prove more enduring and disruptive and depress economic activity (accepting that in the near-term this is also an upside risk to inflation and, thus, could keep gilt yields high for longer).
- **The Bank of England** has increased Bank Rate too fast and too far over recent months, and subsequently brings about a deeper and longer UK recession than Link currently anticipates.
- **UK / EU trade arrangements** – if there was a major impact on trade flows and financial services due to complications or lack of co-operation in sorting out significant remaining issues.
- **Geopolitical risks**, for example in Ukraine/Russia, the Middle East, China/Taiwan/US, Iran and North Korea, which could lead to increasing safe-haven flows.

6. Upside risks to current forecasts for UK gilt yields and PWLB rates: -

- Despite the recent tightening to 5.25%, the **Bank of England proves too timid** in its pace and strength of increases in Bank Rate and, therefore, allows inflationary pressures to remain elevated for a longer period within the UK economy, which then necessitates Bank Rate staying higher for longer than Link currently projects.
- **The pound weakens** because of a lack of confidence in the UK Government's pre-election fiscal policies, resulting in investors pricing in a risk premium for holding UK sovereign debt.
- Longer-term **US treasury yields** rise strongly if inflation remains more stubborn there than the market currently anticipates, consequently pulling gilt yields up higher. (We saw some movements of this type through October although generally reversed in the last week or so).
- Projected **gilt issuance, inclusive of natural maturities and quantitative tightening (QT)**, could be too much for the markets to comfortably digest without higher yields compensating.

7. Borrowing advice: Link's long-term (beyond 10 years) forecast for Bank Rate has increased from 2.75% to 3% and reflects Capital Economics' research that suggests artificial intelligence (AI) and general improvements in productivity will be supportive of a higher neutral interest rate. As all PWLB certainty rates are currently significantly above this level, borrowing strategies will need to be reviewed in that context. Overall, better value can generally be obtained at the shorter end of the curve and short-dated fixed Local Authority (LA) to LA monies should be considered. Temporary borrowing rates will remain elevated for some time to come but may prove the best option whilst the market continues to wait for inflation, and therein gilt yields, to drop back later in 2024.

8. Link's suggested budgeted earnings rates for investments up to about three months' duration in each financial year are rounded to the nearest 10bps and set out below. Investment

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earnings have been revised somewhat higher for all years from 2025/26 as Bank Rate is forecast to remain higher for longer.

Average earnings in each year	Now	Previously
2023/24 (residual)	5.30%	5.30%
2024/25	4.70%	4.70%
2025/26	3.20%	3.00%
2026/27	3.00%	2.80%
2027/28	3.25%	3.05%
Years 6 to 10	3.25%	3.05%
Years 10+	3.25%	3.05%

9. As there are so many variables at this time, caution must be exercised in respect of all interest rate forecasts.
10. Link's interest rate forecast for Bank Rate is in steps of 25 bps, whereas PWLB forecasts have been rounded to the nearest 10 bps and are central forecasts within bands of + / - 25 bps. Naturally, Link continues to monitor events and will update its forecasts as and when appropriate.

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MEMBERS ALLOWANCES SCHEME 2024/25

Council	22 February 2024
Report Author	Nicholas Hughes – Committee Services Manager
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Ward:	All Wards

Executive Summary:

This report is provided to allow the Council to agree the members allowances scheme for the 2024/25 financial year.

Once the scheme is agreed it will be forwarded to the East Kent Joint Independent Remuneration Panel for them to comment on. Any recommendations will then be considered by Council at a future meeting, if no recommendations are made by the EKJIRP, the Council's S.151 officer will finalise the scheme via an Officer decision notice.

Recommendation(s):

1. To adopt the proposed 2024/25 Members allowances scheme as set out at annex 1 to this report and to refer the scheme to EKJIRP for them to consider.
2. Any recommendations from the EKJIRP altering the proposed scheme will be reported back to Council for consideration.
3. If no recommendations are received from the EKJIRP, Council delegates the authority to approve the final scheme to the S.151 Officer.

Corporate Implications

Financial and Value for Money

The financial implications of the decision to uplift the existing allowances is included within the body of this report and can be contained within existing wider Council budgets. Assumptions around future year increases are already factored into the 24/25 Medium Term Financial Strategy and as a result, are also containable.

Legal

The Council is required to have regard to the recommendations of EKJIRP in making a scheme of allowances.

Section 18 of the Local Government and Housing Act 1989 permits the Secretary of State, by regulations, to make a scheme providing for the payment of a basic allowance, an attendance allowance and a special responsibility allowance to members of a local authority. Section 100 of the Local Government Act 2000 permits the Secretary of State, by regulations, to provide for travelling and subsistence allowances for members of local authorities, allowances for attending conferences and meetings and reimbursement of expenses. In exercise of these powers the Secretary of State has made the Local Authorities (Members' Allowances) (England) Regulations 2003.

The Regulations require the council to make a scheme before the beginning of each year for the payment of basic allowance. The scheme must also make provision for the authority's approach to special responsibility allowance, dependants' carers' allowance, travelling and subsistence allowance and co-optees' allowance. The scheme may also provide for other matters of the kind dealt with in the proposed scheme.

