

Public Document Pack



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24 March 2017

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **CABINET** will be held at these offices (Council Chamber) on Monday 3 April 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

A handwritten signature in black ink, appearing to read "Kate Batty-Smith", written over a white background.

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 4)

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

3 **RECORDS OF DECISIONS** (Pages 5-30)

The Decisions of the meeting of the Cabinet held on 1 March 2017 numbered CAB 147 to CAB 163 (inclusive) are attached.

The Decisions of the special meetings of the Cabinet held on 20 and 22 March 2017 numbered CAB 164 to CAB 170 (inclusive) are attached.

4 **NOTICE OF FORTHCOMING KEY DECISIONS** (Pages 31-34)

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 **YOUR LEISURE FUNDING ARRANGEMENTS**

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

6 **SOUTHERN WATER**

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

EXECUTIVE - KEY DECISIONS

7 **REVIEW OF ON AND OFF-STREET PARKING CHARGES** (Pages 35-46)

To consider the attached report of the Director of Governance.

Responsibility: Portfolio Holder for Access and Licensing

8 **DDC HEALTH AND SAFETY STREET-LIGHTING WORKS** (Pages 47-52)

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

Responsibility: Portfolio Holder for Property Management and Public Protection

EXECUTIVE - NON-KEY DECISIONS

9 **PERFORMANCE TARGETS 2017/18** (Pages 53-60)

To consider the attached report of the Director of Governance.

Responsibility: Portfolio Holder for Corporate Resources and Performance

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.

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Wednesday, 1 March 2017 at 11.00 am.

Present:

Chairman: Councillor P A Watkins

Councillors: M D Conolly
T J Bartlett
P M Beresford
N J Collor
N S Kenton
K E Morris

Also Present: Councillor B Gardner
Councillor P M Wallace

Officers: Chief Executive
Director of Environment and Corporate Assets
Director of Finance, Housing and Community
Director of Governance
Head of Finance
Head of Regeneration and Development
Policy and Projects Manager
Senior Accountant (Revenue and Treasury)
Principal Community and Leisure Officer
PR and Marketing Officer
Assistant Planner
Regeneration Delivery Technical Assistant
Democratic Support Officer

The formal decisions of the executive are detailed in the following schedule.

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)
CAB 147 1.3.17 Open Key Decisions No Call-in to apply Yes Implementation Date 9 March 2017	<u>APOLOGIES</u> It was noted that there were no apologies for absence.	None.	To note any apologies for absence.	

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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 148 1.3.17 Open Key Decisions No Call-in to apply Yes Implementation Date 9 March 2017	<u>DECLARATIONS OF INTEREST</u> It was noted that there were no declarations of interest.	None.	To note any declarations of interest.	

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)
CAB 149 1.3.17 Open Key Decisions No Call-in to apply Yes Implementation Date 9 March 2017	<u>RECORD OF DECISIONS</u> It was agreed that the decisions of the meeting of the Cabinet held on 9 January 2017, as detailed in decision numbers CAB 113 to CAB 128, be approved as a correct record and signed by the Chairman.	None.	Cabinet is required to approve the Record of Decisions of the Cabinet meeting held on 9 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 150 1.3.17 Open Key Decisions No Call-in to apply Yes Implementation Date 9 March 2017	<u>NOTICE OF FORTHCOMING KEY DECISIONS</u> It was agreed that there were no forthcoming Key Decisions identified for pre-Scrutiny at this stage.	None.	Cabinet is requested to identify any Key Decisions that it considers would be beneficial to refer to one of the Scrutiny Committees before the matter comes before Cabinet for formal decision.	

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 151 1.3.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 9 March 2017</p>	<p><u>FEES AND CHARGES 2017/18</u></p> <p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 124, made at its meeting held on 14 February 2017 (Minute No 155), be acknowledged.</p> <p>(b) That Cabinet decision CAB 124 be reaffirmed.</p>	None.	The Scrutiny (Policy and Performance) Committee, at its meeting held on 14 February 2017, endorsed Cabinet decision CAB 124 of 9 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)
<p>CAB 152 1.3.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 9 March 2017</p>	<p><u>YOUR LEISURE FUNDING ARRANGEMENTS</u></p> <p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 140, made at its meeting held on 14 February 2017 (Minute No 158), be acknowledged.</p> <p>(b) That Cabinet decision CAB 140 be reaffirmed.</p>	None.	The Scrutiny (Policy and Performance) Committee, at its meeting held on 14 February 2017, endorsed Cabinet decision CAB 140 of 6 February 2017.	

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 153 1.3.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 9 March 2017</p>	<p><u>PERFORMANCE REPORT - THIRD QUARTER 2016/17</u></p> <p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 146, made at its meeting held on 14 February 2017 (Minute No 153), be acknowledged.</p> <p>(b) That Cabinet decision CAB 146 be reaffirmed.</p>	None.	The Scrutiny (Policy and Performance) Committee, at its meeting held on 14 February 2017, endorsed Cabinet decision CAB 146 of 6 February 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)
<p>CAB 154 1.3.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 9 March 2017</p>	<p><u>REGENT CINEMA</u></p> <p>It was agreed that the Scrutiny (Policy and Performance) Committee's recommendation, made at its meeting held on 14 February 2017 (Minute No 152), be approved as follows:</p> <p>That a report on progress in respect of Cabinet decision CAB 61 be provided to the Scrutiny (Policy and Performance) Committee at its meeting to be held on 18 April 2017.</p>	None.	The Scrutiny (Policy and Performance) Committee, at its meeting held on 14 February 2017, received an update on the Regent Cinema and made a recommendation. Matters relating to the Regent Cinema were previously	

Record of Decisions: Executive Functions

			considered by Cabinet at its meeting held on 3 October 2016 (CAB 61).
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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 155 1.3.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply (a) Yes (b) No</p> <p>Implementation Date (a) 9 March 2017 (b) 2 March 2017</p>	<p><u>COUNCIL BUDGET 2017/18 AND MEDIUM-TERM FINANCIAL PLAN 2017/18-2020/21</u></p> <p>(a) It was agreed:</p> <p>(i) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 138, made at its meeting held on 14 February 2017 (Minute No 154), be acknowledged.</p> <p>(ii) That, subject to Council approving the 2017/18 budget, the grants to organisations, as set out in Annex 11 of the report, be approved as follows:</p> <p style="padding-left: 20px;">Grants to Concessionary Rentals - £35,105 Various grants towards rentals/lease charges</p> <p style="padding-left: 20px;">Financial Assistance Payments to Other Outside Bodies:</p> <p style="padding-left: 40px;">Your Leisure - £265,000</p> <p style="padding-left: 40px;">Pegasus Playscheme - £1,500 Provision of a play scheme for children with disabilities</p> <p style="padding-left: 40px;">Kent County Council - £3,000 Contribution to Sports Partnership</p>	None.	<p>The Medium-Term Financial Plan (MTFP) is the Council's key financial planning tool and underpins the Council's financial planning strategy and corporate planning process.</p> <p>At its meeting held on 6 February 2017, Cabinet considered a draft budget and MTFP (CAB 138) which subsequently went to the Scrutiny (Policy and Performance) Committee on 14 February 2017 for its consideration</p>	

Record of Decisions: Executive Functions

11	<p>Gazen Salts Nature Reserve - £4,500 To assist in managing and maintaining the reserve</p> <p>Sandwich Town Cricket Club - £10,000 To assist the club in defraying its expenditure in managing, maintaining and improving the recreation grounds at The Butts and Gazen Salts</p> <p>Dover Rugby Club - £12,000 For ground maintenance at Crabble Athletic Ground, covered by savings made in the landscape maintenance contract</p> <p>Victoria Bowls - £1,000 Contribution to running expenses of the Club</p> <p>Dover Citizens' Advice Bureau - £100,500 £97,000 core funding grant, plus £3,500 service charge contribution</p> <p>Neighbourhood Forums - £22,500 Joint contribution with Kent County Council for neighbourhood projects</p> <p>Home Improvement Agency - £7,900 'In Touch' Housing Improvement Agency funding</p> <p>Deal Town Council - £5,000 Astor Theatre</p> <p>Action with Communities in Rural Kent - £3,500 Contribution to rural housing</p> <p>Dover Bowls Club - £10,000 New grant for 2017/18 for ground maintenance at Dover Bowling</p>		<p>(Minute No 154).</p> <p>The Committee endorsed Cabinet's decision. Cabinet approval is now required for the 2017/18 budget and MTFP 2017/18-2020/21 before final approval by Council on 1 March 2017.</p>	
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Record of Decisions: Executive Functions

12	<p>Green. Covered by savings within the grounds maintenance budget.</p> <p>(iii) That the various Cabinet recommendations produced at the end of the sections within the Budget and Medium-Term Financial Plan (MTFP), and summarised in Annex 14 to Appendix 1 of the report, be approved as follows:</p> <p>(A) Continue the practice of delegating authority to the Director of Finance, Housing and Community to approve revenue budget carry forwards within the guidelines set out.</p> <p>(B) Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, the setting of the level of the on-going Housing Revenue Account (HRA) minimum balance, the transfer of balances to the Housing Initiatives Reserve (HIR), the use of prudential borrowing, and adjustment of the resources of the HIR accordingly.</p> <p>(C) Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, approval of offers, tenders or bids for the purchase of properties on the open market or at auction, in order to respond to market opportunities.</p> <p>(D) Continue the practice of delegating authority to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, to apply capital receipts, revenue resources, grants, Section 106 monies, etc. to finance the approved Capital and Special Revenue Projects programmes.</p> <p>(E) Continue the practice of delegating authority to the Director of Finance, Housing and Community, in consultation with the</p>			
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Record of Decisions: Executive Functions

13	<p>Portfolio Holder for Corporate Resources and Performance, to authorise projects up to £50,000 that have been included in the Capital and Special Revenue Projects programmes; authorise the allocation of funds to projects from the Capital and Special Revenue Contingencies; authorise virements between regeneration projects and apply Growth Point reserves to regeneration projects.</p> <p>(F) Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, the amendment of the level and period of investment in property funds.</p> <p>(b) It was agreed to recommend to Council:</p> <p>(i) That the General Fund Revenue Budget, the Capital and Special Projects Programmes, the Housing Revenue Account Budget, the Council Tax Resolution and the content of the MTFP be approved.</p> <p>(ii) That it be noted that it is the view of the Director of Finance, Housing and Community (Section 151 Officer) that the budget has been prepared in an appropriate and prudent manner and that, based upon the information available at the time of producing this report, the 2017/18 estimates are robust and the resources are adequate for the Council's current spending plans in 2017/18.</p> <p>(iii) That the various Council recommendations at the end of the sections within the attached Budget and MTFP report, and summarised in Annex 14 to Appendix 1 of the report, be approved as follows:</p> <p>(A) Approve the General Fund Revenue Budget for 2017/18 and the projected outturn for 2016/17.</p> <p>(B) Approve the policies and protocols regarding the General</p>			
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Record of Decisions: Executive Functions

14	<p>Fund balances and earmarked reserves, and transfers between reserves as set out in Annex 6 of the report.</p> <p>(C) Approve the 2016/17 Projected Outturn and the 2017/18 HRA budget at Annex 7 of the report.</p> <p>(D) Delegate to Cabinet the approval of individual projects to be financed by the HIR.</p> <p>(E) Approve the Capital and Special Revenue Projects Programmes.</p> <p>(F) Approve that capital resources required to finance new projects are secured before new projects commence.</p> <p>(G) Approve the Treasury Management Strategy, including the Prudential Indicators and Minimum Revenue Provision Statement.</p> <p>(H) Approve the Council Tax Resolution as set out at Annex 10A of the report.</p> <p>(I) That it be noted that, if the formal Council Tax Resolution at Annex 10A of the report is approved, the total Band D Council Tax will be as set out at Annex 14 of the report.</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)
CAB 156 1.3.17 Open Key Decisions	<u>BUSINESS CASE - SINGLE EAST KENT COUNCIL</u> It was agreed: (a) That the business case for a single East Kent Council, as set out	Not to amend the report's recommendations.	In response to the financial challenges facing local government, and the opportunity	

