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07 September 2018

Dear Councillor

I am now able to enclose, for consideration at the meeting of the **SCRUTINY (POLICY AND PERFORMANCE) COMMITTEE** on Tuesday 11 September 2018 at 6.00 pm, the following reports that were unavailable when the agenda was printed.

4 **MINUTES** (Pages 2 - 4)

To confirm the attached Minutes of the meeting of the Committee held on 24 April 2018.

Yours sincerely

A handwritten signature in black ink, appearing to be "N. Smith", written over a white background.

Chief Executive

Minutes of the meeting of the **SCRUTINY (POLICY AND PERFORMANCE) COMMITTEE** held at the Council Offices, Whitfield on Tuesday, 24 April 2018 at 6.00 pm.

Present:

Chairman: Councillor K Mills

Councillors: P M Beresford
T A Bond
R J Frost
B Gardner (as substitute for Councillor J M Heron)
P J Hawkins (as substitute for Councillor M I Cosin)
S C Manion
M J Ovenden
M Rose
D A Sargent

Officers: Director of Environment and Corporate Assets
Director of Finance, Housing and Community
Director of Governance
Democratic Services Manager

152 APOLOGIES

Apologies for absence were received from Councillors M I Cosin and J M Heron.

153 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that in accordance with Council Procedure Rule 4, Councillors B Gardner and P J Hawkins had been appointed as substitute members for Councillors J M Heron and M I Cosin respectively.

154 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

155 MINUTES

The Minutes of the meeting held on 16 January 2018 and 27 February 2018 were approved as a correct record and signed by the Chairman.

156 PUBLIC SPEAKING

The Democratic Services Manager advised that no members of the public had registered to speak on items on the agenda to which the public speaking protocol applied.

157 DECISIONS OF THE CABINET RELATING TO RECOMMENDATIONS FROM THE SCRUTINY (POLICY AND PERFORMANCE) COMMITTEE

There were no items for consideration.

158 ISSUES REFERRED TO THE COMMITTEE BY COUNCIL, CABINET, SCRUTINY (COMMUNITY AND REGENERATION) COMMITTEE OR ANOTHER COMMITTEE

There were no items for consideration.

159 ITEMS CALLED-IN FOR SCRUTINY OR PLACED ON THE AGENDA BY A MEMBER OF THE COMMITTEE, ANY INDIVIDUAL NON-EXECUTIVE MEMBERS OR PUBLIC PETITION

There were no items for consideration.

160 NOTICE OF FORTHCOMING KEY DECISIONS

The Democratic Services Manager presented the Notice of Forthcoming Key Decisions to the Committee for its consideration.

RESOLVED: That the Notice of Forthcoming Key Decisions be noted.

161 SCRUTINY WORK PROGRAMME

The Democratic Services Manager presented the Scrutiny Work Programme to the Committee for its consideration.

RESOLVED: That the Work Programme be noted.

162 NOMINATIONS TO PROJECT AND POLICY ADVISORY GROUPS

The Democratic Services Manager advised that the committee was requested to nominate members for positions on the Policy Advisory Group (Local Plan) and the Investment Advisory Group.

It was moved by Councillor B Gardner, duly seconded and

RESOLVED: That Councillor K Mills be nominated as the representative of the Scrutiny (Policy and Performance) Committee on the Policy Advisory Group (Local Plan) and the Investment Advisory Group.

163 REVIEW OF ON AND OFF-STREET PARKING CHARGES

The Director of Environment and Corporate Assets provided an update on the Review of On and Off-Street Parking Charges.

The Committee was advised that the proposed amendments to the Dover District Council (Off-Street Parking Places) Order 2017 were advertised on 22 February 2018 and the Council received 150 comments in response. In addition to this the Council undertook usage surveys in respect of Stembrook Car Park, Dover and Middle Deal Car Park, Deal on three successive Sundays.

As a result of the usage surveys, it was identified that:

- Stembrook Car Park still had some spare capacity on a Sunday despite being well-used; and
- Middle Deal Car Park was operating at capacity and was in effect full between 11am – 3pm on Sunday

In addition to this, the Council had been advised by Legal and General that would not seek to apply Sunday parking charges for St James.at this time

As a result of the consultation responses, usage surveys and national and local policy context it had been decided to

RESOLVED: That it be recommended to Cabinet that in the event that Sunday charging is subsequently introduced at the St James site a further report be submitted to Cabinet, with pre-decision scrutiny, before any decision is taken to proceed with the proposals within Dover that were advertised.

(Councillor R J Frost requested that his vote against the decision be recorded.)

164 PERFORMANCE TARGETS REPORT

The Director of Governance presented the report on Performance Targets.

Members were advised that the contract with Civica contained a number of performance targets that replaced the previous EKS targets.

Members discussed changes to targets against the previous year, including the changes to the target AC004 due to the implementation of a new system.

RESOLVED: That the Performance Targets be noted.

The meeting ended at 6.59 pm.