

Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 4 September 2017 at 11.05 am.

Present:

Chairman: Councillor P A Watkins

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

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

Officers: Chief Executive
Director of Environment and Corporate Assets
Director of Finance, Housing and Community
Director of Governance
Director of EK Shared Services
Head of Community and Engagement
Head of Inward Investment
Head of Parks and Open Spaces
Director of Property Services, EK Housing
Assistant Director, EK Services
Asset Investment Manager, EK Housing
Community Development Manager
Policy and Projects Manager
Senior Planner (Policy)
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 38 4.9.17 Open Key Decisions No Call-in to apply Yes Implementation Date 12 September 2017	<u>APOLOGIES</u> It was noted that an apology for absence had been received from Councillor N S Kenton.	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 39 4.9.17 Open Key Decisions No Call-in to apply Yes	<u>DECLARATIONS OF INTEREST</u> It was noted that there were no declarations of interest.	None.	To note any declarations of interest.	

Implementation Date 12 September 2017				
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CAB 40 4.9.17 Open Key Decisions No Call-in to apply Yes Implementation Date 12 September 2017	<u>RECORD OF DECISIONS</u> It was agreed that the decisions of the meeting of the Cabinet held on 3 July 2017 be approved.	None.	Cabinet is required to approve the Record of Decisions of the Cabinet meeting held on 3 July 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 41 4.9.17 Open Key Decisions No	<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	

Call-in to apply Yes Implementation Date 12 September 2017			Scrutiny Committees before the matter comes before Cabinet for formal decision.	
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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 42 4.9.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 12 September 2017	<u>REVISION OF PRIVATE SECTOR HOUSING ASSISTANCE POLICY</u> It was agreed that the Scrutiny (Community and Regeneration) Committee's endorsement of Cabinet decision CAB 26, made at its meeting held on 12 July 2017 (Minute No 33), be acknowledged and that Cabinet decision CAB 26 be reaffirmed.	None.	The Scrutiny (Community and Regeneration) Committee, at its meeting held on 12 July 2017, endorsed Cabinet decision CAB 26 of 3 July 2017.	

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CAB 43 4.9.17 Open Key Decisions	<u>DEVELOPMENT OF NEW AFFORDABLE HOUSING - FOXBOROUGH LANE, WOODNESBOROUGH</u> It was agreed that the Scrutiny (Community and Regeneration) Committee's endorsement of Cabinet decision CAB 25, made at its	None.	The Scrutiny (Community and Regeneration) Committee, at its meeting held on 12	

<p>Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September 2017</p>	<p>meeting held on 12 July 2017 (Minute No 34), be acknowledged and that Cabinet decision CAB 25 be reaffirmed.</p>		<p>July 2017, endorsed Cabinet decision CAB 34 of 3 July 2017.</p>	
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<p>CAB 44 4.9.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September 2017</p>	<p><u>AYLESHAM VILLAGE EXPANSION - RETAIL UNITS, THIRD PARTY LAND AND POST DEVELOPMENT IMPROVEMENTS</u></p> <p>It was agreed that the Scrutiny (Community and Regeneration) Committee's endorsement of Cabinet decision CAB 29, made at its meeting held on 12 July 2017 (Minute No 35), be acknowledged and that Cabinet decision CAB 29 be reaffirmed.</p>	<p>None.</p>	<p>The Scrutiny (Community and Regeneration) Committee, at its meeting held on 12 July 2017, endorsed Cabinet decision CAB 29 of 3 July 2017.</p>	

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<p>CAB 45 4.9.17 Open</p>	<p><u>DEVELOPMENT OF NEW AFFORDABLE HOUSING ON LAND AT NEW DOVER ROAD, CAPEL-LE-FERNE</u></p>	<p>None.</p>	<p>The Scrutiny (Community and Regeneration)</p>	