Record of Decisions: Executive Functions

<p>Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 9 March 2017</p> <p style="text-align: center;">15</p>	<p>in the report, be forwarded to the Scrutiny (Policy and Performance) Committee for consideration at its meeting to be held on 13 March 2017.</p> <p>(b) That the proposed timetable for the creation of a new council makes provision that any decision to proceed with the project will be considered by Council at its meeting to be held on 19 July 2017. Any recommendations made by Council will be considered by Cabinet when it meets to make its executive decision.</p>		<p>afforded to drive improvements and growth in the east Kent area, Cabinet agreed at its meeting held on 25 July 2016 that a business case be developed for the merger of the five east Kent authorities (CAB 27).</p> <p>Cabinet is requested to agree that the business case be considered by the Scrutiny (Policy and Performance) Committee at its meeting to be held on 13 March 2017. Cabinet will then consider any recommendations from the Scrutiny Committee when making its recommendations to Council.</p>	
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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 157 1.3.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 9 March 2017</p> <p>10</p>	<p><u>LOCAL PLAN REVIEW</u></p> <p>It was agreed:</p> <p>(a) That the draft Strategic Housing Market Assessment and the Economic Development Needs Assessment, as set out at Appendices 1 and 2 respectively of the report, be approved.</p> <p>(b) That the commencement of a Local Plan Review be approved.</p> <p>(c) That the updated Local Development Scheme, as set out at Appendix 3 of the report, be approved.</p> <p>(d) That the membership of the Local Plan Project Advisory Group be reviewed, and a strategy for how and with whom engagement/consultation will be undertaken be submitted to Cabinet at the appropriate juncture.</p> <p>(e) That the Head of Regeneration and Development be authorised, in consultation with the Leader of the Council and the Portfolio Holder for Environment, Waste and Planning, to undertake public engagement under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012 which will identify the issues that the Local Plan ought to contain and to prepare a draft plan for submission to Cabinet for approval and subsequent publication under Regulation 19.</p>	<p>Not to amend the report's recommendations.</p>	<p>The Council's Core Strategy was adopted in February 2010 and covers the period up to 2026, but is based on research from 2006. The Council's Land Allocations Local Plan was adopted in January 2016 and allocates a number of sites for future development. These documents, together with policies 'saved' from the 2002 Local Plan, form the Council's current Local Plan.</p> <p>The 2014/15 Authority Monitoring Report identified the need to review key parts of the Local Plan. Cabinet is requested to agree</p>	

Record of Decisions: Executive Functions

			that a review is commenced.
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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 158 1.3.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 9 March 2017</p>	<p><u>DOVER DISTRICT COUNCIL AUTHORITY MONITORING REPORT 2015-16</u></p> <p>It was agreed that the Authority Monitoring Report 2015/16, as set out at Appendix 1 to the report, be approved and made available on the Council's website.</p>	<p>None.</p>	<p>National Planning Practice Guidance requires the Council to publish annually information which demonstrates its progress with Local Plan preparation and how the implementation of policies in the Local Plan is progressing.</p> <p>The Authority Monitoring Report for consideration covers the period 1 April 2015 to 31 March 2016.</p>	

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 159 1.3.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 9 March 2017</p> <p>→ ∞</p>	<p><u>APPROPRIATION OF ASSETS</u></p> <p>It was agreed:</p> <p>(a) That the principle be approved that the commercial property assets listed in Appendices A and B of the report, currently held for the purposes of the Housing Act 1985, be appropriated pursuant to Section 122 of the Local Government Act 1972, to be held for the purposes of Section 120 of the Local Government Act 1972.</p> <p>(b) That the relevant accounting transactions be undertaken during the 2017/18 Financial Year to reflect the appropriation of the assets from the Housing Revenue Account (HRA) to the General Fund (GF).</p> <p>(c) That the Director of Environment and Corporate Assets be authorised to approve the precise areas of land to be appropriated and to make the appropriation.</p>	<p>None.</p>	<p>The Council owns a considerable number of dwellings, garages, shops, etc. Property assets such as shops and garages were originally provided under Housing Act powers in connection with housing accommodation provided by the Council. However, many of these assets are no longer associated with the provision of Council housing and, for accounting purposes, it is now appropriate to move them from the Council's Housing Revenue Account to its General Fund, in accordance with the provisions of the Local</p>	

Record of Decisions: Executive Functions

			Government Act 1972.	
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 160 1.3.17 Open Key Decisions No Call-in to apply Yes Implementation Date 9 March 2017	<u>DOVER DISTRICT COUNCIL COMMUNITY GRANTS SCHEME AND NEIGHBOURHOOD FORUMS</u> It was agreed: (a) That the Dover District Council membership of the Neighbourhood Forums for 2017/18, as set out in Table 1 of the report, be approved. (b) That the actions arising from the review of the Dover District Council Community Grants Scheme for 2016/17, as set out in paragraph 5.1 of the report, be approved.	None.	There are five Dover District Neighbourhood Forums which are used by Dover District Council and Kent County Council to award small capital grants for community projects. The Forums also meet to provide members of the public with an opportunity to voice their ideas, concerns and opinions on key issues. A review of the grants scheme has taken place and changes arising from the review will be introduced in 2017/18.	

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 161 1.3.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 9 March 2017</p>	<p><u>RESIDENTIAL AND COMMERCIAL INVESTMENT PROJECT ADVISORY GROUPS - TERMS OF REFERENCE</u></p> <p>It was agreed that the draft Terms of Reference for the Residential and Commercial Investment Project Advisory Groups be approved.</p>	<p>None.</p>	<p>At its meeting held on 21 November 2016, Cabinet established the Residential and Commercial Investment Project Advisory Groups in order to take forward the Council's new Property Investment Strategy. Cabinet is now required to agree Terms of Reference for both Groups.</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 162 1.3.17 Open</p> <p>Key Decisions No</p>	<p><u>EXCLUSION OF THE PRESS AND PUBLIC</u></p> <p>That, in accordance with the provisions of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the press and the public be excluded during consideration of the following item of business on the grounds that it involves the likely</p>	<p>None.</p>		

Record of Decisions: Executive Functions

Call-in to apply Yes Implementation Date 9 March 2017	disclosure of exempt information as defined in paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972.			
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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 163 1.3.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 9 March 2017	<u>YOUR LEISURE FUNDING ARRANGEMENTS</u> It was agreed: <ul style="list-style-type: none"> (a) That the Council should cease all funding to Your Leisure for the operation of Dover Leisure Centre from 31 March 2018, the result of which will be the ending of the lease on that date. (b) That the Director of Environment and Corporate Assets be authorised, in consultation with the Portfolio Holder for Property Management and Public Protection, to negotiate and agree the terms with Your Leisure for the extension of the lease for Tides Leisure and Indoor Tennis Centre in Deal. (c) That a comprehensive assessment be carried out to: (i) clarify the nature and cost of works required to improve facilities at Tides Leisure Centre; and (ii) identify the likely future capital and maintenance costs of the Centre. A further report shall then be submitted to Cabinet. 	Not to amend the report's recommendations.	At its meeting held on 6 February 2017, and on the advice of the Solicitor to the Council, Cabinet agreed to defer consideration of Your Leisure funding arrangements beyond March 2018 in order for further consultation to take place.	

The meeting ended at 12.22 pm

Public Document Pack

Record of the decisions of the special meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 20 March 2017 at 11.00 am.

Present:

Chairman: Councillor P A Watkins

Councillors: M D Conolly
T J Bartlett
P M Beresford
N J Collor
N S Kenton
K E Morris

Also Present: Councillor S S Chandler
Councillor B Gardner
Councillor P Walker

Officers: Director of Finance, Housing and Community
Director of Governance
Head of Regeneration and Development
PR and Marketing Officer
Democratic Support Officer

The formal decisions of the executive are detailed in the following schedule.

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)
CAB 164 20.3.17 Open Key Decisions No Call-in to apply Yes Implementation Date 28 March 2017	<u>APOLOGIES</u> It was noted that there were no apologies for absence.	None.	To note any apologies for absence.	

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 165 20.3.17 Open Key Decisions No Call-in to apply Yes Implementation	<u>DECLARATIONS OF INTEREST</u> It was noted that there were no declarations of interest.	None.	To note any declarations of interest.	

Date 28 March 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 166 20.3.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 28 March 2017	<u>BUSINESS CASE - SINGLE EAST KENT COUNCIL</u> It was agreed that the recommendations of the Scrutiny (Policy and Performance) Committee, made at its meeting held on 13 March 2017 (Minute No 169), be approved as follows: (a) That the dates of the consultation events be circulated to all Members of the Council. (b) That the Scrutiny (Policy and Performance) Committee be provided with the full details of the consultation results.	None.	The Scrutiny (Policy and Performance) Committee, at its meeting held on 13 March 2017, considered the report on the business case for a single east Kent council and made two recommendations to Cabinet.	

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 167 20.3.17 Open Key Decisions Yes Call-in to apply Yes	<u>PROPOSED REVISIONS TO THANET DISTRICT COUNCIL'S LOCAL PLAN (PREFERRED OPTIONS)</u> It was agreed that, in respect of the Proposed Revisions to the draft Thanet District Council Local Plan (Preferred Options), the following representations be sent to Thanet District Council: (a) Evidence from Dover District Council's (DDC) Strategic Housing Market Assessment (SHMA) has concluded that Dover District is best placed in a Shepway and Dover Housing Market Area (HMA)	Not to amend some of the report recommendations.	Thanet District Council is seeking views on proposed revisions to its Local Plan (Preferred Options) 2015, public consultation on which runs from 20	

<p>Implementation Date 28 March 2017</p>	<p>rather than a Thanet, Canterbury and Dover HMA which has been identified in Thanet District Council's (TDC) SHMA. DDC therefore objects to Dover District's identification in a Thanet HMA.</p> <p>(b) In future DDC would encourage TDC to make a more positive effort in collaborating with DDC at an early stage under the Duty to Co-operate (DTC) on the future of Manston Airport and other cross-boundary strategic issues and that TDC instigates these DTC meetings from here on where there is a cross-boundary issue that arises from within TDC.</p> <p>(c) Until the Development Consent Order process has been concluded (presently at pre-application stage), DDC's resolution towards the retention of Manston as an operational airport is maintained and an objection is made to Policy SP05 for the redevelopment of the former Manston airport site for mixed use development.</p> <p>(d) DDC objects to Policy SP05 as no justification, as part of the Local Plan-making process, has been given for the need for 85,000sqm of employment and leisure floor space, and its potential impact on Dover District has not therefore been properly assessed.</p> <p>(e) Policy SP05 should be amended to clearly specify the amount of retail/leisure floor space for the District centre, and that TDC undertakes an impact assessment in order that the effect on town centres in Dover District can be evaluated.</p> <p>(f) DDC objects to Policy SP05 on the grounds that no Landscape and Visual Impact Assessment has accompanied the Local Plan which clearly demonstrates how the redevelopment of the Manston airport site will protect key vantage points from within Dover District.</p>		<p>January to 17 March 2017. It is important that Dover District Council submits its views on these proposals in order to ensure that issues which affect Dover District are fully considered and properly coordinated.</p>	
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	<p>(g) DDC supports the revised location of the Thanet Parkway Station (Policy SP39) and welcomes the provision of journey time reductions from Ashford through to Thanet. In a spirit of reciprocity, DDC would encourage TDC to recognise DDC's aspirations to improve journey times to Dover district.</p> <p>(h) DDC has ongoing concerns associated with the performance and serviceability at Brenley Corner, noting that, whilst the junction lies outside Thanet District, the additional traffic generated by the Thanet Local Plan proposals could impact on its operation in serving the A2 trunk road to Dover town and port. DDC seeks assurance from TDC over the suitability of the junction to serve all of the growth that has been identified in the Thanet District Council Local Plan while sustaining the strategic demands at the junction, particularly in circumstances where the Lower Thames Crossing comes forward within the Plan period.</p>			
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The meeting ended at 11.12 am

Public Document Pack

Record of the decisions of the special meeting of the **CABINET** held at the Council Offices, Whitfield on Wednesday, 22 March 2017 at 7.43 pm.

Present:

Chairman: Councillor P A Watkins

Councillors: M D Conolly
T J Bartlett
P M Beresford
N J Collor
N S Kenton
K E Morris

Officers: Chief Executive
Director of Finance, Housing and Community
Director of Governance
Democratic Support Officer

The formal decisions of the executive are detailed in the following schedule.

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)
CAB 168 22.3.17 Open Key Decisions No Call-in to apply Yes Implementation Date 30 March 2017	<u>APOLOGIES</u> It was noted that there were no apologies for absence.	None.	To note any apologies received.	

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 169 22.3.17 Open Key Decisions No Call-in to apply Yes Implementation	<u>DECLARATIONS OF INTEREST</u> It was noted that there were no declarations of interest.	None.	To note any declarations of interest.	

