

**TUNBRIDGE WELLS BOROUGH COUNCIL**

**RECORD OF DECISIONS**

(in terms of Access to Information Rule 18)

**CABINET**

**Thursday 29 July 2010**

**Present: Councillor Roy Bullock (Chairman)**

**Councillors Paul Barrington-King, Len Horwood, Mrs Elizabeth Thomas and Mrs Tracy Moore.**

**Officers in Attendance:** William Benson, Chief Executive; David Candlin, Head of Economic Development; Andrew Cole, Head of Customer Access, Transformation and Delivery; Lee Colyer, Head of Finance and Governance (S151 Officer); Paul Cummins, Legal Services Manager/Monitoring Officer; Nick Green, Community Development Officer; Kat Hicks, Partnerships, Policy and Performance Manager; Jim Kehoe, Head of Planning Services; Jonathan MacDonald, Director of Regeneration and Sustainability; Wendy Newton-May, Senior Committee Administrator; Andrew Taylor, Development Control Manager; Jo Williams, Performance and Improvement Officer; and Helen Wolstenholme, Healthier Communities Co-ordinator..

**Other Members in Attendance:** Councillors Mrs June Crowhurst, Bill Hills, Francis Rook, Mike Rusbridge, James Scholes and Ron Weeden.

**APOLOGIES FOR ABSENCE**

CAB037/10 Apologies for absence were received from Councillors Mrs Catherine Mayhew and Frank Williams.

**DECLARATIONS OF INTERESTS**

CAB038/10 Councillor Horwood declared a pecuniary interest in decision CAB048/10 due to the fact that he was Chairman of one of the organisations that had been awarded a grant. He left the room during consideration of this item.

The Chief Executive declared a non-pecuniary interest in decision CAB046/10 as he was a director of the Regeneration Company.

**NOTIFICATION OF VISITING MEMBERS WISHING TO SPEAK**

CAB039/10 In accordance with Cabinet Procedure Rule 5.3, the following Councillors attended and spoke on the following decisions:

Councillor Mrs Crowhurst – CAB048/10

Councillor Rusbridge – CAB057/10

Councillor Weeden – CAB049/10, CAB056/10, CAB057/10 and CAB059/10

**MINUTES OF THE JOINT TRANSPORTATION BOARD MEETING DATED 5 JULY 2010**

CAB040/10 The minutes of the Joint Transportation Board meeting dated 5 July 2010 were submitted for members' approval.

**RESOLVED** – That the recommendations of the Joint Transportation Board dated 5 July 2010 be agreed.

## APPROVAL OF CABINET MINUTES DATED 10 AND 16 JUNE 2010

CAB041/10 The minutes of the Cabinet meetings dated 10 and 16 June 2010 were submitted for members' approval.

**RESOLVED** – That the minutes of the Cabinet meetings dated 10 and 16 June 2010 be confirmed as correct records.

## QUESTIONS FROM MEMBERS OF THE COUNCIL

CAB042/10 There were no questions submitted from members of the Council.

## QUESTIONS FROM MEMBERS OF THE PUBLIC

CAB043/10 There were no questions submitted from members of the public.

## NOTIFICATION OF OUTCOME OF ECONOMY AND GOVERNANCE SELECT COMMITTEE CONSIDERATION – THE FUTURE OF THE TOURIST INFORMATION CENTRE

CAB044/10 The Partnership, Policy and Performance Manager presented a report on behalf of the Economy and Governance Select Committee following the call-in of Cabinet decision CAB030/10 regarding the future of the Tourist Information Centre (TIC).

Members were advised that the Select Committee had met on 29 June 2010 to consider the Cabinet decision; the Committee was particularly concerned about the decision to close the Tourist Information Centre in the Pantiles during the winter whilst hosting a pilot scheme at the Gateway.

At its meeting the Select Committee agreed the following for Cabinet's consideration:

- (1) That the decision to close the Tourist Information Centre is reconsidered in light of the new offer received from Targetfollow, given their commitment to negotiate on opening hours, service levels, the length of the lease and the terms therein;
- (2) That the Tourist Information Centre should remain open during any proposed pilot operation within the town centre or wider Borough;
- (3) That any proposals for partial closure of the Tourist Information Centre or otherwise must include full, borough-wide consultation; and
- (4) That Cabinet continue to pursue opportunities for multi-point delivery of tourism information services in the town & wider Borough.

