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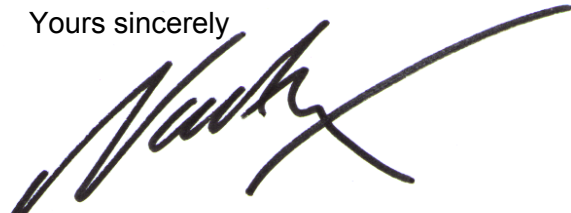
23 June 2017

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **CABINET** will be held at these offices (Council Chamber) on Monday 3 July 2017 at 11.00 am when the following business will be transacted.

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

Yours sincerely


Chief Executive

Cabinet Membership:

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

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

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

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

3 **RECORD OF DECISIONS** (Pages 6-16)

The Decisions of the meeting of the Cabinet held on 12 June 2017 numbered CAB 1 to CAB 16 (inclusive) are attached.

4 **NOTICE OF FORTHCOMING KEY DECISIONS** (Pages 17-19)

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-Cabinet 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 **OLDSTAIRS BAY TO SANDWICH BAY BEACH MANAGEMENT PLAN** (Page 20)

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

6 **ACCOMMODATION CHARTER FOR DOVER DISTRICT** (Page 21)

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

BUDGET AND POLICY FRAMEWORK - NON-KEY DECISIONS

7 **TREASURY MANAGEMENT YEAR-END REPORT** (Pages 22-36)

To consider the attached report of the Director of Finance, Housing and Community.
Responsibility: Portfolio Holder for Corporate Resources and Performance

EXECUTIVE - KEY DECISIONS

8 **CLOSURE OF AREA OFFICES** (Pages 37-49)

To consider the attached report of the Assistant Director, EK Services
Responsibility: Portfolio Holder for Corporate Resources and Performance

9 **DEVELOPMENT OF NEW AFFORDABLE HOUSING - FOXBOROUGH LANE, WOODNESBOROUGH** (Pages 50-54)

To consider the attached report of the Director of Finance, Housing and Community
Responsibility: Portfolio Holder for Housing, Health and Wellbeing

10 **REVISION OF PRIVATE SECTOR HOUSING ASSISTANCE POLICY** (Pages 55-

80)

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

Responsibility: Portfolio Holder for Housing, Health and Wellbeing

11 **DRAFT SOUTH BARRACKS CONSERVATION AREA CHARACTER APPRAISAL** (Pages 81-93)

To consider the attached report of the Chief Executive.

Responsibility: Portfolio Holder for Environment, Waste and Planning

EXECUTIVE - NON-KEY DECISIONS

12 **OUTSOURCING OF REVENUES, BENEFITS, DEBT RECOVERY AND CUSTOMER SERVICES FUNCTIONS (REVISION OF DELEGATIONS TO THE EAST KENT SERVICES COMMITTEE)** (Pages 94-99)

To consider the attached report of the Director of Shared Services.

Responsibility: Portfolio Holder for Corporate Resources and Performance

13 **AYLESHAM VILLAGE EXPANSION - RETAIL UNITS, THIRD PARTY LAND AND POST DEVELOPMENT IMPROVEMENTS** (Pages 100-102)

To consider the attached report of the Chief Executive.

Responsibility: Leader of the Council

14 **LOCAL PLAN PROJECT ADVISORY GROUP - DRAFT TERMS OF REFERENCE** (Pages 103-104)

At its meeting held on 8 May 2017, Cabinet agreed the membership of the Local Plan Project Advisory Group for 2017/18 (CAB 195). It is anticipated that the Group will meet in July. Its Terms of Reference were drafted some years ago and require updating. Cabinet is requested to consider the attached revised draft Terms of Reference.

15 **MUNICIPAL CHARITIES OF DOVER: NOMINATION OF TRUSTEE**

At its meeting held on 8 May 2017, Cabinet resolved to defer the nomination of a trustee to replace Mr Mick Smith on the Municipal Charities of Dover until the views of the charity were available (CAB 194).

The charity has now suggested that Councillor John Heron be nominated as the Council's trustee. (It is understood that Mr Smith will be offered an appointment as a trustee on a co-opted basis. The other trustees nominated by the Council are currently Councillor P Beresford, Mrs S Nicholas, Mr A Shirley and Mr R Walkden.)

Cabinet is requested to determine whether it wishes to nominate Councillor Heron as its trustee to the charity.

16 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 105)

The recommendation is attached.

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

EXECUTIVE - KEY DECISIONS

17 DEVELOPMENT OF NEW AFFORDABLE HOUSING ON LAND AT NEW DOVER ROAD, CAPEL-LE-FERNE (Pages 106-109)

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

Responsibility: Portfolio Holder for Housing, Health and Wellbeing

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.