Date 30 March 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)
<p>CAB 170 22.3.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 30 March 2017</p>	<p><u>BUSINESS CASE - SINGLE EAST KENT COUNCIL</u></p> <p>It was agreed:</p> <p>(a) That, commencing after the Kent County Council election on 4 May 2017, Canterbury City Council undertakes a public and stakeholder consultation and engagement exercise to ascertain views on the proposal set out in Recommendation 1 of the report which can be taken into account by the Secretary of State for Communities and Local Government in deciding to make regulations under the Cities and Local Government Devolution Act 2016.</p> <p>(b) That the Council will contribute to Canterbury City Council one quarter of the cost of undertaking the consultation and engagement referred to in Recommendation 2 of the report.</p> <p>(c) That the Leader of the Council be requested to establish the proposed governance structure for the project, as set out in Section 5 (Management Case) in the business case.</p>	<p>None.</p>	<p>In response to the financial challenges facing local government, and the opportunity afforded to drive improvements and growth in the east Kent area, Cabinet agreed at its meeting held on 25 July 2016 that a business case be developed for the merger of the five east Kent authorities (CAB 27).</p> <p>Following approval by Council on 22 March 2017 that a single east Kent council be explored further, Cabinet is requested to approve that public and stakeholder consultation on the</p>	

			proposal is undertaken by Canterbury City Council.	
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The meeting ended at 7.45 pm



Notice of Forthcoming Key Decisions

[This updated version of the Notice supersedes all other versions issued in previous months]

Publication Date: 3 March 2017

Notice of Forthcoming Key Decisions which will be made on behalf of the Council

Key Decisions 2016/17	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)
1	Preparation of the Dover District Council Draft Community Infrastructure Levy Charging Schedule	3 December 2012 and dates to be confirmed
2	Neighbourhood Plans	June 2013 and ongoing (see entry)
3	Gypsy, Traveller and Travelling Showpeople Development Plan	This entry has been withdrawn as it will be included in the review of the Local Plan (see entry no. 36)
4	Dover Town Centre Regeneration: To consider progress on the Compulsory Purchase Order and any issues arising which may go beyond the scope of the resolutions incorporated in Minute CAB 87	8 September 2014/24 April 2015/7 March 2016 and ongoing
5	Approval of the award of a contract for the electrical re-wiring of Council-owned properties	This entry has been withdrawn
6	Revised Hackney Carriage and Private Hire Licensing Policy	1 February 2016 and 4 July 2016
7	To consider: a) the result of consultation on the extension of the Kingsdown Conservation Area boundary and b) the introduction of an Article 4 Direction	a) 29 February 2016 b) 5 September 2016
8	To seek approval for the implementation of the Indoor Sports Facility Strategy and support the work being undertaken to replace Dover Leisure Centre.	7 March and 4 July 2016
9	Approval of Housing Adaptations Policy	9 May 2016
10	To seek Cabinet approval for public consultation on draft Nelson Street, Deal Conservation Area Appraisal	5 September 2016 and 9 January 2017
11	Future provision of Grounds Maintenance Services	9 May 2016
12	Extension to fitness suite at Tides Leisure Centre, Deal	Project delayed pending appointment of new operator for Tides Leisure Centre
13	Parking Strategy Review	9 May and 5 September 2016
14	Approval of Fuel Poverty Strategy for Kent	5 September 2016
15	Review of Aylesham Village Expansion Development Agreement	7 November 2016

Key Decisions 2016/17	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)
16	Approval to develop detailed plans for replacement of Dover Leisure Centre	25 July/20 September and 15 December 2016 (special Cabinet meetings) and 4 September 2017
17	Project approval for the refurbishment of Norman Tailyour House	5 September 2016
18	To agree the Council's requirements for the submission of financial viability assessments	20 March 2017 (Developer Contributions Executive Committee)
19	Authority Monitoring Report	1 March 2017
20	Statutory Brownfield Register	To be confirmed
21	Review of Tenancy Strategy and Tenancy Policy	October/November 2017
22	Approval of draft Waterloo Crescent, Dover Conservation Area Appraisal for public consultation	5 December 2016 and date to be confirmed
23	To seek approval for the introduction of fixed penalty notices and the level to be set for fly-tipping offences under Section 33 of the Environmental Protection Act 1990	7 November 2016
24	Approval for the continuation of 'Energy Deal', the Collective Energy Switching Scheme	7 November 2016
25	To implement a recycling reward scheme	5 December 2016
26	Council Tax Reduction Scheme	21 November 2016
27	To approve the cost and contractual arrangements with regard to access to Canadian Estate properties for installation of replacement uPVC windows and redecoration	5 December 2016
28	Agreement on levels of Fees and Charges for 2017/18	9 January 2017
29	Recommendation to Council of the draft 2017/18 Budget and Medium-Term Financial Plan 2017/18-2020/21 and approval by Cabinet of various delegations within the Budget	6 February and 1 March 2017
30	Thanet District Council Preferred Options Local Plan	20 March 2017
31	Canterbury City Council Local Plan (Proposed Main Modifications)	This decision will be taken between Cabinet meetings as there is a deadline of 24 March 2017 for consultation responses
32	To approve the award of a contract for the preparation of a planning application and an application for Scheduled Monument Consent for a Commonwealth War Memorial at Western Heights, Dover	Decision to be taken by Portfolio Holder for Environment, Waste and Planning - March 2017
33	Appropriation of Assets	1 March 2017
34	Award of 3-year contract for cleaning services (including public toilets)	6 February 2017

Key Decisions 2016/17	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)
35	Award of 3-year contract for cleaning services for Council's Whitfield offices	6 February 2017
36	Review of Local Plan	1 March 2017 and dates to be confirmed
37	Property Acquisitions	Ongoing (decisions to be taken by Portfolio Holder for Corporate Resources and Performance)
38	Approval for public consultation on draft South Barracks Conservation Area Appraisal	8 May 2017 and date to be confirmed
39	To consider the results of public consultation on the Waterloo Crescent Conservation Area Appraisal and approve public consultation on proposed boundary extensions	3 April 2017 and dates to be confirmed
40	To consider the results of public consultation on the extension of the Nelson Street Conservation Area boundary and the introduction of an Article 4 Direction	8 May 2017 and date to be confirmed
41	Review of Parking Charges	3 April 2017
42	Approval to carry out health and safety works to Dover District Council street lights	3 April 2017
43	Approval to cease providing a face-to-face customer service function at Aylesham, Deal and Sandwich area offices	3 April 2017
44	Approval of revisions to the 2012 Housing Assistance Policy	8 May 2017
45	Approval of amended Dover District Council Events Policy and Land Hire Agreement	8 May 2017

- Note: (1) Key Decisions which are shaded have already been taken and do not appear in this updated version of the Notice of Forthcoming Key Decisions.
- (2) The Council's Corporate Management Team reserves the right to vary the dates set for consultation deadline(s) and for the submission of reports to Cabinet and Council in respect of Key Decisions included within this version of the notice. Members of the public can find out whether any alterations have been made by looking at the Council's website (www.dover.gov.uk).

Subject:	REVIEW OF ON AND OFF-STREET PARKING CHARGES
Meeting and Date:	Cabinet - 3 April 2017
Report of:	Roger Walton, Director of Environment and Corporate Assets
Portfolio Holder:	Councillor Nigel Collor, Portfolio Holder for Access and Licensing
Decision Type:	Key Decision
Classification:	Unrestricted

Purpose of the report: To brief Cabinet on the outcome of the annual review of parking charges and seek approval for minor changes to the charges for the Council's on and off-street parking and parking permits as set out in the report.

- Recommendation:**
1. To note the outcome of the annual review of parking charges.
 2. To agree to continue to freeze parking charges at their current levels as set out in Appendix 1 with the following minor exceptions:
 - a) To agree to the proposed reduction in the maximum daily charge at those locations as detailed in Appendix 1.
 - b) To agree to the principle of the introduction of a charge of £7.50 for overnight parking by motorhomes on Dover seafront.
 - c) To agree to replace the current linear parking charges for coaches at Castle Hill Car Park and Maison Dieu Car Park both in Dover with a charge of £7.50 for up to 8 hrs.
 - d) To increase the charge for visitor permits to £2.
 3. To authorise the Director of Environment and Corporate Assets acting in consultation with the Portfolio Holder for Access and Licensing to make the necessary arrangements to introduce the above charges as soon as is practicable, and to make the necessary changes to the Council's On-Street and Off-Street Parking Orders.
 4. To agree to the proposal that charges at the Tides Leisure Centre should be withdrawn in due course to match the proposal that parking at the new Dover Leisure Centre should be free and to ask officers to bring forward proposals to enable this to be put into effect at the appropriate time including arrangements to limit length of stay and/or restrict use to leisure centre customers.
-

1. Summary

- 1.1 This report seeks agreement for the parking charges for both on and off-street parking including permit charges for the coming year. In January 2011 it was agreed that parking charges would be reviewed annually and in line with that decision it is considered appropriate to review charges once again.

1.2 In making these recommendations, consideration has been given to equality issues. It is not anticipated that this will adversely affect any of the protected groups.

2. **Introduction and Background**

2.1 Parking charges were last increased in Dover district on 8th February 2016, after having been previously frozen for 4 years.

2.2 As noted above, Cabinet has previously agreed that charges should be reviewed annually and an analysis has been undertaken of current charges and charging periods within neighbouring authorities as set out in Appendices 2.

2.3 This review highlights indicates that charges within Dover District remain below those of neighbouring authorities and the Council also has a shorter charging period than neighbouring authorities most of whom have charges which extend into the evening period.

2.4 It is equally recognised that the effective management of parking is an important factor in increasing the vitality of our town centres. The Council's Parking Strategies recognise the importance of setting tariffs at a level which encourages wider utilisation of all available parking provision across each of the towns and seeks to the availability of spaces with public expectations and demand.

2.5 The demand for parking spaces clearly varies through the day, week and year and setting tariff levels to seek to meet all such scenarios is unrealistic, but the current charging structure does seek to take account of this recognising the seasonality of demand at St. Margaret's Bay for example.

2.6 Support to the local economy has also been provided in partnership with the local business community through the free parking arrangements offered to support Small Business Saturday in December and in offering free parking for the two week Christmas period.

2.7 In considering the appropriate level for parking charges the Council needs to be mindful of advice on parking policy and charges given in the Secretary of State's Statutory Guidance to the Local Authorities on the Civil Enforcement of Parking Contraventions, expanded upon in Operational Guidance to Local Authorities: Parking Policy and Enforcement.

2.8 This states that charges should be proportionate, so authorities should not set them at unreasonable levels and the Guidance also indicates that when setting on- and off-street parking charges, authorities should consider lower charges off-street than on-street. This would encourage drivers to park off-street, thus minimising on-street congestion caused by vehicles searching for spaces.

3. **Proposals for 2017/18**

3.1 In reviewing the current parking charges, both current usage levels and the charging policies in adjacent authorities have been reviewed to ensure that the Council's charges are set at a level which would disadvantage our town centres in comparison with neighbouring towns.

3.2 Accordingly, it is clear that the charges set by Dover DC remain below those of neighbouring authorities. There is no evidence that this is adversely affecting the availability of spaces and so no increases are proposed to the current charges.

3.3 Similarly with regard to the charging period, the Council has a shorter charging period than neighbouring authorities most of whom have charges which extend into the evening period. No changes are proposed to the current charging period.

3.4 However, it is proposed to make some minor adjustments to charges as follows:

- (a) The charges in a number of car parks see a linear charge being levied for the first 5 hours, but then changing to a single sum for the remainder of the charging period.

Period	Charge
1hr	£1.10
2hr	£2.20
3hrs	£3.30
4hrs	£4.40
5hrs	£5.50
All day	£8.25

For example:

In effect this means for example, that the charge for 6, 7 or 8 hours is £8.25, which departs from the principle of linear parking. It is therefore proposed to reduce the charge levied for over 5 hours as set out in Appendix 1 to deal with this anomaly.

- (b) During the development of the Council's new parking strategy, one of the main areas of public comment related to the parking of motorhomes, especially on Dover seafront overnight. This issue has previously been discussed by members of the Dover Joint Transportation Board, who resolved in September 2014;

(a) That an overnight ban from 6.00pm to 6.00am, Monday to Sunday, on motor caravans parking on Marine Parade and Waterloo Crescent, Dover and The Beach, Walmer be advertised.

(b) That officers be instructed to explore options for the provision of alternative parking for both sites, including holding discussions with third parties as appropriate.

This issue was given thorough consideration during the development of the Parking strategy, recognising the need to balance the concerns of local residents with the importance of supporting the visitor economy, but an acceptable permanent solution has yet to be found.

Whilst the search for a permanent arrangement for the parking of motorhomes continues, it is however considered appropriate to suggest that a small charge of £7.50 per night be introduced for motorhomes choosing to park overnight on Dover seafront.

- (c) The Council has undertaken during the past few months a detailed review of the indoor sports and leisure facilities and has taken the decision to move forward with plans to replace the current Dover Leisure Centre with a new facility to be sited at Whitfield.