The Economic Development Portfolio Holder responded to the Select Committee recommendations. She advised that she and several officers had met with Targetfollow to consider alternative solutions, including possibly relocation to the Corn Exchange and re-examining operating costs.

Given the strength of opposition from the Select Committee, the Economic Development Portfolio Holder advised that Cabinet might reconsider its decision to close the TIC. It was now proposed to open the TIC for two days a week throughout the winter and the rest of the time it would operate from the Gateway.

With regard to consultation, members were informed that a full consultation had taken place during the budget setting process and the responses received back had indicated that the TIC was not a high priority. It was suggested that Scrutiny could review the questionnaires distributed for the budget setting process this year.

The Head of Customer Access, Transformation and Delivery reassured members that the electronic kiosks would be installed in the Pantiles area before the end of September. With regard to the railway station, improvements were planned for early 2011 and it was possible that a kiosk could be installed at this time. Leaflets would be available in shops and other public places in the Pantiles for the public to access tourist information.

#### **RESOLVED –**

- (1) That the Economy and Governance Select Committee be thanked for its report;
- (2) That the Tourist Information Centre remain open two days per week in the Pantiles and function from the Gateway for the rest of the week during the winter months until Easter 2011, to be operated within existing staff resources;
- (3) That the future of the Tourist Information Centre be examined in conjunction with the budget setting process next year; and
- (4) That the results of the pilot scheme be reported to the Cabinet meeting in June 2011.

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#### **CABINET DECISIONS**

**DECISION NO. CAB045/10**

**NON-EXEMPT**

**PORTFOLIO:**

**FINANCE & GOVERNANCE**

**PORTFOLIO HOLDER:**

**Councillor Horwood**

**REPORT TITLE:**

**Consideration of the Forward Plan ([100729/CAB001](#))**

**PRIORITIES:**

Confident – Developing the Government's 'localism' agenda.

**DECISION MADE:**

That the Forward Plan be approved.

**REASONS FOR DECISION:**

To comply with Access to Information Procedure Rule 14.

**Contact Officer: Wendy Newton-May, Senior Committee Administrator  
Tel: 01892 554219 or e-mail: [wendy.newton-may@tunbridgewells.gov.uk](mailto:wendy.newton-may@tunbridgewells.gov.uk)**

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DECISION NO. CAB046/10

NON-EXEMPT

PORTFOLIO:

LEADER OF THE COUNCIL

PORTFOLIO HOLDER:

Councillor Bullock

REPORT TITLE:

Corporate and Financial Overview (100729/CAB003)

PRIORITIES:

This report impacts on all of the Council's priorities.

DISCUSSION:

The Chief Executive presented a report identifying the current and likely future issues and pressures facing the Council. In addition the report explored the possible future scenarios and models of service delivery.

It was noted that despite the positive work that had been undertaken to improve the Council's performance, service delivery and budgetary position, considerable challenges remained and members considered the key issues that would need to be addressed in terms of the Council's operating environment.

The Leader thanked the Chief Executive for his comprehensive report and considered that all members should be encouraged to read its contents. He mentioned the function of Local Enterprise Partnerships which would be assuming the roles formally held by the regional development agencies and requested that the Chief Executive discuss our support for these with other authorities in the West Kent Partnership, as well as East Sussex and East Surrey local authorities.

DECISION MADE:

- (1) That the report be noted, which provides context to the report on the Priorities and Budget Strategy (100729/CAB012); and
- (2) That the Chief Executive consults with our partners on Local Enterprise Partnerships.

REASONS FOR DECISION:

The report provides context to Cabinet's consideration of the report on the Council's priorities and budget strategy, presented elsewhere on the agenda.