When considering the scheme, the Council must have due regard to the need to eliminate unlawful conduct under the Equality Act 2010, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who don't (the public sector equality duty). This consideration should be supported by a proportionate level of equality analysis.

Corporate

The level of allowances may be seen as both impacting on the public's perception of the Council and a factor in making public services as a Councillor attractive to a broad range of potential candidates.

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.

Although it does not directly relate to protected groups, the draft scheme contains the ability to pay a dependent carers allowance to Councillors. This contributes to aims 1 and 2 of the Equality Act as it removes barriers to Councillors standing who have relatives that may be in need of dependent care.

Corporate Priorities

This report relates to the following corporate priorities: -

- To keep our district safe and clean
- To deliver the housing we need

- To protect our environment
- To create a thriving place
- To work efficiently for you

1.0 Introduction and Background

1.1 This paper gives Council the opportunity to adopt a Members' Allowances Scheme for the 2024/25 financial year. The proposed scheme includes a proposed increase of 5.75% to allowances and special responsibility allowances which mirrors the 2024/25 staff pay award. This is in accordance with the resolution from the Council meeting on 12 October 2023, that there should be a yearly index link so that the increase to the allowances scheme matches what staff receive as their cost of living increase.

2.0 Basic Allowance

2.1 The 2024/25 Staff cost of living increase was 5.75%, as a result it is proposed that both allowances and SRA's are increased by this amount. A full table of the increases is attached at Annex 1 to this report.

2.2 There are no other changes to the scheme.

3.0 Commencement Date

3.1 The new scheme of allowances would commence from 1 April 2024.

4.0 Options

4.1 i) Council can choose to either

- a) Agree the proposed new scheme including the index linked increase of 5.75%.
- b) Agree the proposed new scheme including an alternative increase or decrease.

and

ii) Any recommendations from the EKJIRP altering the proposed scheme will be reported back to Council for consideration.

iii) If no recommendations are received from the EKJIRP, Council delegates the authority to approve the final scheme to the S.151 Officer.

5.0 Next Steps

5.1 It is for Council to agree the Members' Allowances Scheme. However the scheme and any amendments made would need to be the subject of consultation with the East Kent Joint Independent Remuneration Panel. The Remuneration Panel can then make recommendations back to Council, any recommendations will then be considered by Council at a future meeting. If no recommendations are received from

the EKJIRP, the Council is asked to delegate the authority to approve the final scheme to the S.151 Officer

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

Annex List

Annex 1: 2024/25 Draft Scheme of Members Allowances.

Background Papers

There are no background papers with this report.

Corporate Consultation

Finance: Matthew Sanham (Head of Finance and Procurement)

Legal: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

Part 6 - Members' Allowances

Scheme 2024/25

- 1.1 This scheme is made in exercise of the powers conferred by The Local Authorities (Members' Allowances) (England) Regulations 2003 and of all other enabling powers, the Council having had regard to the recommendations made to it by an independent remuneration panel.
- 1.2 This scheme shall take effect on and from the 1 April 2024 and shall remain effective for the purposes of the determination and payment of any allowances to Members until it is next reviewed by Council.
- 1.3 Where a Member of the Council is also a Member of another authority, that Member may not receive allowances from more than one authority in respect of the same duties.
- 1.4 This scheme shall be construed in accordance with the meanings contained within the above Regulations.

Basic Allowance

- 1.5 The annual entitlement to Basic Allowance for each Member is the amount detailed in **Schedule 1**.

Special Responsibility Allowance

- 1.6 The annual entitlement to a Special Responsibility Allowance for each Member having a special responsibility is the relevant amount in relation to that responsibility detailed in **Schedule 1**.
- 1.7 Where a Member would otherwise be entitled to claim more than one Special Responsibility Allowance only one shall be payable, normally the higher unless the member gives notice in writing to the Committee Services Manager that he or she wishes to receive the lower.
- 1.8 Where Members of the Council are divided into at least two political groups and a majority belong to the same political group a Special Responsibility Allowance shall be paid to at least one person who is not a member of the controlling group.

Dependants' Carers' Allowance

- 1.9 Members are entitled to claim Dependants' Carers' Allowance for expenses necessarily incurred in arranging care on account of any 'Approved Duty'. The current allowance is included in **Schedule 1**.
- 1.10 The definition of a dependant for the purpose of payment of this allowance is that used in S57A (3) of the Employment Rights Act 1996. This is a spouse or partner, a child, a parent, a person who lives in the same household but who is not an employee, tenant, lodger or boarder.

- 1.11 Additionally the secondary carer must not be a member of the claimant's immediate family i.e. spouse or partner, other children of the Member or the Member's spouse or any member of the Member's family who lives at the same address as the Member. Nor can it be an employee, tenant, lodger or boarder who lives at that address.
- 1.12 Payment of Dependants' Carers' Allowances will be on the production of invoices and is limited to no more than one hundred hours per quarter. [**Note:** To avoid excess administration in processing claims, these should be submitted on a quarterly basis.]