<p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September 2017</p>	<p>It was agreed that the Scrutiny (Community and Regeneration) Committee's endorsement of Cabinet decision CAB 33, made at its meeting held on 12 July 2017 (Minute No 37), be acknowledged and that Cabinet decision CAB 33 be reaffirmed.</p>		<p>Committee, at its meeting held on 12 July 2017, endorsed Cabinet decision CAB 33 of 3 July 2017.</p>	
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<p>CAB 46 4.9.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September 2017</p>	<p><u>ORDER OF BUSINESS</u></p> <p>It was agreed that the order of business be varied in order to consider Agenda Item 13 (EK Services' Face-to-Face Service Provision at Deal Area Office) with Agenda Item 9 (Closure of Area Offices).</p>	<p>None.</p>	<p>To enable the Scrutiny recommendations to be considered with the substantive agenda item.</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 47</p>	<p><u>EK SERVICES' FACE-TO-FACE SERVICE PROVISION/CLOSURE OF</u></p>	<p>None.</p>	<p>At its meeting held</p>	

<p>4.9.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September 2017</p>	<p><u>AREA OFFICES</u></p> <p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 24 (b), made at its meeting held on 11 July 2017 (Minute No 41), be acknowledged.</p> <p>(b) That the Scrutiny (Policy and Performance) Committee's recommendation (b) be approved, noting that the further detail requested on Aylesham and Sandwich has been included in the report to Cabinet.</p> <p>(c) That the Scrutiny (Policy and Performance) Committee's recommendation (c) be rejected.</p> <p>(d) That the additional information and data provided be noted.</p> <p>(e) That the withdrawal of face-to-face customer services at Deal Library, Aylesham and Sandwich be approved, noting that a District Council footprint will be maintained via the provision of a dedicated telephone line. 'Webchat' will be included as part of the on-line service provision for specified services and home visits will be available to vulnerable persons who are unable to access services through any other means.</p> <p>(f) That the Director of EK Shared Services be requested to determine the final date of closure, in consultation with the Director of Finance, Housing and Community and the Portfolio Holder for Corporate Resources and Performance.</p>		<p>on 3 July 2017, Cabinet considered a report proposing the closure of the Council's customer service desks at Aylesham, Deal and Sandwich (CAB 24). Cabinet agreed that the Aylesham and Sandwich desks should be closed, but deferred a decision on Deal pending more information.</p> <p>The Scrutiny (Policy and Performance) Committee considered Cabinet decision CAB 24, and recommended that the closure of the Aylesham and Sandwich desks should also be deferred pending more information. The Committee also recommended that it should consider the report</p>	
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			prior to it going to Cabinet.	
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<p>CAB 48 4.9.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September 2017</p>	<p><u>OUTSOURCING OF REVENUES, BENEFITS, DEBT RECOVERY AND CUSTOMER SERVICES FUNCTIONS (REVISION OF DELEGATIONS TO THE EAST KENT SERVICES COMMITTEE)</u></p> <p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's endorsement of Cabinet decision CAB 28, made at its meeting held on 11 July 2017 (Minute No 42), be acknowledged.</p> <p>(b) That the Scrutiny (Policy and Performance) Committee's recommendation (iii), made at its meeting held on 11 July 2017 (Minute No 42), be rejected, as follows:</p> <p>That the Cabinet be requested to grant pre-decision scrutiny on the report and the relevant Portfolio Holder be requested to attend the meeting of the Scrutiny (Policy and Performance) Committee where the report is considered.</p> <p>(c) That Cabinet decision CAB 28 be reaffirmed.</p>	<p>To accept the Scrutiny Committee's recommendations.</p>	<p>The Scrutiny (Policy and Performance) Committee, at its meeting held on 11 July 2017, endorsed Cabinet decision CAB 28 of 3 July 2017 and made an additional recommendation.</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 49	<u>REGENT CINEMA UPDATE</u>	None.	The Scrutiny	