Contact Officer: William Benson, Chief Executive

Tel: 01892 554 or email: [William.benson@tunbridgewells.gov.uk](mailto:William.benson@tunbridgewells.gov.uk)

DECISION NO. CAB047/10

NON-EXEMPT

PORTFOLIO:

STRATEGIC PLANNING AND DEVELOPMENT CONTROL

**PORTFOLIO HOLDER:** **Councillor Mrs Thomas**

**REPORT TITLE:** **Building Control Fees (100729/CAB004)**

**PRIORITY:**

- Prosperous

**DISCUSSION:**

The Head of Planning Services presented a report advising that the regulations relating to Local Authority Building Control fees had changed and the Council was required to introduce a new charging scheme by 1 October 2010. The main changes were identified in the report as:

- Set an hourly rate for the building control officers;
- Set out which works will be charged at standard or individually determined rates; and
- Review the charging scheme on an annual basis.

Cabinet agreed that delegated authority should be given to the Strategic Planning and Development Control Portfolio Holder to approve a scheme to fix and recover Building Control fees.

**DECISION MADE:**

That the Portfolio Holder for Strategic Planning and Development Control be authorised to approve a scheme to fix and recover charges for Building Control services, in consultation with the Head of Planning Services, provided that the charges are consistent with the Council's approved budgets and comply with the 2010 Regulations or any possible review of these.

**REASONS FOR DECISION:** To ensure that the Council's practice is consistent with the 2010 Regulations.

**Contact Officer: Jim Kehoe, Head of Planning Services**  
**Tel: 01892 526121 ext: 2101 or e-mail: jim.kehoe@tunbridgewells.gov.uk**

**DECISION NO. CAB048/10**

**NON-EXEMPT**

**PORTFOLIO:** **POLICIES AND PARTNERSHIPS**

**PORTFOLIO HOLDER:** **Councillor Williams**

**REPORT TITLE:** **Annual Equality Report (100729/CAB005)**

**PRIORITY:**

- Confident

**DISCUSSION:**

The Head of Policy and Partnerships submitted a report which reviewed progress against the Equality Scheme 2007-10.

Councillor Mrs Crowhurst outlined for members some of the key outcomes that had been delivered for the Council's communities. Members were advised that the Communities and Partnerships Select Committee had met on 15 July 2010 to discuss the Annual Equality Report. The Select Committee had commended the Report to Cabinet but considered that members should be proactive in identifying and tackling inequalities in their wards. It was suggested that a member briefing on this subject would be beneficial.

Councillor Mrs Crowhurst also mentioned other activities that supported equality and diversity related events including Holocaust Memorial Day, Get Moving Week and International Day of Older Persons.

The Leader thanked Councillor Mrs Crowhurst for the work she carried out in her role as Champion member for this area.

He questioned whether there was a risk of being challenged by the Equality and Human Rights Commission because the Council were extending the three yearly review of the Equality Scheme beyond the statutory deadlines. However he was reassured that it was likely that a pragmatic view would be taken as the Council could demonstrate its commitment to take action on equality. The risk was being managed but may need to go on the operation risk register.

**DECISION MADE:**

- (1) That the Annual Equality Report 2009-10 be approved for publication; and
- (2) That the recommendation from the Communities and Partnerships Select Committee, to arrange a member briefing to advise members how to address age related inequalities in their ward, be agreed.

**REASONS FOR DECISION:**

To ensure the Council demonstrates how it is delivering improvements within its services to meet community needs and to comply with the provisions of the equalities legislation.

**Contact Officer: Sarah Andrews, West Kent Equalities Officer**

**Tel: 01892 526121 Ext. 3467 or e-mail: sarah.andrews@tunbridgewells.gov.uk**

**DECISION NO. CAB049/10**

**NON-EXEMPT**

**PORTFOLIO:**

**POLICIES AND PARTNERSHIPS**

**PORTFOLIO HOLDER:**

**Councillor Williams**

**REPORT TITLE:**

**Community Grants 2009/10 – Overview of Outcomes**  
**(100729/CAB006)**

**PRIORITIES:**

The Community Grants' programme supports voluntary and community organisations providing services that contribute to all the Council's corporate priorities – particularly on the themes of Confident and Healthy.

**DISCUSSION:**

The Head of Policy and Partnerships submitted a report which provided members with an overview of the project outcomes achieved by voluntary and community organisations in support of our corporate priorities as a result of grant assistance from the Council under the Community Grants' programme for 2009/10.