During the discussions regarding the development of the new facility, it has been clearly determined that parking should be free at the new facility. This raises clear questions as to whether as the new centre is progressed; charges should also be removed from the car park at Tides Leisure Centre in Deal so as not to disadvantage users of that facility. This was indeed noted within the Parking Strategy, which encouraged the review of the parking regulation within Tides and Victoria Park.

Whilst noting the need to review the principle of charging at Tides, it is equally important to consider whether some controls are needed on the length of stay given the proximity to the railway station and town centre.

Cabinet are therefore asked to agree to the proposal that charges at Tides Leisure Centre should be withdrawn, in due course to match the proposal that parking at the new Dover Leisure Centre should be free and to ask officers to bring forward proposals to enable this to be put into effect at the appropriate time including arrangements to limit length of stay and/ or restrict use to leisure centre customers.

- (d) The Council provides facilities for coach parking at three locations; Seafront, Castle Hill Car Park and Maison Dieu Car Park all in Dover. The current charge at the three sites is based on a linear charge of £1.80 per hour. Analysis of ticket data indicates that the average length of stay is from 4 to 5 hours and it is proposed to revert instead to a single charge of £7.50 for up to 8 hours. This will be simpler for coach operators, will hopefully encourage stays to be extended and is similar to that charged within neighbouring authorities.
- (e) In areas subject to resident permit controls, the Council offers residents the opportunity of purchasing visitor permits at a cost of £1/ day. This charge has been unchanged for many years and does not properly reflect the costs of administration and so it is therefore proposed to increase this to £2/ day.

4. Identification of Options

4.1 Option 1. To confirm the new charging structure, as set out in Appendix 1 including the minor adjustments to charges as noted above. This is the preferred option.

4.2 Option 2. To leave charges unchanged at their current levels.

5. Evaluation of Options

5.1 The preferred option is Option 1, because this will maintain revenues from parking charges whilst seeking to ensure motorists continue to have low cost options regarding parking in each town. This will also ensure that there is a continued and reasonable “turn over” of available parking spaces.

5.2 Option 2 is not recommended given the impact this would have on the Council’s overall budget position.

6. Resource Implications

6.1 Tides Car Park currently has an annual income of approximately £50,000 per annum, which will cease if the charge for this car park is removed. The current Medium Term Financial Plan does not include any changes to parking income and so the implementation of this change will add a £50k pressure to the MTFP forecasts from the date of implementation (expected to be 2019).

6.2 The remaining changes in this report are forecast to have a negligible impact on the Council’s parking income.

7. Corporate Implications

7.1 Comment from the Director of Finance: Finance have been consulted and have nothing further to add (VB)

7.2 Comment from the Solicitor to the Council: The Head of Legal Services has been consulted during the preparation of this report and has no further comment to make.

7.3 Comment from the Equalities Officer: This report does not specifically highlight any equality implications, however in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>

8. Appendices

Appendix 1: Schedule of Proposed Charges

Appendix 2: Parking Charges: Comparison with neighbouring Authorities

9. Background Papers

None.

Contact Officer: Roger Walton, Director of Environment and Corporate Assets

Appendix 1: Schedule of Proposed Charges

Amendments for 2017/18 are highlighted.

CAR PARK CHARGES (OFF-STREET) – DOVER				
CAR PARK	CURRENT CHARGES		PROPOSED CHARGE 2017-2018	
	TIME	CHARGE	CHARGE	
Albany Place, Dover Linear charging up to 5 hrs Minimum charge 30p	1hr	60p	1hr	60p
	2hr	£1.20	2hr	£1.20
	3hrs	£1.80	3hrs	£1.80
	4hrs	£2.40	4hrs	£2.40
	5hrs	£3.00	5hrs	£3.00
	All day	£3.60	5 to 8 hrs	£3.60
Bench Street, Dover Linear charging Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hrs	£2.20	2hrs	£2.20
	3hrs	£3.30	3hrs	£3.30
	4hrs	£4.40	4hrs	£4.40
Camden Crescent, Dover Linear charging up to 5 hrs Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hr	£2.20	2hr	£2.20
	3hrs	£3.30	3hrs	£3.30
	4hrs	£4.40	4hrs	£4.40
	5hrs	£5.50	5hrs	£5.50
	All day	£8.25	5 to 8 hrs	£6.50
Castle Hill Coach Park	Up to 1 hr	£1.80	Up to 8 hrs	£7.50
	Up to 2 hrs	£3.60		
	Up to 3 hrs	£5.40		
	Up to 4 hrs	£7.20		
	Up to 5 hrs	£9.00		
	Up to 6 hrs	£10.80		
	Up to 7 hrs	£12.60		
	Up to 8 hrs	£14.40		
Ladywell Car Park, Dover Linear charging up to 5 hrs Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hr	£2.20	2hr	£2.20
	3hrs	£3.30	3hrs	£3.30
	4hrs	£4.40	4hrs	£4.40
	5hrs	£5.50	5hrs	£5.50
	All day	£8.25	5 to 8 hrs	£6.50
Maison Dieu Car Park, Dover Linear charging up to 5 hrs Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hr	£2.10	2hr	£2.10
	3hrs	£3.30	3hrs	£3.30
	4hrs	£4.40	4hrs	£4.40
	5hrs	£5.50	5hrs	£5.50
	All day	£8.25	5 to 8 hrs	£6.50
Maison Dieu Car Park, Coach Bays	£1.80 per hour or part thereof		Up to 8 hrs	£7.50
Pencester Road Car Park, Dover Linear charging Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hrs	£2.20	2hrs	£2.20
	3hrs	£3.30	3hrs	£3.30

CAR PARK CHARGES (OFF-STREET) – DOVER				
CAR PARK	CURRENT CHARGES		PROPOSED CHARGE 2017-2018	
Priory Road Car Park, Dover Linear charging up to 5 hours Minimum charge 40p	1hr 2hr 3hrs 4hrs 5hrs All day	£1.10 £2.20 £3.30 £4.40 £5.50 £8.25	1hr 2hr 3hrs 4hrs 5hrs 5 to 8 hrs	£1.10 £2.20 £3.30 £4.40 £5.50 £6.50
Samphire Hoe (Eurotunnel)	Up to 30mins Up to 2hrs	50p £1.00	Up to 30mins Up to 2hrs	50p £1.00
Stembrook Car Park, Dover Linear charging Minimum charge 40p	1hr 2hrs	£1.10 £2.20	1hr 2hrs	£1.10 £2.20
St. Margaret's Bay	70p per hour or part thereof		70p per hour or part thereof	
Townwall Street Car Park, Dover Linear charging Minimum charge 40p	1hr 2hr 3hrs 4hrs	£1.10 £2.20 £3.30 £4.40	1hr 2hr 3hrs 4hrs	£1.10 £2.20 £3.30 £4.40
Woolcomber Street Car Park, Dover Linear charging Minimum charge 40p	1hr 2hr 3hrs 4hrs	£1.10 £2.20 £3.30 £4.40	1hr 2hr 3hrs 4hrs	£1.10 £2.20 £3.30 £4.40
PARKING CHARGES (ON-STREET) – DOVER				
Castle Street, Dover Linear charging Minimum charge 40p	1hr 2hrs	£1.30 £2.60	1hr 2hrs	£1.30 £2.60
Seafront - Cars Linear charging up to 5 hours Minimum charge 40p	1hr 2hr 3hrs 4hrs 5hrs All day	£1.10 £2.20 £3.30 £4.40 £5.50 £8.25	1hr 2hr 3hrs 4hrs 5hrs 5 to 8 hrs	£1.10 £2.20 £3.30 £4.40 £5.50 £6.50
Seafront - Motorhomes			Overnight Charge (17.00 to 09.00)	£7.50
Seafront - Coaches	£1.80 per hour or part thereof		Up to 8 hrs	£7.50
Pencester Road, Dover Linear charging Minimum charge 40p	1hr 2hrs	£1.30 £2.60	1hr 2hrs	£1.30 £2.60

PARKING CHARGES (OFF-STREET) – SANDWICH				
CAR PARK	CURRENT CHARGES 2016-17		PROPOSED CHARGE 2017-2018	
Gazen Salts Car Park, Sandwich Linear charging up to 5 hours Minimum charge 30p	1hr	70p	1hr	70p
	2hrs	£1.40	2hrs	£1.40
	3hrs	£2.10	3hrs	£2.10
	4hrs	£2.80	4hrs	£2.80
	5hrs	£3.50	5hrs	£3.50
	All day	£5.50	5 to 8 hrs	£4.00
Guildhall Car Park, Sandwich Linear charging up to 5 hours Minimum charge 40p	1hr	£1.00	1hr	£1.00
	2hrs	£2.00	2hrs	£2.00
	3hrs	£3.00	3hrs	£3.00
	4hrs	£4.00	4hrs	£4.00
	5hrs	£5.00	5hrs	£5.00
	All day	£7.10	5 to 8 hrs	£6.00
The Quay Car Park, Sandwich Linear charging up to 5 hours Minimum charge 40p	1hr	£1.00	1hr	£1.00
	2hrs	£2.00	2hrs	£2.00
	3hrs	£3.00	3hrs	£3.00
	4hrs	£4.00	4hrs	£4.00
	5hrs	£5.00	5hrs	£5.00
	All day	£7.10	5 to 8 hrs	£6.00
PARKING CHARGES (ON-STREET) – SANDWICH				
Market Street, Sandwich Linear charging Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hrs	£2.20	2hrs	£2.20
New Street, Sandwich Linear charging Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hrs	£2.20	2hrs	£2.20

PARKING CHARGES (OFF-STREET) – DEAL				
CAR PARK	CURRENT CHARGES 2016-17		PROPOSED CHARGE 2017-18	
Beach Street Car Park, Deal Linear charging up to 5 hours Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hr	£2.20	2hr	£2.20
	3hrs	£3.30	3hrs	£3.30
	4hrs	£4.40	4hrs	£4.40
	5hrs	£5.50	5hrs	£5.50
	All day	£8.25	5 to 8 hrs	£6.50
Middle Street Car Park, Deal Linear charging Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hrs	£2.20	2hrs	£2.20
	3hrs	£3.30	3hrs	£3.30
	4hrs	£4.40	4hrs	£4.40
Park Street Car Park, Deal Co-Op car park, minimum time one hour	1hr	£1.10	1hr	£1.10
	2hrs	£2.20	2hrs	£2.20
Sainsburys Car Park, Deal	30mins	FREE	30mins	FREE
	2hrs	£2.20	2hrs	£2.20
(Refunded in Store, min purchase £10)				
South Street Car Park, Deal Linear charging Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hrs	£2.20	2hrs	£2.20
Stanhope Road Car Park, Deal Linear Charging Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hrs	£2.20	2hrs	£2.20
	3hrs	£3.30	3hrs	£3.30
St. Ethelburgas Car Park, Deal Co-Op car park, minimum time one hour	1hr	£1.10	1hr	£1.10
	2hrs	£2.20	2hrs	£2.20
St. George's Car Park, Deal Linear charging up to 5hrs Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hr	£2.20	2hr	£2.20
	3hrs	£3.30	3hrs	£3.30
	4hrs	£4.40	4hrs	£4.40
	5hrs	£5.50	5hrs	£5.50
	All day	£8.25	5 to 8 hrs	£6.50
Tides Leisure Centre, Deal Linear charging Minimum charge 40p	1hr	£1.10	1hr	£1.10
	2hr	£2.20	2hr	£2.20
	3hrs	£3.30	3hrs	£3.30
	4hrs	£4.40	4hrs	£4.40
Town Hall Car Park, Deal Linear charging Minimum charge 40p	Up to 1hr	£1.10	Up to 1hr	£1.10
	Up to 2hrs	£2.20	Up to 2hrs	£2.20
Union Road Car Park, Deal Linear charging up to 5hrs Minimum charge 40p	1hr	80p	1hr	80p
	2hrs	£1.60	2hrs	£1.60
	3hrs	£2.40	3hrs	£2.40
	4hrs	£3.20	4hrs	£3.20
	5hrs	£4.00	5hrs	£4.00
	All day	£6.60	5 to 8 hrs	£4.80
PARKING CHARGES (ON-STREET) - DEAL				
CAR PARK	CURRENT CHARGES		PROPOSED CHARGE	