Travelling and Motor Mileage Allowances

- 1.13 Members will be reimbursed car mileage only from their home to place of duty and return in respect of attendance at Approved Duties, or as the Council's representative, in accordance with the rates set out in **Schedule 1**.
- 1.14 If a Member visits the vicinity of the place of duty for some other purpose and then goes directly to the approved duty, a claim should not be made.
- 1.15 Subject to paragraph 1.16 below, for journeys outside the District, car mileage reimbursement will be capped at the cost of an equivalent journey by public transport (meaning the standard open rail fare together with reasonable taxi/bus fares, parking charges and underground fares incurred, or which would have been incurred if the Member had travelled by public transport). If, however, the costs of an equivalent journey by public transport equals or exceeds car mileage costs, full mileage costs will be reimbursed.
- 1.16 Notwithstanding that the cost of car mileage reimbursement would exceed the cost of an equivalent journey by public transport, a Member will nevertheless be entitled to claim mileage for out of district travel:-
- (i) If he or she car shares with either an officer or one or more members, any of whom would have been entitled to make a mileage claim had they travelled independently; or
 - (ii) If the Committee Services Manager agrees in writing that the meeting, seminar, conference, event, presentation, service or other approved duty that necessitated the journey was not reasonably practical to make by public transport due to any or a combination of the following factors:-
 - the distance from the members home to the nearest railway station;
 - the location of the meeting;
 - the start or finish time of the meeting;
 - the amount of luggage to be taken; and
 - the overall journey time on public transport compared to travel by car.
- 1.17 The written agreement of the Committee Services Manager under paragraph 1.16 above should normally be sought in advance of the intended journey but in exceptional circumstances may be obtained subsequently. In addition, where it is

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likely that a Member will be travelling to the same destination one more than one occasion, the Committee Services Manager shall be entitled to give the Member his agreement in writing to all such journeys.

- 1.18 Travelling and motor mileage allowances may be payable for attendance at any official meetings of the Council to which members of more than one party are invited to attend and also for representation on those bodies included in **Schedule 2**.

Subsistence

- 1.19 Payment of subsistence allowances in connection with any approved duty shall be in accordance with the provisions, including the maximum amounts payable, set out in **Schedule 1**.

Explanation of "Approved Duty"

- 1.20 Approved Duties comprise the following:-
- a) a meeting of the authority or of any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee of such a body;
 - b) any other meeting, the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and one or more other authorities, or a sub-committee of such a joint committee, provided that –
 - i) where the authority is divided into two or more political groups, it is a meeting to which members of at least two such groups have been invited, or
 - ii) if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited;
 - c) a meeting of any association of authorities of which the authority is a member.
 - d) the carrying out of any other duty approved by the Council, or any duty of a class so approved, for the purpose of or in connection with the discharge of the functions of the Council or any of its committees or sub-committees. [Attendances at meetings of the bodies listed in Schedule 2 have been approved.]
 - e) There is also a general duty permitting the Leader or nominated deputy to represent the Council at formal meetings not specified elsewhere, with other authorities, official bodies or agencies for the purposes of any function of the Council, but excluding meetings organised by private individuals or commercial organisations.
- 1.21 Scrutiny Panel Members attending meetings of the Cabinet are entitled to claim travelling allowance and any Member speaking on an issue relevant to their Ward at a meeting of the Cabinet with the consent of the Leader or in accordance with Council rules is also entitled to claim travelling allowance.

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- 1.22 If any Overview or Scrutiny Panel requires a Member of the Cabinet to attend before it in relation to matters within that Member's remit, then that Member is entitled to claim travelling expenses.
- 1.23 Where Cabinet Members attend non-executive meetings to observe only this is not deemed to be an approved duty and travelling expenses will not be paid.
- 1.24 Where any Member attends any Committee to speak on an item with the Chairman's consent, this attendance will be an approved duty for payment of travelling expenses.
- 1.25 Members are entitled to claim travelling expenses for Committee briefings and for all Partnership meetings or Chairman and Vice-Chairman meetings with the Lead Officer and these meetings are therefore approved duties.
- 1.26 This Scheme does not allow for travelling expenses to be paid to individual Members arranging meetings with officers as this is deemed to be part of the Member's role and Members' allowances paid are calculated to reflect these extra duties.
- 1.27 For any other ad hoc briefings e.g. on major developments, Members from all political groups with in excess of 5 Members will need to be invited to these briefings in order for travelling allowances to be paid.
- 1.28 No allowance shall be payable if such payment would be contrary to provision made by or under any enactment.
- 1.29 Members who attend committee meetings of which they are not a member (under Council Procedure Rule 20(1)) shall be entitled to claim travelling expenses.
- 1.30 Co-opted and Independent members shall be treated as Members of the Council for the purposes of Approved Duties.

Renunciation

- 1.31 A Member may, by notice in writing given to the Democratic Services and Scrutiny Manager, elect to forego any part of his/her entitlement to an allowance under this scheme.