Members were advised that in 2009/10 the Council provided a total of £341,100 to 24 voluntary and community organisations providing services in the borough through this programme.

The Community Development Officer advised that there were significantly more applications in 2009/10 compared with 2008/09, including a total of ten applications that previously would have been considered under the leisure revenue grants' scheme.

Members were informed that a review of the operation of the scheme would take place in October 2010.

Councillor Weeden spoke on this item and welcomed the fact that the Council continued to support organisations during the economic downturn. He questioned whether the review would affect those grants for 2010/11. The Community Development Officer explained that a number of grants had already been awarded for 2010/11 and these would not be affected. He confirmed that the review would examine the operation of the grants programme to ensure it continued to meet its objectives for future years.

**DECISION MADE:**

That the report be noted.

**REASONS FOR DECISION:**

To inform Cabinet of the outcomes achieved through the Community Grants programme in 2009/10.

**Contact Officer: Nick Green, Community Development Officer**

**Tel: 01892 526121 Ext. 3382 or e-mail: [nick.green@tunbridgewells.gov.uk](mailto:nick.green@tunbridgewells.gov.uk)**

**DECISION NO. CAB050/10**

**NON-EXEMPT**

**PORTFOLIO:**

**FINANCE AND GOVERNANCE**

**PORTFOLIO HOLDER:**

**Councillor Horwood**

**REPORT TITLE:**

**Quarter One 2010/11 Governance Report**  
**(100729/CAB007)**

**PRIORITIES:**

The report and the reports to which it relates support all of the Council's priorities by ensuring that it is well governed, that the Council's financial position is sound, and that key performance indicators are on track and that risks above tolerance are being proactively managed.

**DISCUSSION:**

The Head of Finance and Governance introduced a range of reports for Cabinet's attention, detailing the way in which the Council was performing and being governed.

The key message arising from the report was the continued impact of the economic downturn on the Council. However, important steps had been identified to see improvements in performance and income streams.

It was noted that an update of the projects and financial outcomes from the Business Delivery Unit was now contained within the quarterly performance reports.

**DECISION MADE:**

That the report be noted.

**REASONS FOR DECISION:**

To inform Cabinet of the Council's performance.

Contact Officer: Paul Taylor, Director of Change and Communities

Tel: 01892 554223 or e-mail: [paul.taylor@tunbridgewells.gov.uk](mailto:paul.taylor@tunbridgewells.gov.uk)

DECISION NO. CAB051/10

NON-EXEMPT

**PORTFOLIO:**

THE LEADER

**PORTFOLIO HOLDER:**

Councillor Bullock

**REPORT TITLE:**

Quarter One – 2010/11 Performance Report  
(100729/CAB008)

**PRIORITIES:**

This report supports all four of our corporate priorities and three corporate commitments.

**DISCUSSION:**

The Performance and Improvement Officer submitted a report containing information on the Council's performance for quarter 1 - 2010/11 and outlined the progress being made towards the Council's corporate priorities through national indicators and strategic indicators.

The report advised members of the changes that had been made since 2009/10, including details of a review of the Council's local performance indicators which reduced the number of indicators reported to Cabinet to a total of 93.

**DECISION MADE:**

<p>(1) That the progress of the Council's performance be noted; and</p> <p>(2) That action plans be developed for all underperforming indicators and the relevant Select Committees be informed of progress made on these.</p>
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**REASONS FOR DECISION:**

To ensure that the Council is performing in accordance with its objectives and to scrutinise any areas of underperformance.
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**Contact Officer: Jo Williams, Performance and Improvement Officer**  
**Tel: 01892 554225 or e-mail: [jo.williams@tunbridgewells.gov.uk](mailto:jo.williams@tunbridgewells.gov.uk)**

**DECISION NO. CAB052/10**

**NON-EXEMPT**

**PORTFOLIO:**

<b>FINANCE &amp; GOVERNANCE</b>
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**PORTFOLIO HOLDER:**

<b>Councillor Horwood</b>
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**REPORT TITLE:**

<b>Quarter One 2010/11 – Capital Management to 30 June 2010 (100729/CAB009)</b>
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**PRIORITIES:**