	2016-17		2017-18	
Beach Street (between Broad Street & South Street) Linear charging Minimum charge 40p	1hr 2hrs	£1.30 £2.60	1hr 2hrs	£1.30 £2.60
Beach Street (Royal Hotel to Dolphin Street) Linear charging up to 5hrs Minimum charge 40p	1hr 2hr 3hrs 4hrs 5hrs All day	£1.10 £2.20 £3.30 £4.40 £5.50 £8.25	1hr 2hr 3hrs 4hrs 5hrs 5 to 8 hrs	£1.10 £2.20 £3.30 £4.40 £5.50 £6.50
King Street, Deal Linear charging Minimum charge 40p	1hr 2hrs	£1.30 £2.60	1hr 2hrs	£1.30 £2.60
Prince of Wales Terrace, Deal Linear charging Minimum charge 40p	1hr 2hrs	£1.30 £2.60	1hr 2hrs	£1.30 £2.60
Victoria Road, Deal Linear charging Minimum charge 40p	1hr 2hrs	£1.30 £2.60	1hr 2hrs	£1.30 £2.60

PERMIT CHARGES		
	CURRENT CHARGE	NEW CHARGE
RESIDENTS	£90	£90
Deal Zone 2	£60	£60
Deal Zone H	£60	£60
Deal Zone L	£60	£60
Deal Zone P		
Dover Zones A/B/C/D/E/F/H & K	£60	£60
Dover Zones On/Off Street B/E & F	£90	£90
Sandwich Zone J	£90	£90
Sandwich 2 nd Residents	£85 – 6 months £155 – 12 months	£85 £155
BUSINESS	£75 – 6 months	£75
Dover or Deal (Mon – Sun)	£145 – 12 months	£145
Seafront, Dover	£140 – 6 months £265 – 12 months	£140 £265

PERMIT CHARGES		
Gazen Salts, Sandwich	£60	£60
Off-Street, Dover, Deal & Sandwich	£215 – 6 months £410 – 12 months	£215 £410
Sandwich Business	£85 – 6 months £155 – 12 months	£85 £155
Snargate Street Business	£85 – 6 months £155 – 12 months	£85 £155
Samphire Hoe	£30	£30
St. Margaret's Bay (May - Sept)	£40 – 6 months	£40
Leisure Centre Permits	£125	£125
Visitor Permits		
Doctors	£35	£35
Community Services	£30	£30
Waivers (On-Street)	£9 per day £22 per week £55 per month	£9 £22 £55
Pay & Display Bays (On/Off Street) Short Stay	£6 per bay/day £17 per bay/week	£6 £17
Long Stay	£5 per bay/day	£5
Bay Suspensions	£120 per suspension £55 additional week/part week, plus loss of P&D income at commercial rate of £5 per day.	£120 £55 additional week/part week, plus loss of P&D income at commercial rate of £5 per day.
Pre-Paid Ticket Minimum stay 2 days. (Camden Crescent car park only)	Charged at daily rate but without time limit.	Charged at daily rate but without time limit.

Appendix 2: Parking Charges: Comparison with neighbouring authorities

Off-Street			
Dover	Shepway	Canterbury	Thanet
Charges apply Mon to Sat from 9am to 5pm.	Charges apply Mon to Sun from 8am to 6pm unless indicated.	Charges generally apply Mon to Sun 7am to 9pm.	Charges generally apply Mon to Sun 7am to 10pm, with overnight charge.
Stembrook, Dover - linear Min 40p 1 hr £1.10 2 hrs £2.20	Upper Payers Park, Folkestone 30 mins: 50p 1 hr: £1.00 2 hrs: £2.00 3 hrs: £3.00	Castle Street, Canterbury Min: 70p 1 hr: £1.40 linear	Market Street, Margate 1 hr: £0.90 2 hrs: £1.80 3 hours £2.70 4 Hours £3.60
Middle Street, Deal - linear Min 40p 1 hr £1.10 2 hrs £2.20 3 hrs £3.30 4 hrs £4.40	Mount Street, Hythe 30 mins: 80p 1 hr: £1.20 2 hrs: £2.30	Whitefriars Multi-storey 1 hr: £1.80 linear 5 hrs: £9.00	Chandos Square, Broadstairs 1 hr: £1.60 2 hrs: £3.20 4 hrs: £6.40 Up to 15 hrs: £8.00
Sandwich Quay linear Min 40p 1 hr £1.00 2 hrs £2.00 3 hrs £3.00 4 hrs £4.00 5 hrs £5.00 All day £7.10	Church Road, New Romney 1 hr: £0.60 2 hrs: £2.30 3 hrs: £3.40	Harbour Car Park, Whitstable (10.00 am to 8.00 pm) 30 mins: £0.60 1 hr: £1.50 linear Max Stay 2 hrs	Leopold Street, M/S, Ramsgate 1 hr: £0.90 2 hrs: £1.80 4 hrs: £3.60 Up to 15 hrs: £4.50
Albany Place, Dover – linear Min 30p 1 hr 60p 2 hrs £1.20 3 hrs £1.80 4 hrs £2.40 5 hrs £3.00 Over 5 hrs & up to 9hrs £3.60	Lower Sandgate Road, West 1 hr: £1.20, 2 hrs: £2.30, 3 hrs: £3.40, 4 hrs: £4.50, 5 hrs: £5.70, 6 hrs: £6.70 12 hrs: £7.90	Holman's Meadow, Canterbury Min. Charge: 70p 1 hr: £1.60 linear	Mill Lane, Multi-storey, Margate 1 hr: £0.90 2 hrs: £1.80 4 hrs: £3.60 Up to 15 hrs: £4.50
Union Road, Deal linear Min 40p 1 hr 80p 2 hrs £1.60 3 hrs £2.40 4 hrs £3.20 5 hrs £4.00 Over 5 & up to 9 hrs £6.60	Castle Road, Sandgate 1 hr: £1.20, 2 hrs: £2.30, 3 hrs: £3.40, 4 hrs: £4.50, 5 hrs: £5.70, 6 hrs: £6.70 12 hrs: £7.90	Cow Lane, Wincheap Up to 5 hrs: £0.80 5 to 24 hrs: £2.20	Joss Bay, Broadstairs (Summer) 1 hr: £1.70 2 hrs: £3.40 4 hrs: £6.80 Up to 15 hrs: £8.50
Gazen Salts, Sandwich linear Min 30p – 30 mins 1 hr 70p 2 hrs £1.40 3 hrs £2.10 4 hrs £2.80 5 hrs £3.50 Over 5 hrs up to 9 hrs £5.50	Coast Drive, Littlestone 1 hr: £1.20, 2 hrs: £2.30, 3 hrs: £3.40, 4 hrs: £4.50, 5 hrs: £5.70, 6 hrs: £6.70 12 hrs: £7.90	Oyster Car Park, Whitstable (10.00 am to 8.00 pm) 30 mins: £0.60 1 hr: £1.10 linear	Cannon Road, Ramsgate 1 hr: £0.60 2 hrs: £1.20 4 hrs: £2.40 Up to 15 hours £3.00
On-Street			
Dover	Shepway	Canterbury	Thanet

Castle Street, Dover linear Min 40p 1 hr £1.30 2 hrs £2.60	Folkestone Town Centre CPZ A1 & A2 Min: 30 mins, Max: 3 hrs Linear Charge £1.20/hr	Canterbury On-street Charges (8.00 am to 6.30 pm) Min: £0.40 1 hr: £1.30 2 hrs: £2.60	Short stay charges £1 per half hour up to 2 hours Linear Charges. 10 Minutes 20p and then thereafter a linear charge of 2.33p per minute round to the nearest 5p is applied up to a maximum charge of £2.80 for 2 hours stay.
Prince of Wales Terrace, Deal linear Min 40p 1 hr £1.30 2 hrs £2.60	Folkestone Seafront Min: 1 hr, Max: 5 hrs Linear Charge £1.20/hr	Central Parade, Herne Bay (8.30 am to 8.00 pm) Max stay 4 hrs. Min: £0.20 Linear Charge £0.80/hr	Long stay charges £2 per hour
Market Street, Sandwich linear Min 40p 1 hr £1.10 2 hrs £2.20			

Coach Parking			
Dover	Shepway	Canterbury	Thanet
Maison Dieu, Seafront, Dover & Castle hill £1.80 per hour or part there of	Littlestone, Coast Drive Up to 5 Hrs: £7.60	Canterbury: Up to 12 hrs: £15.00	Minnis Bay, Birchington Up to 4 hrs: £8.00 24 hours £15.00
Permits/Season Tickets			
Dover	Shepway	Canterbury	Thanet
Season Tickets (most car parks) 6 months £215 12 months £410	Season Tickets (All car parks) 3 months: £165 6 months: £329 12 months: £657		Season Tickets (All car parks) 1 week: £40 1 month: £70 6 months: £350 12 months: £600

Subject:	DDC HEALTH AND SAFETY STREET LIGHTING WORKS
Meeting and Date:	Cabinet – 3 April 2017
Report of:	Roger Walton, Director of Environment and Corporate Assets
Portfolio Holder:	Councillor Trevor Bartlett, Portfolio Holder for Property Management and Public Protection
Decision Type:	Key Decision
Classification:	Unrestricted

Purpose of the report: To advise Cabinet of urgent works required to the footway lighting stock and seek approval to carry out necessary works.

Recommendation: Cabinet is asked to approve the following actions:

1. Authorise urgent health and safety works in relation to DDC owned street lights, including the provision of replacement lighting units where appropriate, which will be procured in accordance with standing orders.

1. Summary

- 1.1 Dover District Council is currently responsible for over 2,000 mostly footway lighting units, across the District. Most of these lights are now 30 plus years old and are consequently requiring increasingly frequent and/or maintenance and replacement works with many of the units reaching the end of their design life.
- 1.2 As part of the routine maintenance activities, the Council undertakes regular structural surveys of the footway lighting stock. The most recent survey, conducted in summer 2015, identified a requirement for various works which were categorised depending upon their respective urgency. Those categorised as emergency works were carried out immediately. The report also identified 175 lighting units with imminent risk of becoming a danger. The Council has extended the life of these units by 18 months but the risks are too great to allow the situation to continue and work is now required to deal with these 'failures'.
- 1.3 This report seeks agreement to undertake the necessary works.

2. Introduction and Background

- 2.1 Due to the increasing age of the lighting stock, the Council undertakes regular structural and electrical surveys of all the existing lighting units. The most recent survey identified a requirement for various works which were categorised depending upon their respective urgency. Those categorised as emergency works, involving some 30 lighting units, were carried out immediately.
- 2.2 The report also highlighted a further 175 columns (see Appendix A for details) that were at risk of structural failure and therefore need to be removed or cut down (truncated), an approach which allows the power source to be retained, so that any future replacements don't incur additional UKPN connection fees.
- 2.3 A further 310 units were highlighted in the report as requiring further testing, which will more than likely result in some additional failures with the need to remove more lights.

- 2.4 In planning for this work, officers have been mindful of the need that before progressing with the repair or replacement of individual units, there is a need to give some thought as to whether repair or direct replacement is necessary, recognising the need to control expenditure and given current budget pressures, consider whether the particular lights still serve a purpose.
- 2.5 It is therefore proposed to apply the following criteria to each of the lights removed to establish priorities in determining whether the unit is immediately replaced. The criteria is largely based around highway safety. Once the additional survey work and any consequent removals have been carried out, the remaining budget will be spent on replacement lighting units. This approach has been taken in recognition that direct replacement of all 175 failed columns, would incur an estimated cost of £236k.
- 2.6 The criteria for replacing any failed street lights are listed below in priority order.
- (a) Have there been a high proportion of road traffic accidents during dark hours in the vicinity of where the light is being removed?
 - (b) Is the light being removed providing adequate light to a highway traffic junction?
 - (c) Is the light outside the entrance of the following; Schools, Hospitals, Emergency Services, Retirement Homes, Youth and Community Centres?
 - (d) Is there any registered anti-social behaviour problems associated in the area of the light to be removed?
 - (e) Site specific extenuating circumstances.

The criteria for individual units will be used to identify the highest priority lighting unit replacements and these will be replaced in order until the £90k budget is expended.

- 2.7 The removal works will be carried out under the maintenance agreement with KCC street lighting along with the replacements. Works will commence in the spring and complete in the summer of 2017. At the same time the further structural and electrical testing will be carried out on the 310 units flagged for potential repairs or removal.
- 2.8 There is £90k allocated in the current Medium Term Financial Plan (MTFP) for the purposes of replacement and repair works to its lighting stock. The anticipated cost of the removals and the survey are circa £16k leaving £74k to fund replacement units. The expected cost for each replacement unit is approximately £1,350; therefore this would enable approximately 50 units to be replaced, with the use of the criteria outlined above ensuring that the Council is seen to be acting fairly, should Cabinet agree to these proposals.
- 2.9 In parallel with these short-term works, officers are undertaking a detailed review of the Council's role in the provision of footway lighting to ascertain the most economical approach to their future maintenance recognising the pressure that the aging stock and the need for urgent replacements will put on the Council's budget. Potentially hundreds of units will need to be replaced or removed over the next 5-10 years. A further report will be presented to Cabinet later this year with proposals.