Part Year Entitlements

- 1.32 The provisions of this paragraph shall have effect to regulate the entitlements of a Member to Basic and Special Responsibility Allowances where in the course of the year
 - The Scheme is amended; or
 - That Member becomes, or ceases to be, a Member, or
 - He/she accepts or relinquishes a special responsibility in respect of which a Special Responsibility Allowance is payable
- 1.33 If an amendment, or amendments, to this scheme change(s) the amount of the Basic Allowance or a Special Responsibility Allowance to which a Member is entitled, then for each period in a particular year during which the relevant amounts are applicable, the entitlement to such allowance(s) shall be calculated on the basis of the equivalent

daily rate(s) that is/are applicable to the relevant periods.

- 1.34 Where the term of office of a Member begins or ends at any time other than at the beginning or end of a year, the entitlement of that Member to a Basic Allowance shall be calculated on the basis of the equivalent daily rate that is applicable to the relevant period.
- 1.35 Where both:
- this Scheme is amended as described in sub-paragraph 1.32; and
 - the term of office of a Member begins and/or ends as described in paragraph 1.33; then
 - the entitlement of any such Member to a basic allowance shall be calculated on the basis of the equivalent daily rate that is applicable to the relevant periods.
- 1.36 Where a Member has during part of, but not throughout, a year such special responsibilities as entitle him/her to one or more Special Responsibility Allowances, that Member's entitlement shall be calculated on the basis of the equivalent daily rate(s) that is/are applicable to the relevant periods.
- 1.37 Where this scheme is amended as mentioned in paragraph 1.32 and a Member has during part, but does not have throughout the whole, of any period mentioned in paragraph 1.33 any such special responsibilities as entitle him/her to one or more Special Responsibility Allowances, that Member's entitlements shall be calculated on the basis of the equivalent daily rate(s) that is/are applicable to the relevant periods.

Repayment and Withholding of Allowances

- 1.38 Where payment of any Basic Allowance or Special Responsibility Allowance has already been made after a Member, ceases to be a Member of the Council or is in any other way not entitled to receive any such allowance in respect of that period, the Council may require that such part of the allowance as relates to any such period be repaid.

Payments and Claims

- 1.40 Allowances will be paid in instalments of one-twelfth of the amounts specified in this scheme by BACS transfer on the 19th of the month, one month in arrears.
- 1.41 Where a payment of one-twelfth of the amount specified in this scheme in respect of a Basic Allowance or a Special Responsibility Allowance would result in the Member receiving more than the amount to which, by virtue of paragraph 1.33, he/she is entitled, the payment shall be restricted to such amount as will ensure that no more is paid than the amount to which he/she is entitled.
- 1.42 Claims for Dependants' Carers' Allowances, Travel and Subsistence Allowances and Co-optee's Allowance (if applicable) shall be made within three months from the date on which an entitlement arises.
- 1.43 Nothing in the above paragraph shall prevent the Council from making a payment where an allowance is not claimed within that period.

Pensions

- 1.44 In accordance with the Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014, no Member of Thanet District Council is entitled to be a member of the Local Government Pension Scheme after 11 May 2015.

With effect from the 1st day of April 2024 pursuant to a resolution of the Thanet District Council passed on the 22 February 2024.

MEMBERS' ALLOWANCES SCHEME – 2024/25

Basic Allowance

£5,316 each Member x 56 = £297,696

Special Responsibility Allowances

Position	Number	Allowance £	Possible maximum expenditure £
Executive			
Leader	1	£21,044	£21,044
Deputy Leader	1	£12,584	£12,584
Cabinet Portfolio Holder	4	£9,306	£37,224
Non-Executive			
Chairman of Council	1	£2,538	£2,538
Vice Chairman of Council	1	£1,798	£1,798
Opposition Group Leader	1	£9,306	£9,306
Deputy Opposition Group Leader	1	£3,278	£3,278
Opposition Spokesperson	4	£3,278	£13,113
Scrutiny Panel Chairman	1	£9,306	£9,306
Scrutiny Panel Vice-Chairman	1	£3,701	£3,701
Planning Committee Chairman	1	£6,028	£6,028
Planning Committee Vice-Chairman	1	£1,375	£1,375
Licensing Committee Chairman	1	£3,701	£3,701
Licensing Committee Vice-Chairman	1	£952	£952
Governance and Audit Committee - Chairman	1	£6,028	£6,028
Governance and Audit Committee – Vice-Chairman	1	£1,375	£1,375
Standards Committee - Chairman	1	£1,375	£1,375
Standards Committee – Vice-Chairman	1	£529	£529

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Standards Committee – other Independent Member	2	£317	£635
“Independent Person”	1	£317	£317
Substitute “Independent Person”	1	£159	£159
JTB Chairman	1	£1,375	£1,375
TOTAL SRAs only			£137,739

Total basic + SRAs = £435,435

(1) Co-optees and "independent" Members shall be treated as Members of Thanet District Council for this purpose.

Dependants' Carers' Allowances

An allowance for any approved duty subject to the conditions set out in paragraph 4 of the 'Members Allowances Scheme'.

