

Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 8 May 2017 at 11.00 am.

Present:

Chairman: Councillor M D Conolly

Councillors: P M Beresford
N J Collor
N S Kenton
K E Morris

Also Present: Councillor S F Bannister
Councillor P M Brivio
Councillor B Gardner
Councillor S J Jones
Councillor P Walker

Officers: Chief Executive
Director of Environment and Corporate Assets
Director of Finance, Housing and Community
Director of Governance
Head of Regulatory Services
Policy and Projects Manager
Public Protection Manager
Principal Heritage Officer
Senior Planner
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 180 8.5.17 Open Key Decisions No Call-in to apply Yes Implementation Date 16 May 2017	<u>APOLOGIES</u> It was noted that apologies for absence had been received from Councillors P A Watkins and T J Bartlett.	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 181 8.5.17 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 16 May 2017				
----------------------------	--	--	--	--

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 182 8.5.17 Open Key Decisions No Call-in to apply Yes Implementation Date 16 May 2017	<u>RECORD OF DECISIONS</u> It was agreed that the decisions of the meeting of the Cabinet held on 3 April be approved, subject to CAB 179 being amended as follows: ‘It was agreed that the key targets, as set out at Appendix 1 of the report, be approved, subject to the 2017/18 target for WAS010 (‘Residual household waste per household’) being amended to 430 kg; the retention of the existing Regeneration and Development Performance Indicators PLA004 and PLA001 (provided for information purposes only) and the Director of Governance making any minor changes, in consultation with the Portfolio Holder for Corporate Resources and Performance.’	None.	Cabinet is required to approve the Record of Decisions of the Cabinet meeting held on 3 April 2017.	

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 183 8.5.17 Open Key Decisions No Call-in to apply	<u>NOTICE OF FORTHCOMING KEY DECISIONS</u> It was agreed that there were no forthcoming Key Decisions identified for pre-Cabinet 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	

Yes			Committees before the matter comes before Cabinet for formal decision.	
Implementation Date 16 May 2017				

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 184 8.5.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 16 May 2017	<u>REVIEW OF ON AND OFF-STREET PARKING CHARGES</u> It was agreed: (a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 177, made at its meeting held on 18 April 2017 (Minute No 183), be acknowledged. (b) That the Scrutiny (Policy and Performance) Committee's recommendation (v) be approved, subject to details on how a scheme for free parking at Tides Leisure Centre would operate being submitted to Cabinet for further consideration. (c) That Cabinet decision CAB 177 be reaffirmed.	None.	The Scrutiny (Policy and Performance) Committee, at its meeting held on 18 April 2017, endorsed Cabinet decision CAB 177 of 3 April 2017 and made an additional recommendation that parking at Tides Leisure Centre should be free for leisure centre users only.	

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 185 8.5.17	<u>DDC HEALTH AND SAFETY STREET-LIGHTING WORKS</u>	None.	The Scrutiny (Policy and	

Open	It was agreed:		Performance) Committee, at its meeting held on 18 April 2017, endorsed Cabinet decision CAB 178 of 3 April 2017.	
Key Decisions Yes	(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 178, made at its meeting held on 18 April 2017 (Minute No 184), be acknowledged.			
Call-in to apply Yes	(b) That Cabinet decision CAB 178 be reaffirmed.			
Implementation Date 16 May 2017				

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 186 8.5.17 Open	<u>PERFORMANCE TARGETS 2017/18</u>	None.	The Scrutiny (Policy and Performance) Committee, at its meeting held on 18 April 2017, endorsed Cabinet decision CAB 179 of 3 April 2017 and made an additional recommendation.	
Key Decisions No	It was agreed:			
Call-in to apply Yes	(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 179, made at its meeting held on 18 April 2017 (Minute No 185), be acknowledged.			
Implementation Date 16 May 2017	(b) That the Scrutiny (Policy and Performance) Committee's recommendation (b) be acknowledged, noting that outturn comparison information is already included in Performance Reports.			
	(c) That Cabinet decision CAB 179 be reaffirmed.			