The report supports the priority of "Ensuring that we are well managed, proactive and deliver value for money services".
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**DISCUSSION:**

<p>The Head of Finance and Governance submitted a report which compared capital projects approved by the Cabinet with actual capital expenditure and forecast capital expenditure for the year ending 31 March 2011.</p> <p>It was noted that Cabinet had previously approved capital expenditure totalling £12,557,000, of which £7,733,000 was due to be spent in 2010/11. In quarter 1, £287,000 had been spent and the forecast outturn for the year had been increased by £25,000 to £7,758,000</p> <p>Members were advised of the variations that had been made to the Capital Programme, which were detailed in the report.</p>
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**DECISION MADE:**

<p>(1) That the actual spend to date and the forecast outturn for capital schemes to 31 March 2010 be noted; and</p> <p>(2) That the amendments to the capital programme be approved as set out in the report.</p>
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**REASONS FOR DECISION:**

- (1) The budget for the Depot borehole (Project TEG) has already been approved by a Portfolio Holder Delegated Decision on 2 December 2009;
- (2) The reductions in budget requirement of £11,000 and £3,000 for IT Strategy and Kerbside Containers (Projects TBZ and TDB respectively) were spent in the last financial year; and
- (3) The additional £8,534.26 for the Southwood Road play area (Project TAM) is a committed retention and within the originally approved expenditure.

**Contact Officer: Jane Fineman, Service Accountant**  
**Tel: 01892 554040 or e-mail: jane.fineman@tunbridgewells.gov.uk**

**DECISION NO. CAB053/10**

**NON-EXEMPT**

**PORTFOLIO:**

**FINANCE & GOVERNANCE**

**PORTFOLIO HOLDER:**

**Councillor Horwood**

**REPORT TITLE:**

**Quarter One 2010/11 - Revenue Management to 30 June 2010 (100729/CAB010)**

**PRIORITIES:**

The report supports the priority of "Ensuring that we are well managed, proactive and deliver value for money services".

**DISCUSSION:**

The Head of Finance and Governance submitted a report which compared the forecast outturn for the year 2010/11 to the revenue budget, and highlighted the significant variances from the approved budget. The report showed that a saving of £275,000 relating to salary costs from the restructure had been identified, but that the restructure reserve needed to be increased by £400,000 in order to support full year savings of over £1 million.

**DECISION MADE:**

- (1) That the variances in the report be noted; and
- (2) That the restructure reserve be increased by £400,000.

**REASONS FOR DECISION:**

To inform members of the forecast revenue outturn position for the year ended 31 March 2011.

Contact Officer: Jane Fineman, Financial Services Manager  
Tel: 01892 554040 or e-mail: [jane.fineman@tunbridgewells.gov.uk](mailto:jane.fineman@tunbridgewells.gov.uk)

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DECISION NO. CAB054/10

NON-EXEMPT

PORTFOLIO:

FINANCE & GOVERNANCE

PORTFOLIO HOLDER:

Councillor Horwood

REPORT TITLE:

Quarter One 2010/11 – Treasury and Prudential  
Indicator Monitoring (100729/CAB011)

PRIORITIES:

The report supports the priority of “Ensuring that we are well managed, proactive and deliver value for money services”.

DISCUSSION:

The Head of Finance and Governance presented a report advising the Cabinet of the Council’s compliance with the Treasury Management Policy and Strategy for the period 1 April 2010 to 30 June 2010. Members were pleased to note that none of the prudential indicators were breached in the period.

The report updated members on the position of the current investments held by the Council. It was noted that the amount of interest that was expected to be received from the investments during 2010/11 was £900,000, as included in the approved budget.

DECISION MADE:

That the 2010/110 position be noted.

REASONS FOR DECISION:

Under its Financial Procedure Rules, Council delegates responsibility for implementation and monitoring of its treasury management policies and practices to Cabinet.