3. Identification of Options

Option 1 – To remove all the lighting units with structural failures but refrain from any replacements until the comprehensive review has been completed.

Option 2 – To remove and replace all 175 structurally failed lights.

Option 3 – To remove all the structural failures and replace the lights that have been identified as priority units, using the assessment criteria in this report.

4. Evaluation of Options

- 4.1 Option 1 – Could increase health and safety risks with the sites associated with the applied criteria, such as lights on highway junctions. By not replacing any lighting, it may advocate that the Council no longer considers its street lighting as a priority, and consequently place further pressures to replace lighting when the comprehensive lighting review is conducted. Taking this into consideration, this is not the recommended option.
- 4.2 Option 2 – Looking at the prohibitive costs of this option it would set a precedent ahead of the comprehensive review. By replacing a light just because the previous one has failed may not be a wise use of public money. There may be a more cost effective solution or the light may no longer be needed. With this in mind and in light of the wider lighting review, this is not the recommended option.
- 4.3 Option 3 – Look to remove all the unsafe structures and replace under the criteria replacement process. This addresses the lighting units which have failed and replaces the lighting units deemed necessary for highway safety, pending the review due to be carried out later in the year. **Taking this into consideration this is the preferred option.**

5. Resource Implications

- 5.1 There is a £90k allocation in the current MTFP to fund street lighting replacement and maintenance works. This will be used initially to finance the removal of units which pose a health and safety risk. The remaining budget will be used to fund further testing and urgent replacements in accordance with the criteria.
- 5.2 The majority of the works will be carried out by the contractor Amey under the street lighting agreement with Kent County Council. Further testing will be carried out by 'Electrical Testing' who submitted the successful tender.
- Under the maintenance agreement with KCC street lighting, the estimated cost to remove all 175 lighting units is £12,250. Electrical Testing have confirmed that it will cost circa £4k for further testing of 310 units.
 - Therefore, there will be an estimated £73,750 available to support further removals and the necessary replacements identified in Appendix A.

6. Corporate Implications

6.1 Comment from the Section 151 Officer: Accountancy has been consulted and has no further comment. (KW)

6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.

6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications, however in discharging their responsibilities member are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>.

7. Appendices

Appendix A – Urgent removals and replacements

Contact Officer: Keith Watson, Corporate Estate and Coastal Engineer

Keith.watson@dover.gov.uk Ext 2399

Structural Testing 2014 (urgent red failures)								
Zone	Street	Unit Number	Unit Location	Unit Type	Defect Description	Total Replacement Cost Approx (£)	Criteria Replacement (£)	KCC Truncate Cost (£)
AYLESHAM	ACKHOLT ROAD	GACN001	JUNCTION HYDE PLACE	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350	1,350	70
AYLESHAM	ACKHOLT ROAD	GACN005	OUTSIDE 16	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
AYLESHAM	AYLESHAM ROAD	GACM001	OPPOSITE SPINNEY LANE	STREET LIGHT	STRUCTURAL - THICKNESS DEFECT AT SWAGE JOINT	1,350		
AYLESHAM	BELL GROVE	GBDX001	AT ROUNDABOUT JUNCTION BURGESS ROAD	STREET LIGHT	STRUCTURAL - THICKNESS DEFECT AT SWAGE JOINT	1,350		
AYLESHAM	BOULEVARD COURRIERES	GTDH012	JUNCTION HILL CRESCENT	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350	1,350	70
AYLESHAM	CLARENDON ROAD	GCEE007	REAR OF 35 ON FOOTPATH TO HYDE PLACE	FOOTWAY LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
AYLESHAM	HILL CRESCENT	GHHY001	OPPOSITE SIDE OF 36 BOULEVARD COURRIERES	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70
AYLESHAM	RATLING ROAD	GRAD005	JUNCTION CORNWALLIS AVENUE OUTSIDE 134	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350	1,350	70
AYLESHAM	VALE VIEW ROAD	GVA002	OPPOSITE JUNCTION BEVAN WAY, OUTSIDE 3	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350	1,350	70
AYLESHAM	VICARAGE LANE	GVAO002	OUTSIDE FARTHINGALES	POLE BRACKET	STRUCTURAL - BRACKET - RUST/ CRACKED AT JOINT	850		70
BUCKLAND	ARMOURERS WALK	GADB003	OUTSIDE 6-7 ON MINI ROUNDABOUT	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
BUCKLAND	HIRST CLOSE	GHCFO06	OUTSIDE 1-11 [FLATS]	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		
BUCKLAND	HIRST CLOSE	GHCFO07	OUTSIDE 26-36 FLATS IN GARAGE AREA	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		
BUCKLAND	KIMBERLEY WALK	GKBI001	OUTSIDE 8-10 ON FOOTPATH	FOOTWAY LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
CAPEL-LE-FERNE	AVONDALE ROAD	GABS002	OPPOSITE 25	POLE BRACKET	STRUCTURAL - BRACKET - LOOSE - 2 BOLTS DETACHED	850		70
CAPEL-LE-FERNE	BEATRICE ROAD	GBAZ003	OUTSIDE 27	POLE BRACKET	STRUCTURAL - BRACKET - CRACKED AT POLE	850		70
CAPEL-LE-FERNE	CAPEL STREET	GCGN006	OUTSIDE 87/89	POLE BRACKET	STRUCTURAL - BRACKET - LOOSE FROM POLE	850		70
CAPEL-LE-FERNE	CAULDHAM CLOSE	GCFI002	OUTSIDE 20-22	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
CAPEL-LE-FERNE	CAULDHAM CLOSE	GCFI004	OUTSIDE 29	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
CAPEL-LE-FERNE	CAULDHAM CLOSE	GCFI005	SIDE OF 33	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70
CAPEL-LE-FERNE	CAULDHAM CLOSE	GCFI006	OUTSIDE REECE ADAMS HOUSE	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350	1,350	70
CAPEL-LE-FERNE	HELENA ROAD	GHBH001	OUTSIDE 14	POLE BRACKET	STRUCTURAL - BRACKET - RUST/CRACKED AT JOINT	850		70
CAPEL-LE-FERNE	HELENA ROAD	GHBH002	OUTSIDE 30	POLE BRACKET	STRUCTURAL - BASE COMPARTMENT - LOOSE FROM POLE	850		70
CAPEL-LE-FERNE	HELENA ROAD	GHBH003	OUTSIDE 42	POLE BRACKET	STRUCTURAL - BRACKET - BROKEN AT JOINT	850		70
CAPEL-LE-FERNE	LADY GARNE ROAD	GLAE003	OPPOSITE 22	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
CAPEL-LE-FERNE	LADY GARNE ROAD	GLAE004	OUTSIDE 26	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
CAPEL-LE-FERNE	LANCASTER AVENUE	GLAH001	OUTSIDE 8	POLE BRACKET	STRUCTURAL - BRACKET - CRACKED AT JOINT	1,350		70
CAPEL-LE-FERNE	SEA VIEW CLOSE	GSBK001	OUTSIDE 1	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
CASTLE (DOVER)	DIEU STONE LANE	GDDI002	SIDE OF ST MARYS PARISH CENTRE	FOOTWAY LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350	1,350	70
EASTRY	BOYSTOWN PLACE	GBCH001	OUTSIDE 6	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EASTRY	BOYSTOWN PLACE	GBCH002	OUTSIDE 12	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EASTRY	BOYSTOWN PLACE	GBCH005	OUTSIDE 34/35	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EASTRY	DEAL ROAD	GDAO021	OUTSIDE GARAGE	POLE BRACKET	STRUCTURAL - BRACKET - RUST/ CRACKED	850		70
EASTRY	LITTLE WALTON	GLBF001	OUTSIDE 23	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EASTRY	LITTLE WALTON	GLBF002	OUTSIDE 20	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
EASTRY	LITTLE WALTON	GLBF003	OUTSIDE 12	STREET LIGHT	STRUCTURAL - BRACKET	1,350		70
EASTRY	ORCHARD ROAD	GOAT002	SIDE OF 11 IN F/PATH TO PEAK DRIVE	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EASTRY	ORCHARD ROAD	GOAT009	REAR OF 63	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EASTRY	ORCHARD ROAD	GOAT010	OUTSIDE 66	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EASTRY	ORCHARD ROAD	GOAT012	SIDE OF 16 IN F/PATH TO GORE LANE	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EASTRY	PEAK DRIVE	GPAV005	OUTSIDE 35	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EASTRY	PEAK DRIVE	GPAV008	OUTSIDE 77	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EASTRY	WHEELWRIGHTS WAY	GWBL002	OPPOSITE 7	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
EASTRY	WHEELWRIGHTS WAY	GWBL003	OUTSIDE 9	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EYTHORNE AND SHEPHERDSWELL	FAIRVIEW ROAD	GFAA001	OPPOSITE 12.J/W ST.JOHNS ROAD	POLE BRACKET	STRUCTURAL - LUMINAIRE/DIFFUSER - LOOSE	850	850	70
EYTHORNE AND SHEPHERDSWELL	HAZLING DANE	GHBEO01	OUTSIDE 25	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
EYTHORNE AND SHEPHERDSWELL	HAZLING DANE	GHBEO04	OUTSIDE 9	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EYTHORNE AND SHEPHERDSWELL	HAZLING DANE	GHBEO06	OUTSIDE 15	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EYTHORNE AND SHEPHERDSWELL	HAZLING DANE	GHBEO07	OUTSIDE 18	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
EYTHORNE AND SHEPHERDSWELL	MILL LANE	GMBZ005	OUTSIDE 51	POLE BRACKET	STRUCTURAL - BRACKET - RUST/ BRACKET CRACKED	850		70
EYTHORNE AND SHEPHERDSWELL	SIBERTS CLOSE	GSCFO01	OUTSIDE 13	POLE BRACKET	STRUCTURAL - BRACKET - BRACKET CRACKED/ RUST	850		70
EYTHORNE AND SHEPHERDSWELL	ST ANDREWS GARDENS	GSDA004	OUTSIDE 18/20	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
EYTHORNE AND SHEPHERDSWELL	SWEETBRIAR LANE	GSFU008	BETWEEN POPLAR AND CYPRESS DRIVES	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
EYTHORNE AND SHEPHERDSWELL	WIGMORE LANE	GWDS014	AT 2ND NORTH OF IND ESTATE	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
EYTHORNE AND SHEPHERDSWELL	WOOTTON LANE	GUBFO02	OUTSIDE 3 ST MARTINS PLACE	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
EYTHORNE AND SHEPHERDSWELL	WOOTTON LANE	GUBFO05	OUTSIDE HILL TOP	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
LITTLE STOUR AND ASHSTONE	CHILTON SQUARE	GCCQ001	OUTSIDE 2/4	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
LITTLE STOUR AND ASHSTONE	NORTH COURT ROAD	GNBC002	OUTSIDE 12	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
LITTLE STOUR AND ASHSTONE	PRESTON HILL	GPBY002	OUTSIDE FARMERS FIELD AND TORREPOINT	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
LITTLE STOUR AND ASHSTONE	SANDWICH ROAD	GSGW001	OUTSIDE 24	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
LITTLE STOUR AND ASHSTONE	SOUTH COURT DRIVE	GSCP001	OPPOSITE 2	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
LITTLE STOUR AND ASHSTONE	THE STREET	GTDE012	OUTSIDE 5 [ST FAITHS SCHOOL]	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
LYDDEN AND TEMPLE EWELL	BROOKSIDE	GBCY102	AT HALFWAY UP DRIVEWAY TO SCHOOL. O/S CHURCH	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
LYDDEN AND TEMPLE EWELL	EGERTON ROAD	GEBT001	OPPOSITE PARK ROAD	STREET LIGHT	STRUCTURAL - BRACKET	1,350	1,350	70
LYDDEN AND TEMPLE EWELL	KEARSNEY AVENUE	GKAB003	OUTSIDE 36	STREET LIGHT	STRUCTURAL - BRACKET	1,350		70
LYDDEN AND TEMPLE EWELL	KEARSNEY AVENUE	GKAB004	OUTSIDE 44	STREET LIGHT	STRUCTURAL - BRACKET	1,350		70
LYDDEN AND TEMPLE EWELL	KEARSNEY AVENUE	GKAB005	OUTSIDE 52	STREET LIGHT	STRUCTURAL - BRACKET	1,350		70
LYDDEN AND TEMPLE EWELL	KEARSNEY AVENUE	GKAB006	SIDE OF 1 WOODSIDE CLOSE	STREET LIGHT	STRUCTURAL - BRACKET	1,350		70
LYDDEN AND TEMPLE EWELL	THE CLOSE	GTAT002	OUTSIDE 5/ 6	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
LYDDEN AND TEMPLE EWELL	THE CLOSE	GTAT003	OUTSIDE 7	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
LYDDEN AND TEMPLE EWELL	WELLINGTON ROAD	GWAU002	OPPOSITE NURSING HOME CAR PARK	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
LYDDEN AND TEMPLE EWELL	WHITFIELD HILL	GWKE003	OPPOSITE 31	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
LYDDEN AND TEMPLE EWELL	WOODSIDE CLOSE	GWEA001	OUTSIDE 5	STREET LIGHT	STRUCTURAL - BRACKET	1,350		70
MAXTON, ELMS VALE AND PRIORY	CLARENDON PLACE	GCHT006	AT 2ND IN ACCESS RD FROM MALVERN RD	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70
MAXTON, ELMS VALE AND PRIORY	CLARENDON PLACE	GCHT007	AT 1ST IN REAR ACCESS RD FROM MALVERN RD	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70