<p>4.9.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September 2017</p>	<p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's recommendations (i) and (ii), made at its meeting held on 3 August 2017 (Minute No 4), be approved, subject to (i) being amended as follows:</p> <p>(i) That the Leader of the Council chair and attempt to facilitate a meeting between the owners of the Regent Cinema and representatives of the Reopen the Regent Group and the Deal Society.</p> <p>(ii) That the Cabinet encourage the owners of the Regent Cinema to have regular contact with the ward Councillors for Deal and local community groups.</p> <p>(b) That the Scrutiny (Policy and Performance) Committee's recommendation (iii) be rejected as it is considered that the information requested on a Compulsory Purchase Order has already been provided and that a further report is therefore unnecessary.</p> <p>(c) That the Scrutiny (Policy and Performance) Committee's recommendation (iv) be rejected since the Council currently has no plans to pursue a Compulsory Purchase Order.</p> <p>(d) That the Scrutiny (Policy and Performance) Committee's recommendation (v) be approved, noting that the Director of Finance, Housing and Community has requested an update on business rates.</p> <p>(e) That the Scrutiny (Policy and Performance) Committee's recommendations (vi) and (vii) be approved, noting that these requests can be taken forward by Officers at the meeting</p>		<p>(Policy and Performance) Committee, at its meeting held on 3 August 2017, received an update on the Regent Cinema and made several recommendations to Cabinet.</p>	
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	<p>convened between the owners, the Reopen the Regent Group and the Deal Society.</p> <p>(f) That the Scrutiny (Policy and Performance) Committee's recommendation (viii) be rejected since the covenant cannot be changed by the Council.</p> <p>(g) That the Scrutiny (Policy and Performance) Committee's recommendation (ix) be rejected since the history of the site and how it came to be in the Council's ownership is well known and publicly available.</p> <p>(h) That the Scrutiny (Policy and Performance) Committee's recommendation (x) be approved, albeit that the Council is likely to rely on a legal mechanism rather than a covenant. Should any transfer or sale of land take place, the relevant Portfolio Holder would be consulted.</p>			
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<p>CAB 50 4.9.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation</p>	<p><u>DOVER DISTRICT COUNCIL LOCAL DEVELOPMENT SCHEME</u></p> <p>It was agreed that the revised Local Development Scheme, as set out at Appendix 1 to the report, be approved and brought into force.</p>	<p>None.</p>	<p>The Local Development Scheme (LDS) sets out the Council's timetable for the production, consultation and adoption of key planning documents that will form part of the</p>	

Date 12 September 2017			District's Local Plan. The revised LDS supersedes the previous one published in March 2017 and takes account of changes resulting from the Dover Waterfront Area Action Plan, the District Local Plan and a number of Conservation Area Character Appraisals.	
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CAB 51 4.9.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 12 September 2017	<u>OPEN GOLF CHAMPIONSHIP 2020</u> It was agreed: <ul style="list-style-type: none"> (a) That the work being undertaken with partners to secure the return of the Open Golf Championship be welcomed. (b) That the establishment of the governance arrangements be approved. (c) That the Head of Inward Investment be authorised, in consultation with the Leader of the Council and the Director of Finance, Housing and Community, to use the funds in the Events reserve, as required, to fund Dover District council's contribution to achieve the return of the Open Golf Championship. 	None.	The Open Golf Championship was last held at the Royal St George's Golf Club at Sandwich in 2011. It has been confirmed that The Open will return to Sandwich in 2020, and Cabinet is requested to approve the work being done to ensure a	

			successful championship, and the funding and governance arrangements.	
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<p>CAB 52 4.9.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September 2017</p>	<p><u>EAST KENT GROWTH FRAMEWORK</u></p> <p>It was agreed:</p> <p>(a) That the draft East Kent Growth Framework, as set out at Appendix 1 to the report, be approved.</p> <p>(b) That the Chief Executive be authorised, in consultation with the Leader of the Council, to make any further changes or additions that may be required by Cabinet or which are of an editorial nature.</p>	None.	The East Kent Growth Framework is an economic strategy for east Kent which sets out the region's infrastructure requirements and ambitions. The Framework has been reviewed and updated, and will provide the evidence base for funding and investment from government departments and other bodies.	