Contact Officer: Lee Colyer, Head of Finance and Governance  
Tel: 01892 554123 or e-mail: [lee.colyer@tunbridgewells.gov.uk](mailto:lee.colyer@tunbridgewells.gov.uk)

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DECISION NO. CAB055/10

NON-EXEMPT

PORTFOLIO:

FINANCE & GOVERNANCE

PORTFOLIO HOLDER:

Councillor Horwood

**REPORT TITLE:**

**Council Priorities and Budget Projection and Strategy  
(100729/CAB012)**

**PRIORITIES:**

- Ensuring that we are well-managed, proactive and deliver value-for-money services

**DISCUSSION:**

The Head of Finance and Governance presented a report which set out details of the Council's existing priorities as well as an updated budget projection following a risk review of the major budget variables, especially in relation to the latest economic and political situation.

Members noted that the review had identified a forecast deficit for 2011/12 of £416,000 with an improving financial position over future years as a result of the decisions taken in the past two years to reduce costs and extract procurement savings.

Members considered the Council's budget strategy, set out in the report, to deliver a balanced budget. Members were advised that the forthcoming Comprehensive Spending Review (CSR) had the potential to have a significant impact on the Council's Budget and Medium Term Financial Strategy however the Strategy would enable Heads of Services to begin the service planning process and to develop proposals with their respective portfolio holders for savings and changes to service delivery.

The proposals would be reviewed in the Autumn once the results of the CSR and their implications for the Council had become known.

Members were advised that the strategy would be subject to consultation and stressed the importance of ensuring that there were other means of consultation available other than the website. The Head of Finance and Governance assured members that an article would be placed in 'Local'. He advised that over 50 comments had already been received in response to the request to the public for their suggestions on ways to improve efficiency and save money.

**DECISION MADE:**

1. That Cabinet reaffirm their commitment to the Vision and Strategic Plan and the priorities and objectives within them subject to a further review following the Comprehensive Spending Review in October;
2. That consultation relating to priorities and the budget should be undertaken in three phases: an initial phase to gather the views of residents and businesses on potential areas for savings/reductions in services, a second phase to be undertaken by the Economy and Governance Select Committee and a third phase in December and January to consult on the impact of proposed savings following the Draft Budget and Strategic Plan that will be presented to Cabinet in December;

3. That the definition of a balanced budget be agreed;
4. That a provisional figure of 0 per cent be conditionally used for Council Tax but with an assumption that this will be fully funded from central government to off-set a 2.5 per cent increase;
5. That the Council should continue to deliver a balanced budget;
6. That the Council should continue to reduce its reliance on investment interest to support ongoing revenue activity as set out in the Medium Term Financial Strategy;
7. That any investment interest achieved over the budgeted amount be transferred to the Strategic Plan Reserve to finance one-off expenditure to deliver the Strategic Plan objectives;
8. That funding should continue to be directed into priority areas as set out in the Strategic Plan; and
9. That the views of the Economy and Governance Select Committee should be sought on the proposed approach to developing the Council's priorities and on the draft budget strategy.

**REASONS FOR DECISION:**

To agree proposals to frame the development of the Council's priorities and budgetary strategy for the forthcoming months.

**Contact Officer: Lee Colyer, Head of Finance and Governance**  
**Tel: 01892 554123 or e-mail: lee.colyer@tunbridgewells.gov.uk**

**URGENT BUSINESS**

In accordance with Section 100B(4) of the Local Government Act, 1972, the Leader agreed that the following item of business be taken.

**DECISION NO. CAB056/10****NON-EXEMPT****PORTFOLIO:****FINANCE AND GOVERNANCE****PORTFOLIO HOLDER:****Councillor Horwood****REPORT TITLE:****Establishment of Member Advisory Group**  
**(100729/CAB016)****PRIORITIES:**

This report supports the Council's key priorities – in particular, the priority to ensure that we are well-managed, proactive and deliver value-for-money.

**DISCUSSION:**

The Chief Executive submitted a report seeking members' agreement to put together a small Member Advisory Group to assist Cabinet in undertaking the due diligence associated with the acquisition of significant property assets.

It was agreed that the following members should form the Group: Councillors Atwood, Horwood (Chairman), Jukes, Lockhart and Stanyer.

Councillor Weeden questioned whether there would be a conflict in interest for one of the members who was also a director of the Regeneration Company. The Leader advised that this Advisory Group was being established to primarily deal with issues relating to the Land Registry and therefore there was no connection with the Regeneration Company.