Decision Status	Record of Decision	Alternative options considered and	Reasons for Decision	Conflicts of interest (if any) declared by
-----------------	--------------------	------------------------------------	----------------------	--

		rejected (if any)		decision maker(s) or consultees (if any)
<p>CAB 187 8.5.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 16 May 2017</p>	<p><u>SOUTHERN WATER</u></p> <p>It was agreed that the Scrutiny (Community and Regeneration) Committee's recommendation, made at its meeting held on 18 April 2017 (Minute No 95), be acknowledged. However, it was noted that there was already a process in place for consulting Southern Water on flood risk. Furthermore, Officers were addressing the quality of this advice directly with Southern Water, and it was intended to introduce a Planning 'validation checklist' which could require major development (greater than 10 units) to be submitted with evidence regarding the capacity in the foul sewer network. The final version of the checklist would be brought to Cabinet for approval in due course, at which point Cabinet would be able to review the measures proposed.</p>	None.	<p>The Scrutiny (Community and Regeneration) Committee, at its meeting held on 15 March 2017, received a briefing from Southern Water and made a recommendation to Cabinet regarding the flood risk from developments of more than 20 houses. Cabinet requested further clarification from the Committee regarding its recommendation which it provided at its meeting held on 19 April 2017 (Minute No 95).</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 188 8.5.17 Open</p>	<p><u>REVIEW OF ON AND OFF-STREET PARKING CHARGES - MAISON DIEU CAR PARK, DOVER</u></p> <p>It was agreed that the Schedule of On and Off-Street Parking Charges be</p>	None.	<p>A typographical error has been identified in the report on parking</p>	

Key Decisions Yes Call-in to apply Yes Implementation Date 16 May 2017	corrected to indicate that the fee for parking at Maison Dieu Car Park should be £2.20 for 2 hours.		charges that was considered and approved by Cabinet at its meeting held on 3 April 2017 (CAB 177). Cabinet agreement is sought to correct this error.	
--	---	--	---	--

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 189 8.5.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 16 May 2017	<u>DOVER DISTRICT COUNCIL LOCAL PLAN ENGAGEMENT STRATEGY</u> It was agreed that the Local Plan Engagement Strategy, as set out at Appendix 1 to the report, be approved and made available on the Council's website.	None.	At its meeting held on 1 March 2017, Cabinet agreed that there should be a review of the Dover District Local Plan (CAB 157). The Engagement Strategy sets out how and when the Council will consult residents, businesses and key stakeholders during the Local Plan preparation process.	

Decision Status	Record of Decision	Alternative options considered and	Reasons for Decision	Conflicts of interest (if any) declared by
-----------------	--------------------	------------------------------------	----------------------	--

		rejected (if any)		decision maker(s) or consultees (if any)
<p>CAB 190 8.5.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 16 May 2017</p>	<p><u>ADOPTION OF WATERLOO CRESCENT, DOVER CONSERVATION AREA CHARACTER APPRAISAL</u></p> <p>It was agreed:</p> <p>(a) That the proposed responses to the representations received and the resulting modifications to the Waterloo Crescent Conservation Area Character Appraisal, as set out at Appendix 1 to the report, be approved.</p> <p>(b) That the adoption of the Waterloo Crescent Conservation Area Character Appraisal as a Local Development Document, as set out at Appendix 2 to the report, be approved.</p> <p>(c) That the Head of Regeneration and Development be authorised, in consultation with the Portfolio Holder for Environment, Waste and Planning, to make any necessary editorial changes to the Waterloo Crescent Conservation Area Character Appraisal to assist with clarity, consistency, explanation and presentation.</p>	None.	At its meeting held on 1 March 2017, Cabinet agreed that there should be a review of the Dover District Local Plan (CAB 157). The Engagement Strategy sets out how and when the Council will consult residents, businesses and key stakeholders during the Local Plan preparation process.	

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 191 8.5.17 Open</p> <p>Key Decisions Yes</p>	<p><u>EXTENSIONS TO NELSON STREET, DEAL CONSERVATION AREA</u></p> <p>It was agreed that the three proposed extensions of the Nelson Street, Deal Conservation Area boundary, as set out at Appendix 1 of the report, be approved.</p>	None.	At its meeting held on 9 January 2017, Cabinet approved the Nelson Street Conservation Area Character Appraisal which	

<p>Call-in to apply Yes</p> <p>Implementation Date 16 May 2017</p>			<p>proposed that there should be three extensions to the existing Conservation Area boundary (CAB 123). Public consultation on the proposed extensions ran from 7 February to 23 March and two favourable responses were received.</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 192 8.5.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 16 May 2017</p>	<p><u>APPROPRIATION OF LAND FOR PLAY AREAS</u></p> <p>It was agreed:</p> <p>(a) That land at Barwick Road, Dover (as shown on the map at Appendix 1 of the report) be appropriated, to be held for the purposes of Part II of the Housing Act 1985.</p> <p>(b) That the Director of Environment and Corporate Assets be authorised to give statutory notice of the Council's intention to appropriate land at Cowdray Square, Deal (as shown on the map at Appendix 2 of the report), to be held for the purposes of Part II of the Housing Act 1985, to consider any objections received in response to that notice, and to make the appropriation or not, as he considers appropriate.</p>	<p>None.</p>	<p>Cabinet is requested to agree that two areas of land in Dover and Deal be appropriated under the Housing Act 1985 in order to provide play areas in connection with social housing accommodation.</p>	

--	--	--	--	--

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 193 8.5.17 Open Key Decisions No Call-in to apply Yes Implementation Date 16 May 2017	<u>PERFORMANCE REPORT - FOURTH QUARTER 2016/17</u> It was agreed that the Council's Performance Report and Actions for the Fourth Quarter 2016/17 be noted.	None.	Monitoring the Council's performance against key objectives is essential to the achievement of those aims and objectives. The Performance Report provides a summary of the Council's performance for the 12-month period to 31 March 2017.	