MAXTON, ELMS VALE AND PRIORY	CLARENDON STREET	GCHB003	AT 3RD IN REAR ACCESS ROAD FROM BELGRAV	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
MAXTON, ELMS VALE AND PRIORY	CLARENDON STREET	GCHB006	AT 1ST IN REAR ACCESS RD FROM MALVERN RD	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
MAXTON, ELMS VALE AND PRIORY	LADYWELL	GLAF209	OPPOSITE TOWNHALL 2ND FROM LADYWELL C/P	FOOTWAY LIGHT	STRUCTURAL - THICKNESS DEFECT AT SWAGE JOINT	1,350		70
MIDDLE DEAL AND SHOLDEN	HALL CRESCENT	GHAC003	OPPOSITE 8	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
MIDDLE DEAL AND SHOLDEN	THE STREET	GTBU002	OUTSIDE 15 / SCOUT HALL	POLE BRACKET	STRUCTURAL - BRACKET - RUST - HEAVILY CORRODED	850	850	70
MIDDLE DEAL AND SHOLDEN	THE STREET	GTBU011	OUTSIDE 73	POLE BRACKET	STRUCTURAL - BRACKET - RUST - CRACKED AT JOINT	850		70
NORTH DEAL	WOOD YARD	GWEL001	AT OFF OAK STREET	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
RINGWOULD	BALMORAL ROAD	GBAF002	SIDE OF 5	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
RINGWOULD	BALMORAL ROAD	GBAF010	OUTSIDE 69	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
RINGWOULD	CHURCH LANE	GCCY003	OUTSIDE 5 CHURCH HAVEN	POLE BRACKET	STRUCTURAL - BRACKET - RUST - CRACKED AT JOINT	850		70
RINGWOULD	CLAREMONT ROAD	GCDY001	OUTSIDE MILNER	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
RINGWOULD	CLIM DOWN	GCIU002	OUTSIDE 2 TRADEWINDS	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
RINGWOULD	EDWARD ROAD	GEAK001	SIDE OF 28 BALMORAL ROAD	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
RINGWOULD	FRONT STREET	GFBC005	JUNCTION SUTTON LANE OPP MANOR MEWS	POLE BRACKET	STRUCTURAL - BRACKET - RUST - CRACKED AT JOINT	850	850	70
RIVER	COMMON LANE	GCEQ009	OUTSIDE BRAMCOTE	STREET LIGHT	STRUCTURAL - LEANING	1,350		70
RIVER	PAVILION MEADOW	GPDG002	OUTSIDE 11	STREET LIGHT	CORRODED DOOR	1,350		70
RIVER	PAVILION MEADOW	GPDG003	OUTSIDE 19	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
RIVER	SHORT LANE	GSHA003	ADJACENT BEECHWOOD	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
RIVER	SHORT LANE	GSHA004	OUTSIDE WOODLANDS	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
SANDWICH	SEVEN POST ALLEY	GUCN001	AT 1ST IN FROM HIGH STREET	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	DOVER ROAD	GDDG002	OUTSIDE OLD BARRACKS ADJ. DE-RESTRICTION SIGNS	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
ST. MARGARETS-AT-CLIFFE	EAST LANGDON ROAD	GEBM003	JUNCTION HOLLAND HILL [MARTIN]	POLE BRACKET	STRUCTURAL - BRACKET - RUST/BREAK IN JOINT	850	850	70
ST. MARGARETS-AT-CLIFFE	GLEBE CLOSE	GGAL007	OUTSIDE 12/13	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
ST. MARGARETS-AT-CLIFFE	GLEBE CLOSE	GGAL008	OUTSIDE 16/ 17	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
ST. MARGARETS-AT-CLIFFE	HARDY ROAD	GHAN004	JUNCTION SEYMOUR ROAD	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
ST. MARGARETS-AT-CLIFFE	KINGSDOWN ROAD	GKAR001	OPPOSITE CHAPEL LANE.O/S 7	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	KINGSDOWN ROAD	GKAR002	OUTSIDE 15/17	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
ST. MARGARETS-AT-CLIFFE	KINGSDOWN ROAD	GKAR004	OUTSIDE 85	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
ST. MARGARETS-AT-CLIFFE	MILLFIELD	GMES001	OUTSIDE 2	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	PRESCOTT CLOSE	GPBW002	OUTSIDE 13	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	REACH CLOSE	GRAG001	OUTSIDE 18	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	REACH CLOSE	GRAG002	OUTSIDE 5	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	REACH ROAD	GRAI005	OPPOSITE FIRE STATION	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
ST. MARGARETS-AT-CLIFFE	REACH ROAD	GRAI006	REAR OF 32 ROMAN WAY	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	SEA STREET	GSBJ003	OPPOSITE REACH MEADOW PATH	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	STATION ROAD	GSEW001	OUTSIDE ENTRANCE NEW TOWNSEND FARM	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
ST. MARGARETS-AT-CLIFFE	SUTTON ROAD	GUAS004	OUTSIDE THE BIRCHES	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	THE DROVEWAY	GTB002	OUTSIDE HERONS END	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE)	1,350		70
ST. MARGARETS-AT-CLIFFE	TOWNSEND FARM ROAD	GTDV001	OPPOSITE 1	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	TOWNSEND FARM ROAD	GTDV002	OUTSIDE 1 TOWNSEND PADDOCK	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. MARGARETS-AT-CLIFFE	WELL LANE	GWEC001	OUTSIDE APRIL COTTAGE	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
ST. RADIGUNDS	BARTON PATH	GBAM005	ADJACENT R/O 2 THE GROVE ON FOOTPATH	FOOTWAY LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70
ST. RADIGUNDS	BARTON PATH	GBAM007	REAR OF BARTON SCHOOL (EAST ENT)	FOOTWAY LIGHT	STRUCTURAL - THICKNESS DEFECT AT SWAGE JOINT	1,350	1,350	70
TOWER HAMLETS	CURZON ROAD	GCGJ003	OUTSIDE 13 ON FOOTPATH	FOOTWAY LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70
TOWN AND PIER	ST RICHARDS WALK	GSHZ001	OUTSIDE 4-6 ON GREEN	FOOTWAY LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WALMER	KINGSDOWN ROAD	GKAT018	OPPOSITE HAWKSHILL RD	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
WALMER	KINGSDOWN ROAD	GKAU021	OPPOSITE BOUNDARY RD	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
WALMER	PROMENADE	GPDB009	ADJACENT SCOUT HUT (NORTH) [F/F GPDB901]	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
WALMER	PROMENADE	GPDB018	AT SOUTH OF LIFEBOAT STATION [F/F GPDB901]	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
WALMER	PROMENADE	GPDB020	SIDE OF CAFE ON THE GREEN [F/F GPDB901]	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
WHITFIELD	ALISON CRESCENT	GABC004	OUTSIDE 19	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
WHITFIELD	ALISON CRESCENT	GABC005	OUTSIDE 33	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	ALISON CRESCENT	GABC010	OUTSIDE 83-85	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT - DAMAGED	1,350		70
WHITFIELD	ARCHERS COURT ROAD	GABO005	OUTSIDE 29	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT - CRACK TOP OF DOOR	1,350		70
WHITFIELD	ARCHERS COURT ROAD	GABO017	SIDE OF 2 CRANLEIGH DRIVE	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70
WHITFIELD	ARCHERS COURT ROAD	GABO019	SIDE OF 38 CRANLEIGH DRIVE	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WHITFIELD	BEAUXFIELD	GBEE004	OUTSIDE 53	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
WHITFIELD	BEAUXFIELD	GBEE012	OUTSIDE 42	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
WHITFIELD	BEAUXFIELD	GBEE014	OUTSIDE 66	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	BEAUXFIELD	GBEE017	OUTSIDE 82	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
WHITFIELD	BEAUXFIELD	GBEE020	OUTSIDE 98	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WHITFIELD	BEAUXFIELD	GBEE021	OUTSIDE 102	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WHITFIELD	BEAUXFIELD	GBEE022	OUTSIDE 99	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WHITFIELD	BEAUXFIELD	GBEE024	OUTSIDE 113	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70
WHITFIELD	BURGESS CLOSE	GBDM001	OUTSIDE 3	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70
WHITFIELD	BURGESS CLOSE	GBDM002	OUTSIDE 11	STREET LIGHT	STRUCTURAL - SHAFT - CORROSION UP INSIDE SHAFT	1,350		70
WHITFIELD	BURGESS CLOSE	GBDM003	AT END OF ROAD	STREET LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70
WHITFIELD	CHESTNUT CLOSE	GCCI001	OUTSIDE 15-16	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	DOWNSIDE ROAD	GDCI001	OUTSIDE 1	STREET LIGHT	STRUCTURAL - THICKNESS DEFECT AT SWAGE JOINT	1,350		70
WHITFIELD	DOWNSIDE ROAD	GDCI002	OUTSIDE 12	STREET LIGHT	STRUCTURAL - SHAFT - CORROSION UP INSIDE SHAFT	1,350		70
WHITFIELD	DOWNSIDE ROAD	GDCI003	SIDE OF 9	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WHITFIELD	DOWNSIDE ROAD	GDCI004	OPPOSITE 13-15 ON FOOTPATH	FOOTWAY LIGHT	STRUCTURAL - LOSS OF THICKNESS IN ROOT SECTION	1,350		70
WHITFIELD	DOWNSIDE ROAD	GDCI006	OPPOSITE 27-29	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WHITFIELD	GRACE MEADOW	GGBG002	OUTSIDE 12	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	GUILFORD AVENUE	GGCF001	SIDE OF 30 NURSERY LANE	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	GUILFORD AVENUE	GGCF003	OUTSIDE 7	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	GUILFORD AVENUE	GGCF004	OUTSIDE 17	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	GUILFORD AVENUE	GGCF005	OUTSIDE 6-8	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70

WHITFIELD	GUILFORD AVENUE	GGCF006	OUTSIDE 31	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
WHITFIELD	GUILFORD AVENUE	GGCF016	OPPOSITE 98	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
WHITFIELD	LOXWOOD CLOSE	GLCD003	OPPOSITE 23 WHITLEY WALK	STREET LIGHT	STRUCTURAL - THICKNESS DEFECT AT SWAGE JOINT	1,350		70
WHITFIELD	NAPCHESTER ROAD	GNAC005	OUTSIDE 25	POLE BRACKET	STRUCTURAL - BRACKET - RUST/CRACKED AT JOINT	850		70
WHITFIELD	NAPCHESTER ROAD	GNAC102	SIDE OF 2 ON FOOTPATH	FOOTWAY LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WHITFIELD	NEWLANDS	GNAU001	JUNCTION ARCHERS COURT RODD	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350	1,350	70
WHITFIELD	NEWLANDS	GNAU002	OUTSIDE 141	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
WHITFIELD	NEWLANDS	GNAU003	OUTSIDE 1B	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	NEWLANDS	GNAU007	OUTSIDE 21	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	NEWLANDS	GNAU008	OUTSIDE 26	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
WHITFIELD	NEWLANDS	GNAU009	OUTSIDE 127	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
WHITFIELD	NEWLANDS	GNAU010	OUTSIDE 58	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	NEWLANDS	GNAU011	OUTSIDE 54	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	NEWLANDS	GNAU012	OUTSIDE 49	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	NEWLANDS	GNAU013	OUTSIDE 36	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - BOTH PLUGS MISSING	1,350		70
WHITFIELD	NEWLANDS	GNAU016	OUTSIDE 120	STREET LIGHT	STRUCTURAL - PRE-STRESSED CONC COL MOULDED PLUGS MISSING (INT BASE) - 1 PLUG MISSING	1,350		70
WHITFIELD	NURSERY LANE	GNBO001	BETWEEN 2-4 ON FOOTPATH	FOOTWAY LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WHITFIELD	NURSERY LANE	GNBO002	OUTSIDE 12-14	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WHITFIELD	SINGLEDEGE AVENUE	GSIG002	OUTSIDE 6	POLE BRACKET	STRUCTURAL - BRACKET - RUST/CRACKED AT JOINT	850		70
WHITFIELD	SINGLEDEGE AVENUE	GSIG005	REAR OF 13 ON FOOTPATH	FOOTWAY LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
WHITFIELD	SINGLEDEGE LANE	GSCI009	OPPOSITE JUNCTION GREEN LANE	STREET LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350	1,350	70
WHITFIELD	WITLEY WALK	GWDV002	OUTSIDE 8 ON FOOTPATH	FOOTWAY LIGHT	STRUCTURAL - BASE COMPARTMENT	1,350		70
TOTAL COSTS						£227,250	£31,750	£11,270

Subject:	PERFORMANCE TARGETS 2017/18
Meeting and Date:	Cabinet – 3 April 2017 Scrutiny (Policy and Performance) Committee – 18 April 2017
Report of:	David Randall, Director of Governance
Portfolio Holder:	Councillor Mike Conolly, Portfolio Holder for Corporate Resources and Performance
Decision Type:	Non-Key Decision
Classification:	Unrestricted

Purpose of the report: To monitor performance against key targets

Recommendation: To approve key targets shown in the attached schedule subject to the Director of Governance in consultation with the Portfolio Holder for Corporate Resources and Performance agreeing any minor changes

1. Summary

Targets for the Council's key performance indicators have now been set after consideration of the 2016/17 target and the year's outturn to Q3.