Although draft terms of reference were laid out in the report, the Cabinet agreed that these would be drawn up and agreed by the Advisory Group at its first meeting.

**DECISION MADE:**

That the establishment of the Advisory Group be approved and Councillors Atwood, Horwood, Jukes, Lockhart and Stanyer be appointed to sit on it, with terms of reference to be agreed at its first meeting.

**REASONS FOR DECISION:**

To enable Cabinet to take account of the views of the wider member constituency and to draw on existing skills, experience and expertise held by councillors.

**Contact Officer: William Benson, Chief Executive**

**Tel: 01892 554211 or e-mail: [William.benson@tunbridgewells.gov.uk](mailto:William.benson@tunbridgewells.gov.uk)**

**DECISION NO. CAB057/10**

**NON-EXEMPT**

**PORTFOLIO:**

**ECONOMIC DEVELOPMENT**

**PORTFOLIO HOLDER:**

**Councillor Mrs Moore**

**REPORT TITLE:**

**Christmas Street Lighting in Royal Tunbridge Wells  
(100729/CAB013)**

**PRIORITIES:**

Prosperous

**DISCUSSION:**

The Head of Economic Development submitted a report advising members of the requirement for, and the process undertaken, to secure a supplier for festive lighting in Royal Tunbridge Wells town centre over the next four years.

The Economic Development Portfolio Holder advised that expressions of interest from suitably experienced contractors had been sought to provide a scheme to include the supply, installation, removal, refurbishment and storage of festival lights for the Christmas period from approximately mid-November to 6 January each year. Invited companies were asked to provide details for four schemes, which were identified in the report for members' information. The details of the tender responses were set out in the exempt appendix.

Members noted that all lighting supplied through a contractor had to include LED quality light bulbs that were energy efficient, thereby reducing the amount of energy required and reducing the cost by about 80%. In response to a question asked about giving the parish/town councils the current Christmas lights, members were advised that they could 'gift' the old stock to parish/town councils but they would have a limited life and would eventually need to be replaced with LED bulbs in line with EU Directives.

Councillors Rusbridge and Weeden spoke on this item and queried why Chapel Place and Nevill Street were proposed to be included as additional sites for the Christmas lights, when other parish and town councils had not had the opportunity to obtain support from the Council for their Christmas lighting schemes.

The Head of Economic Development explained that Chapel Place linked the pedestrian area between the High Street and the Pantiles, whilst Nevill Street connected Chapel Place, the Pantiles and the High Street— therefore providing a festival view for road traffic along the A26. He added that significant savings would be made by entering into a new contract and therefore these savings would contribute to the cost of including the two new areas.

The Cabinet agreed to go into exempt session to discuss the costs involved in the scheme.

**DECISION MADE:**

- (1) That a contract, as set out in the exempt appendix, be awarded to Company C to undertake a 4 year contract based on scheme 1 with the addition of Chapel Place and Nevill Street;
- (2) That consideration, as set out in the exempt report, is given to leaving the existing tree lights in place, subject to a survey and that officers are authorised to proceed and agree with negotiations and bring a further report back to Cabinet;
- (3) That officers be authorised to seek financial contributions from local businesses to the delivery of festive lighting in the town centre; and

(4) That, as part of the budget setting process, consideration be given to allocating financial support to parish and town councils to convert their existing Christmas lighting to the standards required by EU Directives (i.e LED bulbs) for 2011/12, subject to budgetary constraints.

**REASONS FOR DECISION:**

To enable the Council to enter into a contract to provide festive lighting for the next four years in Royal Tunbridge Centre to support the local economy at this important time of the year.

