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Democratic Services
White Cliffs Business Park
Dover
Kent CT16 3PJ

Telephone: (01304) 821199
Fax: (01304) 872452
DX: 6312
Minicom: (01304) 820115
Website: www.dover.gov.uk
e-mail: democraticservices@dover.gov.uk

13 January 2017

Dear Councillor

I am now able to enclose, for consideration at the meeting of the **SCRUTINY (POLICY AND PERFORMANCE) COMMITTEE** on Tuesday 17 January 2017 at 6.00 pm, the following reports that were unavailable when the agenda was printed.

- 6 **DECISIONS OF THE CABINET RELATING TO RECOMMENDATIONS FROM THE SCRUTINY (POLICY AND PERFORMANCE) COMMITTEE** (Pages 2 - 7)

The decisions taken by the Cabinet at its meeting held on 9 January 2017 in respect of recommendations from the Scrutiny (Policy and Performance) Committee.

Yours sincerely

A handwritten signature in dark ink, appearing to read "Nicky", written over a white background.

Chief Executive

Record of Decisions: Executive Functions

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 117 9.1.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 17 January 2017</p>	<p><u>DOVER LEISURE CENTRE - SPA FEASIBILITY STUDY</u></p> <p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 111, made at its meeting held on 19 December 2016 (Minute No 124), be acknowledged.</p> <p>(b) That Cabinet decision CAB 111 be reaffirmed.</p>	None.	The Scrutiny (Policy and Performance) Committee, at its meeting held on 19 December 2016, endorsed Cabinet decision CAB 111 of 15 December 2016.	

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 118 9.1.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation</p>	<p><u>DOVER LEISURE CENTRE - BUILDING CONTRACTOR PROCUREMENT</u></p> <p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 112, made at its meeting held on 19 December 2016 (Minute No 125), be acknowledged.</p> <p>(b) That Cabinet decision CAB 112 be reaffirmed.</p>	None.	The Scrutiny (Policy and Performance) Committee, at its meeting held on 19 December 2016, endorsed Cabinet decision CAB 112 of 15 December 2016.	

Date 17 January 2017				
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Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 119 9.1.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 17 January 2017	<u>RECYCLING REWARD SCHEME</u> It was agreed: (a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 104, made at its meeting held on 13 December 2016 (Minute No 112), be acknowledged. (b) That, whilst understanding the rationale behind the Scrutiny (Policy and Performance) Committee's recommendations (b) to (d), these be rejected since the Council has a duty to comply with the criteria under which the funding from the Department for Communities and Local Government was applied for and granted. However, the Council will continue to seek out opportunities to develop closer partnership working, particularly with the town and parish councils, to encourage any local initiatives which increase participation in the Council's recycling services. (c) That Cabinet decision CAB 104 be reaffirmed.	None.	The Scrutiny (Policy and Performance) Committee, at its meeting held on 13 December 2016, endorsed Cabinet decision CAB 104 of 5 December 2016 and made additional recommendations.	

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 120 9.1.17	<u>DRAFT WATERLOO CRESCENT CONSERVATION AREA CHARACTER APPRAISAL</u>	None.	The Scrutiny (Policy and	

<p>Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 17 January 2017</p>	<p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 105, made at its meeting held on 13 December 2016 (Minute No 116), be acknowledged.</p> <p>(b) That Cabinet decision CAB 105 be reaffirmed.</p>		<p>Performance) Committee, at its meeting held on 13 December 2016, endorsed Cabinet decision CAB 105 of 5 December 2016.</p>	
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Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 121 9-1.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 17 January 2017</p>	<p><u>PROVISION OF ACCESS EQUIPMENT AND SERVICES FOR NEW WINDOWS AND EXTERNAL DECORATION AT CANADIAN ESTATE, DOVER</u></p> <p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 107, made at its meeting held on 13 December 2016 (Minute No 114), be acknowledged.</p> <p>(b) That Cabinet decision CAB 107 be reaffirmed.</p>	<p>None.</p>	<p>The Scrutiny (Policy and Performance) Committee, at its meeting held on 13 December 2016, endorsed Cabinet decision CAB 107 of 5 December 2016.</p>	

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 123 9.1.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 17 January 2017</p> <p>57</p>	<p><u>ADOPTION OF NELSON STREET, DEAL CONSERVATION AREA CHARACTER APPRAISAL</u></p> <p>It was agreed:</p> <p>(a) That the proposed responses to the representations received and the resulting modifications to the Nelson Street, Deal Conservation Area Character Appraisal, as set out in Appendix 1 to the report, be approved.</p> <p>(b) That the Nelson Street, Deal Conservation Area Character Appraisal as a material consideration for planning purposes, as set out in Appendix 2 to the report, be adopted.</p> <p>(c) That further work be undertaken to extend the Conservation Area boundary and to introduce an Article 4 Direction in response to the recommendations in the Nelson Street, Deal Conservation Area Character Appraisal.</p> <p>(d) That the Head of Regeneration and Development, in consultation with the Portfolio Holder for Environment, Waste and Planning, be authorised to make any necessary editorial changes to the Nelson Street, Deal Conservation Area Appraisal to assist with clarity, consistency, explanation and presentation.</p>	<p>None.</p>	<p>At its meeting held on 5 September 2016, Cabinet approved a draft Conservation Area Character Appraisal for Nelson Street, Deal for public consultation which has now been completed (CAB 41). Once adopted, the Character Appraisal will be a material consideration for planning purposes.</p> <p>Under the Planning (Listed Buildings and Conservation Areas) Act 1990 there is a requirement for local planning authorities to review their conservation areas and publish proposals for their</p>	

			preservation and enhancement, including the production of character appraisals.	
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Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 125 9.1.17 Open</p> <p>Key Decisions No ☞ Call-in to apply Yes</p> <p>Implementation Date 17 January 2017</p>	<p><u>INFORMATION SECURITY, RISK AND GOVERNANCE FRAMEWORK AND POLICIES</u></p> <p>It was agreed:</p> <p>(a) That the Information Security and Governance Framework and the associated suite of Information Governance Policies at Appendix 3 to the report be approved for implementation from 9 January 2017.</p> <p>(b) That the Director of Governance be authorised to make any future minor changes or amendments to the Framework and associated policies, providing that these changes do not change the substance of any of the policies.</p> <p>(c) That the Director of Governance be appointed as the Senior Information and Risk Officer for the Council, and be authorised to discharge the functions and responsibilities of that role, and the Head of Corporate Services be appointed as his deputy.</p>	<p>None.</p>	<p>In order to improve the management and security of information held and used by Canterbury City and Dover and Thanet District Councils, the East Kent Corporate Information Governance Group was formed to develop an Information Security and Governance Framework and an associated suite of Information Governance Policies for adoption across the three authorities.</p>	

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 126 9.1.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 17 January 2017 ~	<u>GUIDANCE ON SUSPECT DEVICES, PACKAGES AND CALLS</u> It was agreed that the Guidance on Suspect Devices, Packages and Calls be adopted as a Health and Safety Policy of the Council.	None.	The Council has a responsibility to manage and minimise any risk caused by terrorist or similar attacks by putting sensible and proportionate measures in place. Once approved, the guidance will become part of the Council's Health and Safety policies.	