Motor Mileage Allowance

Payable in accordance with the Mileage rates as set out in the TDC staff travel plan:

For the duration of this scheme the rates are as follows:

(i) For journeys within the District (casual user rate)

21.69 pence per mile

(ii) In exceptional circumstances and provided approval of the Committee Services Manager is obtained prior to the journey (see paragraph 1.16 of the Scheme) for journeys outside the District (essential user rate)

45 pence per mile*

(iii) Journeys by rail outside the District

standard open class rail fare

(iv) Cycling Allowance (HMRC Guidance)

20.4p per mile

* Normally for journeys outside of the district the equivalent of a standard open class rail will be paid.

Subsistence Allowances

Subsistence allowances will be payable to Members who are prevented by their official duties from taking a meal at their home, or place of work where they normally take their meals, and thereby incur additional expenditure. A Member will be required to submit receipts in order for reimbursement to be made.

Overnight Accommodation

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Members who are required to make overnight stays in the performance of their official duties should, whenever possible, pre-book accommodation of an appropriate standard and obtain approval from the Head of Legal and Democratic Services. Arrangements should be made for an invoice to be submitted directly to the Council. If this is not possible, a detailed VAT receipt MUST be obtained to substantiate the claim.

Out of Pocket Expenses

Expenses are claimable if a Member is required to stay away from home overnight. They cover such items as newspapers and personal telephone calls.

Allowances payable as at 01/04/2024

	Subsistence Allowances (£)	
Subsistence	Breakfast	7.36
	Lunch	10.17
	Tea	4.03
	Evening Meal	12.59
Out of pocket expenses	Per night	5.73
	Per week	22.90

**DUTIES WHICH ARE APPROVED FOR THE PURPOSE OF
CLAIMING TRAVELLING & SUBSISTENCE**

Representation on the following bodies

Action with Communities in Rural Kent (T)
Age UK: Thanet (T)
British Ports Association (TS)
British Destinations (AGM, Annual Conference and Executive meetings) (TS)
Campaign to Protect Rural England (T)
Citizens' Advice Bureau, Thanet (T)
Community Safety Partnership (T)
Domestic Violence Forum (T)
East Kent Opportunities Ltd (T)
East Kent Spatial Development Company (T)
Kent Police and Crime Panel (T)
Local Government Association Coastal Special Interest Group (TS)
Local Government Association Strategic Aviation Specialist Interest Group
Local Government Association District Council's Network (TS)
Local Government Association (General Assembly) (TS)
Manston Skills and Employment Board (T)
Margate Town Partnership (T)
Millmead Children's Centre Partnership (T)
Multiple Sclerosis Society (T)
Parking and Traffic Regulation Outside London (Adjudication Joint Committee) (T)
Powell Cotton Museum and Quex House (T)
River Stour (Kent) Internal Drainage Board (T)
Sandwich and Pegwell Bay National Nature Reserve Steering Group (T)
South East England Councils (SEEC) (TS)
Supporting People in Kent Commissioning Body (T)
Thanet Countryside Trust (T)
Thanet Harbour Users' Groups (T)
Thanet Quality Bus Partnership (T)
Thanet Rural Regeneration Group (T)
Thanet Sports Network (T)
The Friends of Margate Cemetery Trust (T)
Trust for Thanet Archaeology (T)
Tourism South East (T)
Your Leisure Thanet Sub-Group (T)
Youth Advisory Group (T)

(TS) Travel and Subsistence allowance may be claimed.

(T) Travel allowance only may be claimed.

Covering Report Draft Calendar of Meetings 2024-27

Annual Council	22 February 2024
Report Author	Committee Service Manager
Portfolio Holder	Councillor Yates, Cabinet Member for Corporate Services
Status	For Decision
Classification:	Unrestricted
Key Decision	Yes
Ward:	Thanet Wide

Executive Summary:

Before the end or at the beginning of each municipal year the Council ought to agree a calendar of meetings for the following year in order to help plan the council's business more efficiently. The council could even go further if Members so wish and set out a schedule of Council meetings for more than one year. The purpose of this report is therefore to present proposals for a calendar of meetings to cover the period beginning February 2024 to May 2027.

Recommendation(s):

That Council agrees the updated calendar of meetings for February 2024 to May 2027 as set out at Annex 1 to the report.

Corporate Implications

Financial and Value for Money

There are no financial implications arising directly from this report.

Legal

There are no particular legal implications arising directly from this report. The functions that are the subject of this report are for Council to decide. It is usual for the calendar of meetings to be decided at the annual meeting of Full Council but there is nothing to prevent the Calendar being determined at the proposed time as recommended in this report.

Corporate

In order to enable the efficient administration of council business and delivery of council services, there needs to be planned activities that cover the period of a municipal/financial year. Planned schedule of meetings advises both officers and Members on when to carry out given council activities and to that end enhances the decision making process..

Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty: -
(Delete as appropriate)

- To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.
- To advance equality of opportunity between people who share a protected characteristic and people who do not share it
- To foster good relations between people who share a protected characteristic and people who do not share it.