**Contact Officer: Daryl Jones, Economic Development and Business Liaison Officer**  
**Tel: 01892 554128 or e-mail: daryl.jones@tunbridgewells.gov.uk**

**EXEMPT ITEMS****LOCAL GOVERNMENT ACT 1972, SECTION 100A (4)**

**RESOLVED** – It was proposed and seconded that, under Section 100A(4) of the Local Government Act 1972 and the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the items of business referred to below on the grounds that they may involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Act namely: -

**DECISIONS CAB057/10**  
**CAB058/10 and CAB059/10**

Paragraph (3) - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

**EXEMPT ITEM****DECISION NO. CAB057/10 (continued)****PORTFOLIO:**

**Economic Development**

**PORTFOLIO HOLDER:**

**Councillor Mrs Moore**

**REPORT TITLE:**

**Christmas Street Lighting in Royal Tunbridge Wells**  
**(100729/CAB013)**

**PRIORITIES:**

Prosperous

**DISCUSSION:**

Further to the discussion of report 100729/CAB013 in open session (see above), members resolved to go into exempt session to consider the appendix to the report which identified the scoring results from the tendering round. Discussion took place on the fact that the parishes and town councils were not supported by the Council regarding Christmas lights.

The Head of Economic Development explained that although there was no specific Christmas lights scheme for the parish/town councils, previously they could have applied through the community grants scheme.

After discussion, the Cabinet agreed to take on board the views expressed by Councillors Rusbridge and Weeden by offering to support the parish and town councils in the transition to LED bulbs, which they would have to change to in due course because of legislation. It was agreed that, as part of the budget setting process for 2011/12, consideration be given to allocating financial support to parish and town councils for this purpose, subject to budgetary constraints.

**DECISION MADE:**

See decision CAB056/10 above.

**Contact Officer: Contact Officer: Daryl Jones, Economic Development and Business Liaison Officer**  
**Tel: 01892 554128 or e-mail: daryl.jones@tunbridgewells.gov.uk**

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**EXEMPT ITEM**

**DECISION NO. CAB058/10**

**PORTFOLIO:**

**FINANCE AND GOVERNANCE**

**PORTFOLIO HOLDER:**

**Councillor Horwood**

**REPORT TITLE:**

**Property Transactions from 1 January to 30 June 2010**  
**(100729/CAB014)**

**PRIORITIES:**

The proposal contained in the report supports the aims and objectives of the Asset Management Plan, which are derived from the Strategic Plan and the 2026 Vision and reflect the Council's Corporate Priorities.

**DISCUSSION:**

The Head of Economic Development presented a report informing Cabinet of the property transactions completed under delegated authority for the period 1 January to 30 June 2010

**DECISION MADE:**

That the report be noted.

**REASONS FOR DECISION:**

To inform Cabinet and to comply with the Constitution.

**Contact Officers: Diane Brady, Interim Property Manager (Estates)/ Patricia Spensley, Estates Officer**

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**URGENT BUSINESS**

In accordance with Section 100B(4) of the Local Government Act, 1972, the Leader agreed that the following item of business be taken. With the agreement of the Chairman of the Economy and Governance Select Committee, the report is not subject to call-in under section 14 of the Overview and Scrutiny Procedure Rules as any delay likely to be caused by call-in would seriously prejudice the Council's interests.

**EXEMPT ITEM**

**DECISION NO. CAB059/10**

**JOINT PORTFOLIO:**

**ECONOMIC DEVELOPMENT AND FINANCE AND GOVERNANCE**

**PORTFOLIO HOLDERS:**

**Councillors Mrs Moore and Horwood**

**REPORT TITLE:**

**Potential Property Acquisition  
(100729/CAB015)**

**PRIORITIES:**

The report supports the Council's priorities of confident and prosperous.

**DISCUSSION:**

The Director of Regeneration and Sustainability and the Head of Finance and Governance jointly submitted a report regarding the potential acquisition of property. The report set out a wide range of considerations and a risk assessment.

Councillor Weeden spoke on this item and expressed his concern over the possible purchase.

**DECISION MADE:**

- (1) That authority be delegated to the Director of Regeneration and Sustainability and the Section 151 Officer, in consultation with the Portfolio Holders for Finance and Governance and Economic Development, to make an offer for the site within the Council's budgetary framework; and
- (2) That any bid will be informed by a certified Royal Institution of Chartered Surveyors (Red Book) valuation and subject to the usual approvals.

**REASONS FOR DECISION:**

To enable the Council potentially to acquire a site.

**Contact Officers: Jonathan MacDonald, Director of Regeneration and Sustainability  
Lee Colyer, s151 Officer**

(NOTES: The meeting closed at 1.05pm).