



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

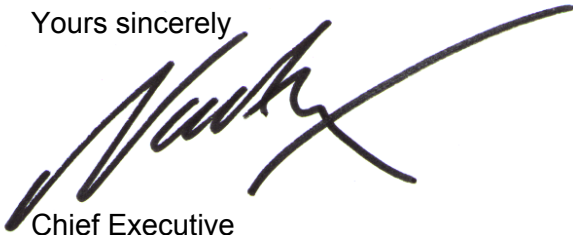
22 December 2016

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **CABINET** will be held at these offices (Council Chamber) on Monday 9 January 2017 at 11.00 am when the following business will be transacted.

Members of the public who require further information are asked to contact Kate Batty-Smith on (01304) 872303 or by e-mail at kate.batty-smith@dover.gov.uk.

Yours sincerely



Chief Executive

Cabinet Membership:

| | |
|---------------|---|
| P A Watkins | Leader of the Council |
| M D Conolly | Deputy Leader of the Council |
| T J Bartlett | Portfolio Holder for Property Management and Public Protection |
| P M Beresford | Portfolio Holder for Housing, Health and Wellbeing |
| N J Collor | Portfolio Holder for Access and Licensing |
| N S Kenton | Portfolio Holder for Environment, Waste and Planning |
| K E Morris | Portfolio Holder for Skills, Training, Tourism, Voluntary Services and Community Safety |

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **DECLARATIONS OF INTEREST** (Page 5)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

3 **RECORD OF DECISIONS** (Pages 6-20)

The Decisions of the meetings of the Cabinet held on 5 and 15 December 2016 numbered CAB 94 to CAB 112 (inclusive) are attached.

4 **NOTICE OF FORTHCOMING KEY DECISIONS** (Pages 21-23)

The Notice of Forthcoming Key Decisions is included in the agenda to enable the Cabinet to identify future agenda items of public interest that should be subject to pre-scrutiny.

ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES

To consider any issues arising from Overview and Scrutiny or other Committees not specifically detailed elsewhere on the agenda.

5 **DOVER LEISURE CENTRE - SPA FEASIBILITY STUDY**

To consider the recommendations of the Scrutiny (Policy and Performance) Committee (to follow).

6 **DOVER LEISURE CENTRE - BUILDING CONTRACTOR PROCUREMENT**

To consider the recommendations of the Scrutiny (Policy and Performance) Committee (to follow).

7 **RECYCLING REWARD SCHEME**

To consider the recommendations of the Scrutiny (Policy and Performance) Committee (to follow).

8 **DRAFT WATERLOO CRESCENT CONSERVATION AREA CHARACTER APPRAISAL**

To consider the recommendations of the Scrutiny (Policy and Performance) Committee (to follow).

9 **PROVISION OF ACCESS EQUIPMENT AND SERVICES FOR NEW WINDOWS AND EXTERNAL DECORATION AT CANADIAN ESTATE, DOVER**

To consider the recommendations of the Scrutiny (Policy and Performance) Committee (to follow).

10 **ENFORCEMENT AND MONITORING OF PLANNING CONDITIONS**

To consider the recommendations of the Scrutiny (Community and Regeneration) Committee (to follow).

EXECUTIVE - KEY DECISIONS

11 **ADOPTION OF NELSON STREET, DEAL CONSERVATION AREA CHARACTER APPRAISAL** (Pages 24-47)

To consider the attached report of the Chief Executive.

Responsibility: Portfolio Holder for Environment, Waste and Planning

12 **FEES AND CHARGES 2017/18** (Pages 48-112)

To consider the attached report of the Director of Finance, Housing and Community

Responsibility: Portfolio Holder for Corporate Resources and Performance

EXECUTIVE - NON-KEY DECISIONS

13 **INFORMATION SECURITY, RISK AND GOVERNANCE FRAMEWORK AND POLICIES** (Pages 113-267)

To consider the attached report of the Director of Governance.

Responsibility: Portfolio Holder for Corporate Resources and Performance

14 **GUIDANCE ON SUSPECT DEVICES, PACKAGES AND CALLS** (Pages 268-278)

To consider the attached report of the Director of Governance.

Responsibility: Portfolio Holder for Corporate Resources and Performance

15 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 279)

The recommendation is attached.

MATTERS WHICH THE MANAGEMENT TEAM SUGGESTS SHOULD BE CONSIDERED IN PRIVATE AS THE REPORT CONTAINS EXEMPT INFORMATION AS DEFINED WITHIN PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AS INDICATED AND IN RESPECT OF WHICH THE PROPER OFFICER CONSIDERS THAT THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION

EXECUTIVE - NON-KEY DECISIONS

16 **COMPENSATION PAYMENT** (Pages 280-281)

To consider the attached report of the Director of Environment and Corporate Assets.

Responsibility: Portfolio Holder for Property Management and Public Protection

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.

- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes will be published on our website as soon as practicably possible after each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Kate Batty-Smith, Democratic Support Officer, telephone: (01304) 872303 or email: kate.batty-smith@dover.gov.uk for details.

Large print copies of this agenda can be supplied on request.