There are no equity and equality issues arising directly from this report but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.

CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- To keep our district safe and clean;
- To deliver the housing we need;
- To protect our environment;
- To create a thriving place;
- To work efficiently for you.

1.0 Introduction and Background

1.1 Although it has been the tradition on previous occasions that a programme of ordinary meetings of the Council for the year was approved by Council at any one time, suggestions have been offered before by officers and agreed by Members to approve a programme that had more than one year's schedule of meetings.

1.2 This approach would enable Council service areas to plan their work ahead of time. The current multi-year calendar of meetings was approved by Council on 13 May 2021.

1.3 It is therefore proposed in the report that Members agree the calendar of meetings at this Annual meeting.

1.4 Council has the ability to make in-year changes to this work programme.

2.0 The Current Situation

2.1 The current calendar of meetings runs up to the end of May 2024.

2.2 Council is asked to approve the amended calendar of meetings for 2024 to 2027 as set out in Annex 1.

3.0 Options

3.1 That Council agrees the calendar of meetings for February 2024 to May 2027.

3.2 That Members suggest any appropriate amendments to the proposed calendar of meetings for 2024 to 2027.

Contact Officer: Charles Hungwe, Deputy Committee Services Manager
Reporting to: Nick Hughes, Committee Services Manager

Annex List

Annex 1: Calendar of council meetings for February 2024 - May 2027

Background Papers

None

Corporate Consultation

Finance: Chris Blundell (Director of Corporate Services - Section 151)

Legal: Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

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Agenda Item 17

Annex 1

Calendar of Meetings 2024/27

February 2024

Thursday, 08	Council (budget)*
Tuesday, 13	Licensing Board
Wednesday, 14	Planning Committee
Thursday, 15	Overview & Scrutiny Panel
Tuesday, 20	Members Briefing
Thursday, 22	Council (Council Tax)
Thursday, 29	Extraordinary Cabinet

March 2024

Wednesday, 06	Governance & Audit Committee
Thursday, 07	Standards Committee
Monday, 11	Members Briefing
Tuesday, 12	Overview & Scrutiny Panel
Wednesday, 13	Planning Committee
Thursday, 14	Cabinet
Tuesday, 19	Licensing Board
Thursday, 21	Joint Transportation Board
Thursday, 28	Council
Friday, 29	Offices closed

April 2024

Monday, 01	Offices closed
Tuesday, 02	Members Briefing
Wednesday, 17	Planning Committee
Thursday, 18	Overview & Scrutiny Panel
Tuesday, 23	Members Briefing
Thursday, 25	Cabinet
Tuesday, 30	General Purposes Committee

May 2024

Monday, 06	Offices closed
Thursday, 09	Annual Council
Tuesday, 14	Members Briefing
Tuesday, 21	Overview & Scrutiny Panel
Wednesday, 22	Planning Committee
Monday, 27	Office closed
Wednesday, 29	Standards Committee
Thursday, 30	Cabinet

Times of Meetings

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

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

Members' Briefings are held at 5.15 pm

*To consider the council budget

June 2024

Agenda Item 17

Annex 1

Tuesday, 04	Members Briefing
Thursday 06	Joint Transportation Board
Tuesday 11	Licensing Board
Monday, 17	Members Briefing
Tuesday, 18	Overview & Scrutiny Panel
Wednesday 19	Planning Committee
Tuesday, 25	General Purposes Committee
Thursday, 27	Cabinet

July 2024

Thursday, 11	Council
Tuesday, 16	Overview & Scrutiny Panel
Wednesday, 17	Planning Committee
Tuesday, 23	Members Briefing
Tuesday, 23	Licensing Board
Wednesday, 24	Governance & Audit Committee
Thursday, 25	Cabinet

August 2024

Tuesday, 13	Overview & Scrutiny Panel
Wednesday, 21	Planning Committee
Thursday, 22	Cabinet
Monday, 26	Offices closed

September 2024

Tuesday, 03	Licensing Board
Tuesday, 03	Members Briefing
Thursday, 12	Joint Transportation Board
Tuesday, 17	Overview & Scrutiny Panel
Wednesday, 18	Planning Committee
Thursday, 19	Standards Committee
Monday, 23	Members Briefing
Wednesday, 25	Governance & Audit Committee
Thursday, 26	Cabinet

October 2024

Tuesday 01	Licensing Board
Thursday, 10	Council
Tuesday, 15	Overview & Scrutiny Panel
Wednesday, 16	Planning Committee
Thursday, 24	Cabinet
Tuesday, 29	Members Briefing
Tuesday, 29	General Purposes Committee

November 2024

Tuesday, 05	Members Briefing
Thursday, 07	Standards Committee
Tuesday, 19	Overview & Scrutiny Panel
Wednesday, 20	Planning Committee
Monday, 25	Members Briefing
Tuesday, 26	Licensing Board
Wednesday, 27	Governance & Audit Committee
Thursday, 28	Cabinet