Introduction and Background

- 1.1 An effective Performance Management culture is a fundamental requirement of an efficient, effective and reactive Council. It facilitates the planning, monitoring and reporting of all performance activities and helps to ensure that resources are directed as required in order to achieve the Council's corporate and service objectives.
- 1.2 A range of analytical tools can be used as part of Performance Management, the most common being performance indicators, which measure performance against agreed targets and allow for comparisons against past performance and with other Councils and organisations where the information is available.
- 1.3 Targets have been set against a backdrop of the need to make cost savings and in most cases have not been decreased from that of last year but there are some cases where a target has been set which is below that of last year's outturn and these can be noted in the attached schedule.
- 1.4 Members are asked to approve the attached Schedule of key performance targets for 2017/18 which will be published in the quarterly Performance Report.

2. Identification of Options

- 2.1 Not applicable.

3. Resource Implications

- 3.1 None.

4. Corporate Implications

- 4.1 Comment from the Solicitor to the Council: The Head of Legal Services has been consulted in the preparation of this report and has no further comment to make
- 4.2 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications, however in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>
- 4.3 Comment from the 151 Finance Officer: Finance has been consulted and has no further comments to add (HL).
- 4.4 Appendix 1 – Schedule of 2017/18 Performance Targets
- 5. **Background Papers**
None

Contact Officer: Colin Cook, Head of Corporate Services

Key Performance Targets 2017/18

Appendix 1

Division	NPI	Description	Target 2016/17	Outturn to Q3 2016/17	Target 2017/18	Comments
SHARED SERVICES PERFORMANCE INDICATORS – FOR INFORMATION						
EK Services	ICT					
	EKS01d	Percentage of incidents resolved within agreed target response time	95%	97%	95%	
	EKS02d	Percentage of Service Desk calls resolved within one day	65%	70%	N/A	To be deleted and replaced with EKS02d1 and EKS02d2 below
	New Indicator EKS02d1	Percentage of incidents resolved within 1 working day	N/A	N/A	50%	New performance indicator to replace EKS02d
	New Indicator EKS02d2	Percentage of incidents resolved within 3 working days	N/A	N/A	80%	New performance indicator to replace EKS02d
	EKS04d	Percentage availability of email service	97.50%	100%	97.50%	
	EKS24d1	Percentage availability of Finance system	95%	100%	95%	
	EKS24d2	Percentage availability of Anite/Housing System	95%	100%	95%	
	New Indicator EKS24d3	Percentage availability of Citrix	N/A	N/A	97.50%	New performance indicator
	CS	Customer Services				
EKS026d		Average call waiting time in minutes	75 seconds	48 seconds	50 seconds	EKS have committed to alignment in this service area over a 2 year period. 17/18 is the second year of the activity. However uncertainty exists over the introduction of the new Housing Single System and partner waste arrangements which could negatively impact performance beyond the control of EK Service. Reduction in face to face availability and increased cost reduction will also impact.

Key Performance Targets 2017/18

Appendix 1

Division	NPI	Description	Target 2016/17	Outturn to Q3 2016/17	Target 2017/18	Comments
ES	Benefits					
	EKS13d	Pay benefit quickly	9 days	6.85 days	8.70 days	With a commitment to partner performance alignment, work to align procedures systems and teams moved forward greatly in 16/17. This work continues into 17/18 along with further staff cost reduction within the service. This needs to be balanced against speed, quality and service failure demand. Target remains challenging when comparing with peers.
	New Indicator EKS14d	Percentage of correct Housing Benefit and Council Tax Benefit decisions	94.00%	96.00%	96.00%	EKS have committed to aligning performance in this area over a 2 year period. 17/18 will be the second year of that transition.
	Council Tax					
	EKS18d	The percentage of council taxes due for the financial year which were received in year by the authority.	97.65%	85.09%	97.85%	The new CTS scheme introduced from April 2017 will present a significant challenge in the collection of the additional monies. The collection rate target reflects that extra work that will need to be done just to achieve previous levels of performance.
			N/A	£50,440,629	N/A	
	Business Rates					
	EKS19d	Percentage of Business Rates collected	N/A	85.20%	N/A	Data for information so no target required
	EKS50d	Total Business Rates Invoiced	N/A	30,041,471	N/A	Data for information so no target required
	Social Sector Size Criteria					
EKS51d	Households affected by reductions in Housing Benefit	N/A	493	N/A	Data for information so no target required	

Key Performance Targets 2017/18

Appendix 1

Division	NPI	Description	Target 2016/17	Outturn to Q3 2016/17	Target 2017/18	Comments
East Kent Housing	EKHL1	Average time taken to re-let council dwellings	15 days	11.85 days	15 days	No change. Target within House Mark benchmarking upper quartile threshold of 19 days.
	EKHD1	Total current tenant arrears (including court costs)	N/A Linked to EKHC2	£333,701	N/A	Data for information so no target required
	EKHD2	Average current tenant arrears per rented unit	N/A Linked to EKHC2	£71.52	N/A	Data for information so no target required
	EKHD3	Total former tenant arrears (including court costs)	£101,000	£87,784	N/A	Proposed new additional PI and target see EKHC3
	New Indicator EKHC3	Former tenant arrears as % of annual debit	N/A	0.44%	0.50%	Target within HouseMark benchmarking upper quartile threshold of 0.74%
	EKHD4	Amount of former tenant arrears written off	N/A	£67,724	N/A	Data for information so no target required
	EKHM1	Percentage of total responsive jobs completed on time	95%	98.98%	95%	No change. Consistent with repairs contract.
	EKHM5	Percentage of properties with a valid gas safety certification	100%	100%	100%	No change. Consistent with contract.
	EKHC2	Rent arrears as % of annual debit	1.40%	1.66%	1.40%	No change. Target within HouseMark benchmarking upper quartile threshold of 1.93%
Finance, Housing & Community	ACC004	Percentage of invoices paid on time	96%	97.84%	96.50%	Slight increase due to past performance
	CSU001	Percentage of ASB cases resolved within 30 days	95%	97.76%	95.50%	
	HOU010a	Number of households living in Temporary Accommodation including B&B	50	75	50	We have very little control over the numbers seeking assistance and ultimately how many need temporary accommodation.

Key Performance Targets 2017/18

Appendix 1

Division	NPI	Description	Target 2016/17	Outturn to Q3 2016/17	Target 2017/18	Comments
58	HOU010b	Number of households in bed and breakfast (The data provided in HOU010a and b shows the number of households on the last day of the quarter.)	25	35	25	We have very little control over the numbers seeking assistance and ultimately how many need temporary accommodation
	PSH006	Number of DFG applicants waiting more than a year for a grant offer	0	0	N/A	To be deleted as no delays in approving grants.
	PSH007	Number of DFG applications completed	90	54	N/A	Data for information so no target required
	New Indicator PSH	Percentage of completed DFG applications approved within 10 working days from receipt of application	N/A	N/A	90%	New indicator to show turnaround performance.
	HOU005	The number of households presenting as homeless	N/A	187	N/A	Data for information so no target required
	HOU011	The number of households presenting as homeless where a duty to re house is accepted	N/A	106	N/A	Data for information so no target required
	HOU012	The number of children in B&B and temporary accommodation (TA)	N/A	7	N/A	Data for information so no target required
Governance	GOV003	The number of second stage complaints referred to the Council's Complaints Officer	N/A	19	N/A	Data for information so no target required
	GOV004	The number of FOI requests received	N/A	888	N/A	Data for information so no target required
	LIC006	The percentage of unopposed licensing and permit applications processed within 5 working days	85%	97%	90%	
	LIC005	The percentage of licensed premises inspections completed by the target date.	80%	69.67%	80%	

Key Performance Targets 2017/18

Appendix 1

Division	NPI	Description	Target 2016/17	Outturn to Q3 2016/17	Target 2017/18	Comments
69	ENH012	Number of Fixed Penalty Notices issued for litter	N/A	67	N/A	Data for information so no target required
	ENH015	Number of Fixed Penalty Notices issued for dog fouling	N/A	1	N/A	Data for information so no target required
	ENH016	Number of Envirocrime prosecutions completed	N/A	14	N/A	Data for information so no target required
	ENH013	Percentage of stray dog enquiries responded to within target time.	95%	100%	95%	
	ENH005	Percentage of complaints regarding nuisance responded to within 5 working days	95%	98.53%	95%	
	GOV001	The number of working days/shifts lost due to sickness absence per FTE	N/A	5.62 days	N/A	Data for information so no target required
	GOV002	Number of working days/shifts lost due to long term sickness absence over 10 days per FTE	N/A	3.26 days	N/A	Data for information so no target required
Environment & Corporate Assets	PKG003	Number of PCNs issued	N/A	11,852	N/A	Data for information so no target required
	MUS002	The number of visits to the museum in person per 1,000 population	150	121.60	155	
	WAS003	Number of collections missed per 100,000 collections of household waste.	15	12.39	15	
	WAS010	Residual household waste per household	390kg	420kg	390kg	
	WAS011	Household waste sent for reuse, recycling or composting	45%	42.81%	45%	
	WAS012	Environmental cleanliness: Percentage of streets containing litter	5%	2.92%	5%	
	WAS013	Environmental cleanliness: Percentage of street containing detritus	10%	7.32%	10%	

Key Performance Targets 2017/18

Appendix 1

Division	NPI	Description	Target 2016/17	Outturn to Q3 2016/17	Target 2017/18	Comments
Regeneration & Development	PLA001	Percentage of major planning applications determined in 13 weeks (excluding section 106 agreements)	60%	35%	65%	
	PLA002	Percentage of non-major planning applications determined in 8 weeks (excluding section 106 agreements)	65%	61%	75%	Combines minor and other applications into one target.
	PLA004	Percentage of other planning applications determined in 8 weeks (excluding section 106 agreements)	80%	76%	N/A	To be deleted and amalgamated into PLA002
	New Indicator PLA003	The percentage of decisions for major applications overturned at appeal	New	N/A	15%	New target Description
	New Indicator PLA004	The percentage of decisions for non-major applications overturned at appeal	New	N/A	15%	New target Description
	PLA001	The percentage of appeals against planning decisions which were successful	20%	44%	N/A	To be deleted and replaced with PLA003 and PLA004 (above)
	PLA007	Number of new houses completed	N/A	411	N/A	Data for information so no target required
	PLA008	Growth in Business Rates base	N/A	-17	N/A	Data for information so no target required
Digital	EKS05d	Percentage availability of the corporate website (DDC responsibility)	99.50%	99.96%	99.50%	
	WEB002	Number of Keep me Posted subscribers	N/A	57,086	N/A	Data for information so no target required
	WEB003	Facebook subscribers	N/A	4731	N/A	Data for information so no target required
	PLA005	Percentage of electronic planning applications received	75%	74.68	75%	
	ACC011	Percentage of on-line payments to cash and cheque	N/A	88%	N/A	Data for information so no target required