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 194 8.5.17 Open Key Decisions No	<u>APPOINTMENT OF MEMBER REPRESENTATIVES TO OUTSIDE BODIES 2017/18</u> It was agreed: (a) That the following appointments to outside bodies for 2017/18 be	To not defer the nomination of a trustee for the Municipal Charities of Dover.	On an annual basis, Cabinet appoints Members (and sometimes others) to outside bodies to represent	

Call-in to apply Yes Implementation Date 16 May 2017	approved:				the Council's interests on those bodies or, in some cases, to act solely on behalf of the bodies.
	Action with Rural Communities in Kent	1 Year	Councillor M Ovenden Councillor F Scales		
	Age Concern Deal (Liaison Committee)	1 Year	Councillor P Heath		
	Aylesham & District Workshop Trust	1 Year	Councillor G Cowan		
	Canterbury and Coastal Health and Wellbeing Board	1 Year	Councillor S Chandler		
	Deal Fairtrade Steering Group	1 Year	Councillor P Hawkins		
	Dover Bronze Age Boat Trust	1 Year	Mr A Richardson		
	Dover, Deal and District Citizens' Advice Bureau	1 Year	Councillor P Beresford Councillor R Frost		
	Dover District Volunteering Centre	1 Year	Councillor K Morris		
	Dover Fairtrade Steering Group	1 Year	Councillor D Hannent		
East Kent Housing Board	1 Year	Councillor S Chandler			
East Kent Housing Dover Area Tenants'	1 Year	Councillor P Beresford Councillor M Rose			The appointments are of a strategic or community nature, and Cabinet has the option not to appoint representatives where they are fulfilling a community role.

	Board				
	East Kent Spatial Development Co.	1 Year	Councillor P Watkins		
	Industrial Communities Alliance	1 Year	Councillor S Manion		
	JAC Kent Downs AONB Partnership	1 Year	Councillor N Kenton		
	Kent County Playing Fields Association	1 Year	Councillor P Beresford		
	Kent Forum	1 Year	Councillor P Watkins		
	Local Enterprise Partnership Board and Executive	1 Year	Councillor P Watkins		
	Local Government Association – General Assembly	1 Year	Councillor P Watkins		
	Mary Hougham Almshouses	4 Years	Councillor A Friend		
	Police and Crime Panel for Kent	1 Year	Councillor K Morris		
	River Dour Partnership	1 Year	Councillor N Collor		
	River Stour (Kent) Internal Drainage Board	1 Year	Councillor M Conolly Councillor M Ovenden		
	Sandwich and Pegwell Bay	1 Year	Councillor M Ovenden		

	<p>National Nature Reserve Management Committee</p> <p>South East England Councils (SEEC) 1 Year Councillor P Watkins (sub: M Conolly)</p> <p>South Kent Coast Health and Wellbeing Board 1 Year Councillor P Watkins Councillor P Beresford</p> <p>Tourism South East 1 Year Councillor K Morris</p> <p>Stagecoach Bus Users' Group 1 Year Mrs S Nicholas</p> <p>(b) That the nomination of a trustee to Municipal Charities of Dover be deferred until the views of the charity regarding the re-appointment of Mr J M Smith are known.</p> <p>(c) That the Leader of the Council be requested to nominate an alternative Member to substitute at meetings on an ad hoc basis when the appointed Member is unavailable (and where the constitution of the body allows this).</p> <p>(d) That the appointment of the Chief Executive to the Kent Forum be approved.</p>			
--	--	--	--	--

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 195 8.5.17 Open Key Decisions	<u>APPOINTMENT OF PROJECT ADVISORY GROUPS 2017/18</u> It was agreed: (a) That the membership of the Local Plan Project Advisory Group for the	None.	Cabinet is requested to determine the membership of the following Project	