December 2024

Monday, 09	Members Briefing
Tuesday, 10	Overview & Scrutiny Panel
Thursday, 12	Council
Tuesday, 17	Joint Transportation Board
Wednesday, 18	Planning Committee
Thursday, 19	Cabinet
Wednesday, 25	Offices closed
Thursday, 26	Offices closed
Friday, 27	Offices closed
Monday, 30	Offices closed
Tuesday, 31	Offices closed

January 2025

Agenda Item 17

Annex 1

Wednesday, 01	Offices Closed
Thursday, 09	Licensing Board
Tuesday, 14	Members Briefing
Wednesday, 15	Planning Committee
Thursday, 16	Cabinet (budget)*
Tuesday, 21	Overview & Scrutiny Panel (budget)*
Tuesday, 28	General Purposes Committee
Thursday, 30	Cabinet (budget)*

February 2025

Tuesday, 11	Overview & Scrutiny Panel
Thursday, 13	Council (budget)*
Tuesday, 18	Licensing Board
Wednesday, 19	Planning Committee
Thursday, 20	Cabinet
Monday, 24	Members Briefing
Thursday, 27	Council (Council Tax)

March 2025

Wednesday, 05	Governance & Audit Committee
Thursday, 06	Standards Committee
Tuesday, 11	Overview & Scrutiny Panel
Thursday, 13	Joint Transportation Board
Monday, 17	Members Briefing
Tuesday, 18	Licensing Board
Wednesday, 19	Planning Committee
Thursday, 20	Cabinet
Thursday, 27	Council

April 2025

Tuesday, 08	Members Briefing
Tuesday, 15	Overview & Scrutiny Panel
Friday, 18	Offices closed
Monday, 21	Offices closed
Wednesday, 23	Planning Committee
Thursday, 24	Cabinet
Monday, 28	Members Briefing
Tuesday, 29	General Purposes Committee

May 2025

Monday, 05	Offices closed
Thursday, 15	Annual Council
Monday, 19	Members Briefing
Tuesday, 20	Overview & Scrutiny Panel
Wednesday, 21	Planning Committee
Monday, 26	Office closed
Wednesday, 28	Standards Committee
Thursday, 29	Cabinet

Times of Meetings

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

Members' Briefings are held at 5.15 pm

*To consider the council budget

June 2025

Agenda Item 17

Annex 1

Tuesday, 03	Members Briefing
Thursday 05	Joint Transportation Board
Tuesday 10	Licensing Board
Tuesday, 17	Overview & Scrutiny Panel
Wednesday 18	Planning Committee
Thursday, 19	General Purposes Committee
Tuesday, 24	Members Briefing
Thursday, 26	Cabinet

July 2025

Thursday, 10	Council
Tuesday, 15	Overview & Scrutiny Panel
Wednesday, 16	Planning Committee
Tuesday, 22	Members Briefing
Tuesday, 22	Licensing Board
Wednesday, 23	Governance & Audit Committee
Thursday, 24	Cabinet

August 2025

Tuesday, 19	Overview & Scrutiny Panel
Wednesday, 20	Planning Committee
Monday, 25	Offices closed
Thursday, 28	Cabinet

September 2025

Tuesday, 02	Licensing Board
Tuesday, 02	Members Briefing
Thursday, 11	Joint Transportation Board
Tuesday, 16	Overview & Scrutiny Panel
Wednesday, 17	Planning Committee
Thursday, 18	Standards Committee
Monday, 22	Members Briefing
Wednesday, 24	Governance & Audit Committee
Thursday, 25	Cabinet
Tuesday, 30	Licensing Board

October 2025

Thursday, 09	Council
Tuesday, 14	Overview & Scrutiny Panel
Wednesday, 15	Planning Committee
Thursday, 23	Cabinet
Tuesday, 28	General Purposes Committee

November 2025

Tuesday, 04	Members Briefing
Thursday, 06	Standards Committee
Tuesday, 18	Overview & Scrutiny Panel
Wednesday, 19	Planning Committee
Monday, 24	Members Briefing
Tuesday, 25	Licensing Board
Wednesday, 26	Governance & Audit Committee
Thursday, 27	Cabinet

December 2025

Tuesday, 02	Members Briefing
Tuesday, 09	Overview & Scrutiny Panel
Thursday, 11	Council
Tuesday, 16	Joint Transportation Board
Wednesday, 17	Planning Committee
Thursday, 18	Cabinet
Thursday, 25	Offices closed
Friday, 26	Offices closed
Monday, 29	Offices closed
Tuesday, 30	Offices closed
Wednesday, 31	Offices closed

January 2026

Agenda Item 17

Annex 1

Thursday, 01	Offices Closed
Thursday, 08	Licensing Board
Tuesday, 13	Members Briefing
Wednesday, 14	Planning Committee
Thursday, 15	Cabinet (budget)*
Tuesday, 20	Overview & Scrutiny Panel (budget)*
Tuesday, 27	General Purposes Committee
Thursday, 29	Cabinet (budget)*

February 2026

Thursday, 05	Members Briefing
Tuesday, 10	Overview & Scrutiny Panel
Thursday, 12	Council (budget)*
Tuesday, 17	Licensing Board
Wednesday, 18	Planning Committee
Thursday, 19	Cabinet
Monday, 23	Members Briefing
Thursday, 26	Council (Council Tax)