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<p>CAB 53 4.9.17 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September 2017</p>	<p><u>DOVER DISTRICT EVENTS POLICY</u></p> <p>It was agreed:</p> <p>(a) That the updated Dover District Events Policy, Hire Agreement and Permission to Use documents be approved.</p> <p>(b) That the Director of Environment and Corporate Assets be authorised, in consultation with the Portfolio Holder for Property Management and Public Protection, to approve minor alterations to the Dover District Events Policy, the Hire Agreement and Permission to Use documents.</p>	<p>None.</p>	<p>The Dover District Events Policy has been updated and minor changes are presented to Cabinet for approval. The Hire Agreement and Permission to Use documents have been revised to simplify the process for event organisers wishing to hire the Council's land.</p>	<p>consultees (if any)</p>
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<p>CAB 54 4.9.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September</p>	<p><u>CAR PARK RESURFACING WORKS</u></p> <p>It was agreed:</p> <p>(a) That the proposed works to various car parks set out in the report be noted.</p> <p>(b) That the allocation of £240,000 included within the approved Medium-Term Financial Plan, to enable the proposed works to car parks to proceed, be approved.</p>	<p>None.</p>	<p>It is recognised that some of the District's car parks require complete resurfacing. Cabinet is requested to approve the works and the allocation of funding for these.</p>	

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CAB 55 4.9.17 Open Key Decisions No Call-in to apply Yes Implementation Date 12 September 2017	<u>PERFORMANCE REPORT - FIRST QUARTER 2017/18</u> It was agreed that the Council's Performance Report and Actions for the First Quarter 2017/18 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 three months to 30 June 2017.	

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CAB 56 4.9.17 Open Key Decisions No Call-in to apply	<u>EXCLUSION OF THE PRESS AND PUBLIC</u> 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 items of business on the grounds that they involves the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972.	None.		

Yes				
Implementation Date 12 September 2017				

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CAB 57 4.9.17 Exempt Key Decisions Yes Call-in to apply Yes Implementation Date 12 September 2017	<u>FLAT ROOFING AND ASSOCIATED WORKS CONTRACT</u> It was agreed: (a) That the award of the new Flat Roofing and Associated Works contract to Armour Contracts Limited be approved, subject to the 30-day notice period required by Section 20 of the Landlord and Tenant Act 1985 and the Service Charges (Consultation Requirements) (England) Regulations 2003. (b) That the Head of Strategic Housing be authorised to have the functions of having regard to observations in relation to proposals to award a long-term agreement as required by Section 20 of the Landlord and Tenant Act 1985 and the Service Charges (Consultation Requirements) (England) Regulations 2003 and confirming the award of the contract or reporting further to Cabinet, as he considers appropriate.	None.	Following a procurement exercise, carried out on behalf of Dover District Council, for the replacement of flat roofing and associated works to the Council's social housing, eleven tender submissions were received. The new contract will run from 3 November 2017 to 31 March 2020.	

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<p>CAB 58 4.9.17 Exempt</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 September 2017</p>	<p><u>REPLACEMENT UPVC WINDOWS AND DOORS AND ASSOCIATED WORKS CONTRACT</u></p> <p>It was agreed:</p> <p>(a) That the award of the new replacement uPVC Windows and Doors and Associated Works contract to Specialist Building Products Limited (t/a Wrekin Windows) be approved, subject to the 30-day notice period required by Section 20 of the Landlord and Tenant Act 1985 and the Service Charges (Consultation Requirements) (England) Regulations 2003.</p> <p>(b) That the Head of Strategic Housing be authorised to have the functions of having regard to observations in relation to proposals to award a long-term agreement as required by Section 20 of the Landlord and Tenant Act 1985 and the Service Charges (Consultation Requirements) (England) Regulations 2003 and confirming the award of the contract or reporting further to Cabinet, as he considers appropriate.</p>	<p>None.</p>	<p>Following a procurement exercise, carried out on behalf of Dover District Council, for the replacement of windows, doors and associated works to the Council's social housing, six tender submissions were received. The new contract will run from 3 November 2017 to 31 March 2020.</p>	
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The meeting ended at 12.14 pm