<p>No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 16 May 2017</p>	<p>Council year 2017/18 be established as follows:</p> <p>Portfolio Holder for Environment, Waste and Planning (Chairman); Councillor D P Murphy; Councillor B Gardner; the Chairman of the Planning Committee; a representative from the town and parish councils (Mr Keith Gowland representing Kent Association of Local Councils and nominated substitute); three representatives from the voluntary sector (Mr Pat Sherratt – The Dover Society; Mr Robin Green – The Deal Society; and Mr Richard Ralph – Sandwich Town Team); representatives from the Business Forum (including Mr Gareth Doodes, Mr Matthew or Mr Stuart Jaenicke and a representative from Megger) and the Chief Executive/Head of Regeneration and Development.</p> <p>(b) That the membership of the Dover Town Centre and Waterfront Project Advisory Group for the Council year 2017/18 be established as follows: Portfolio Holder for Property Management and Public Protection (Chairman) and Councillors P M Beresford, N J Collor, P A Watkins, P M Brivio, M R Eddy and P Walker.</p> <p>(c) That the membership of the Dover Leisure Centre Project Advisory Group for the Council year 2017/18 be established as follows: Portfolio Holders for Property Management and Public Protection (Chairman); Access and Licensing; Corporate Resources and Performance; Housing, Health and Wellbeing; Councillor P Walker and Mr Peter Ward.</p> <p>(d) That the membership of the Commercial Investment Project Advisory Group for the Council year 2017/18 be established as follows: Portfolio Holder for Corporate Resources and Performance (Chairman); Leader of the Council; Portfolio Holder for Property Management and Public Protection and Leader and Deputy Leader of the Opposition Group.</p> <p>(e) That the membership of the Residential Investment Project Advisory</p>		<p>Advisory Groups for 2017/18: Local Plan; Dover Town Centre and Waterfront; Dover Leisure Centre; Commercial Investment; Residential Investment and Investment Advisory.</p>	
--	--	--	--	--

	<p>Group for the Council year 2017/18 be established as follows: Portfolio Holder for Corporate Resources and Performance (Chairman); Leader of the Council; Portfolio Holder for Housing, Health and Wellbeing; Leader of the Opposition Group and Shadow Portfolio Holder for Housing, Health and Wellbeing.</p> <p>(f) That the membership of the Investment Advisory Group for the Council year 2017/18 be established as follows: Portfolio Holder for Corporate Resources and Performance (Chairman); Chairman of the Governance Committee; Chairman of the Scrutiny (Policy and Performance) Committee and Councillors P I Carter and M R Eddy.</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 196 8.5.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 16 May 2017</p>	<p><u>APPOINTMENT OF DEVELOPER CONTRIBUTIONS EXECUTIVE COMMITTEE</u></p> <p>It was agreed:</p> <p>(a) That the membership of the Developer Contributions Executive Committee for the Council year 2017/18 be established as follows:</p> <p>Leader of the Council (Chairman) and the Portfolio Holders for Housing, Health and Wellbeing; Environment, Waste and Planning (Vice-Chairman) and Skills, Training, Tourism, Voluntary Services and Community Safety.</p> <p>(b) That a (non-voting) representative from the Labour Group (Councillor B Gardner) be invited to attend and participate at meetings of the Developer Contributions Executive Committee.</p>	<p>None.</p>	<p>The Developer Contributions Executive Committee was established by Cabinet in 2007. Cabinet is requested to determine the membership of the Committee for the Council year 2017/18.</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 197 8.5.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 16 May 2017</p>	<p><u>APPOINTMENT OF DOVER JOINT TRANSPORTATION BOARD VICE-CHAIRMAN</u></p> <p>It was agreed that the Leader of the Council be requested to appoint the Vice-Chairman once the membership of the Dover Joint Transportation Board for 2017/18 has been determined by Council on 17 May 2017.</p>	<p>To appoint the Vice-Chairman.</p>	<p>To comply with the terms of reference of the Dover Joint Transportation Board, which require that the chairmanship and vice-chairmanship of the Board alternates annually between Kent County Council and Dover District Council, Cabinet is required to appoint a vice-chairman for 2017/18.</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 198 8.5.17 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 disclosure of exempt information as defined in paragraph 3 of Schedule</p>	<p>None.</p>		

Call-in to apply Yes Implementation Date Immediate	12A of the Local 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 199 8.5.17 Open Key Decisions No Call-in to apply Yes Implementation Date 16 May 2017	<u>ST RADIGUND'S PLAY AREA PROJECT</u> It was agreed that a new play area facility be provided at St Radigund's, and the contract for the development be awarded to Wicksteed Leisure Ltd for the consideration set out in the report, subject to satisfying planning conditions.	None.	Following Cabinet's approval of the Council's Review of Play Area Provision 2012-2026 in March 2012 (in which it was identified that play area provision in St Radigund's ward was deficient), progress has been made in delivering new play areas in the district. A competitive tender exercise was undertaken for the development of a new play area within the grounds of the Triangles Community Centre, and two tenders	

			were received.	
--	--	--	----------------	--

The meeting ended at 11.52 am