March 2026

Wednesday, 04	Governance & Audit Committee
Thursday, 05	Standards Committee
Tuesday, 10	Overview & Scrutiny Panel
Thursday, 12	Joint Transportation Board
Monday, 16	Members Briefing
Tuesday, 17	Licensing Board
Wednesday, 18	Planning Committee
Thursday, 19	Cabinet
Thursday, 26	Council

April 2026

Tuesday, 07	Members Briefing
Friday, 17	Offices closed
Monday, 20	Offices closed
Tuesday, 21	Overview & Scrutiny Panel
Wednesday, 22	Planning Committee
Monday, 27	Members Briefing
Tuesday, 28	General Purposes Committee
Thursday, 30	Cabinet

May 2026

Monday, 04	Offices closed
Thursday, 14	Annual Council
Tuesday, 19	Overview & Scrutiny Panel
Wednesday, 20	Planning Committee
Monday, 25	Office closed
Tuesday, 26	Members Briefing
Wednesday, 27	Standards Committee
Thursday, 28	Cabinet

Times of Meetings

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

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

Members' Briefings are held at 5.15 pm

*To consider the council budget

June 2026

Agenda Item 17

Annex 1

Thursday 04	Joint Transportation Board
Tuesday 09	Licensing Board
Tuesday, 16	Overview & Scrutiny Panel
Wednesday 17	Planning Committee
Tuesday, 23	Members Briefing
Tuesday, 23	General Purposes Committee
Thursday, 25	Cabinet

July 2026

Thursday, 09	Council
Tuesday, 14	Overview & Scrutiny Panel
Wednesday, 15	Planning Committee
Tuesday, 21	Members Briefing
Tuesday, 21	Licensing Board
Wednesday, 22	Governance & Audit Committee
Thursday, 23	Cabinet

August 2026

Tuesday, 18	Overview & Scrutiny Panel
Wednesday, 19	Planning Committee
Thursday, 27	Cabinet
Monday, 31	Offices closed

September 2026

Tuesday, 01	Licensing Board
Tuesday, 01	Members Briefing
Thursday, 10	Joint Transportation Board
Tuesday, 15	Overview & Scrutiny Panel
Wednesday, 16	Planning Committee
Thursday, 17	Standards Committee
Monday, 21	Members Briefing
Wednesday, 23	Governance & Audit Committee
Thursday, 24	Cabinet

October 2026

Tuesday 06	Licensing Board
Thursday, 08	Council
Tuesday, 13	Members Briefing
Wednesday, 14	Planning Committee
Tuesday, 20	Overview & Scrutiny Panel
Thursday, 22	General Purposes Committee
Thursday, 29	Cabinet

November 2026

Tuesday, 03	Members Briefing
Thursday, 05	Standards Committee
Tuesday, 17	Overview & Scrutiny Panel
Wednesday, 18	Planning Committee
Monday, 23	Members Briefing
Tuesday, 24	Licensing Board
Wednesday, 25	Governance & Audit Committee
Thursday, 26	Cabinet

December 2026

Tuesday, 01	Members Briefing
Tuesday, 08	Overview & Scrutiny Panel
Thursday, 10	Council
Tuesday, 15	Joint Transportation Board
Wednesday, 16	Planning Committee
Thursday, 17	Cabinet
Friday, 25	Offices closed
Monday, 28	Offices closed
Tuesday, 29	Offices closed
Wednesday, 30	Offices closed
Thursday, 31	Offices closed

Agenda Item 17

Annex 1

January 2027

Fridayday, 01	Offices Closed
Thursday, 07	Licensing Board
Tuesday, 12	Members Briefing
Wednesday, 13	Planning Committee
Thursday, 14	Cabinet (budget)*
Tuesday, 19	Overview & Scrutiny Panel (budget)*
Tuesday, 26	General Purposes Committee
Thursday, 28	Cabinet (budget)*

February 2027

Thursday, 04	Members Briefing
Tuesday, 09	Overview & Scrutiny Panel
Thursday, 11	Council (budget)*
Tuesday, 16	Licensing Board
Wednesday, 17	Planning Committee
Thursday, 18	Cabinet
Monday, 22	Members Briefing
Thursday, 25	Council (Council Tax)

March 2027

Wednesday, 03	Governance & Audit Committee
Thursday, 04	Standards Committee
Tuesday, 09	Overview & Scrutiny Panel
Thursday, 11	Joint Transportation Board
Monday, 15	Members Briefing
Tuesday, 16	Licensing Board
Wednesday, 17	Planning Committee
Thursday, 18	Cabinet
Thursday, 25	Council

April 2027

Friday, 16	Offices closed
Monday, 19	Offices closed
Wednesday, 21	Planning Committee

May 2027

Monday, 03	Offices closed
Thursday, 20	Annual Council
Wednesday, 26	Planning Committee
Monday, 31	Office closed

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Members' Briefings are held at 5.15 pm

*To consider the council budget

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