

Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 15 January 2018 at 11.00 am

Present:

Chairman: Councillor K E Morris

Councillors: M D Conolly
J S Back
T J Bartlett
N J Collor
M J Holloway
N S Kenton

Also Present: S F Bannister
P M Beresford
P M Brivio
S S Chandler
M R Eddy
R J Frost
B Gardner
S J Jones
P D Jull
A M Napier
P M Wallace

Officers: Chief Executive
Director of Environment and Corporate Assets
Director of Finance, Housing and Community
Director of Governance
Head of Inward Investment
Policy and Projects Manager
Principal Infrastructure and Delivery Officer
Principal Leisure Officer
PR and Marketing Officer
Principal Heritage Officer
Democratic Services 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 117 15.1.18 Open Key Decisions No Call-in to apply Yes Implementation Date 23 January 2018	<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 118 15.1.18 Open Key Decisions No Call-in to apply Yes Implementation	<u>DECLARATIONS OF INTEREST</u> Councillor T J Bartlett declared a Disclosable Pecuniary Interest in Agenda Item 8 (Dover Town Centre) by reason that he paid business rates as the owner of a business in the district.	None.	To note any declarations of interest.	

Date 23 January 2018				
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CAB 119 15.1.18 Open Key Decisions No Call-in to apply Yes Implementation Date 23 January 2018	<u>RECORD OF DECISIONS</u> It was agreed that the decisions of the meeting of the Cabinet held on 4 December 2017, as detailed in decision numbers CAB 106 to CAB 116, 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 4 December 2017.	

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CAB 120 15.1.18 Open Key Decisions No Call-in to apply Yes Implementation	<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 Committees before the matter comes before Cabinet for	

Date 23 January 2018			formal decision.	
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CAB 121 15.1.18 Open Key Decisions No Call-in to apply Yes Implementation Date 23 January 2018	<u>COUNCIL WORKFORCE STRATEGY</u> It was agreed that, subject to the removal of (i) to (iv), the Governance Committee's recommendations, made at its meeting held on 7 December 2017 (Minute No 27), be approved as follows: (a) That an updated Workforce Strategy be developed for 2018, which is then considered by Cabinet. (b) That, after the strategy has been received and considered by Cabinet, it is referred back to the Governance Committee. This is to enable it to fulfil its assurance role which is to ensure that effective action is being taken to mitigate risk and maintain effective internal control.	To accept or reject both of the Committee's recommendations.	At its meeting held on 7 December 2017, the Governance Committee received an audit report on the Council's Regeneration Team and made recommendations to Cabinet.	

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CAB 122 15.1.18 Open Key Decisions Yes	<u>DOVER DISTRICT COUNCIL AUTHORITY MONITORING REPORT 2016/17</u> It was agreed: (a) That the Scrutiny (Policy and Performance) Committee's	To reject the Committee's recommendation.	At its meeting held on 12 December 2017, the Scrutiny (Policy and Performance) Committee	

<p>Call-in to apply Yes</p> <p>Implementation Date 23 January 2018</p>	<p>endorsement of Cabinet decision CAB 112, made at its meeting held on 12 December 2017 (Minute No 107), be acknowledged.</p> <p>(b) That the Scrutiny (Policy and Performance) Committee's recommendation (b) be approved as follows:</p> <p>That, in future, the Authority Monitoring Report should have a section highlighting the infrastructure constraints that have stopped development.</p> <p>(c) That Cabinet decision CAB 112 be reaffirmed, subject to its being amended in relation to (b) above.</p>		<p>endorsed Cabinet decision CAB 112 of 4 December 2017 and made an additional recommendation.</p>	
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<p>CAB 123 15.1.18 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 23 January 2018</p>	<p><u>RIVER DOUR ENHANCEMENT WORK AND REPAIRS TO DOLPHIN HOUSE GARAGES</u></p> <p>It was agreed:</p> <p>(a) That the Scrutiny (Policy and Performance) Committee's recommendations, made at its meeting held on 12 December 2017 (Minute No 108), be approved as follows:</p> <p>(a) That the business case to carry out the riverside enhancement works be approved.</p> <p>(b) That the repairs to the Dolphin House garages not be undertaken in order for the usage (i.e. car parking, commercial storage, etc) of the garages to be established.</p>	<p>To reject the Committee's recommendation.</p>	<p>At its meeting held on 12 December 2017, the Scrutiny (Policy and Performance) Committee considered Cabinet decision CAB 114 of 4 December 2017 and recommended that repairs to the Dolphin House garages should be postponed pending further information</p>	

	(b) That Cabinet decision CAB 114 be amended to reflect the changes above.		on their usage.	
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CAB 124 15.1.18 Open Key Decisions No Call-in to apply Yes Implementation Date 23 January 2018	<u>OVERNIGHT OPENING OF DEAL PIER</u> It was agreed: (a) That the Scrutiny (Policy and Performance) Committee's recommendation, made at its meeting held on 12 December 2017 (Minute No 109), be rejected. (b) That Cabinet decision CAB 115 be reaffirmed.	To approve the recommendation.	At its meeting held on 12 December 2017, the Scrutiny (Policy and Performance) Committee considered Cabinet decision CAB 115 of 4 December 2017 and made a recommendation to Cabinet.	

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CAB 125 15.1.18 Open Key Decisions No Call-in to apply	<u>BUS ROUTES IN THE DOVER DISTRICT</u> It was agreed that the Scrutiny (Community and Regeneration) Committee's recommendations, made at its meeting held on 13 December 2017 (Minute No 92), be approved as follows, noting that recommendation (ii) will be expanded to cover district-wide services and that the matter will also be taken up directly with the Leader of Kent County Council:	To reject the recommendations.	At its meeting held on 13 December 2017, the Scrutiny (Community and Regeneration) Committee received briefings from Stagecoach	

<p>Yes</p> <p>Implementation Date 23 January 2018</p>	<p>(a) That a letter be written to Kent County Council:</p> <ul style="list-style-type: none"> (i) To request changes to the criteria relating to community bus services and to ask why rural communities have insufficient services which has severely impacted on the quality of life for the elderly and vulnerable. (ii) That, as the Northbourne Monday and Friday bus service only allows for one hour in Deal before returning, the operator (Regent via Kent County Council) be requested to consider the possibility of amending the service so as to allow for a return to Northbourne of at least 2 hours after arrival in Deal. (iii) That Kent County Council be urged to examine ways to increase the use of the Kent Karrier service in the district given that it has not been as successful in the Dover District as in other areas. (iv) That Kent County Council be asked to actively look at changes brought about by the Bus Services Act 2017 to improve services countywide, including the use of franchising. <p>(b) That the apology from Stagecoach for the inadequate public consultation last summer, and their assurance that they have learnt the lessons and will make improvements in the future, be welcomed.</p>		<p>and Kent County Council and made recommendations to Cabinet.</p>	
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<p>CAB 126 15.1.18 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 23 January 2018</p>	<p><u>FEES AND CHARGES 2018/19</u></p> <p>It was agreed:</p> <p>(a) That the fees and charges for 2018/19, as set out at Appendices 2.1 to 2.6 and 5.1 and 5.3 of the report, be approved.</p> <p>(b) That any fees and charges will be adjusted by the Service Director and the Portfolio Holder to comply with any subsequently received government guidelines (when they are received) without being the subject of a further report unless they are materially different from current charges or have a material impact on the level of income.</p> <p>(c) That the general principle that fees are set at an appropriate inclusive level, irrespective of VAT status, and that the VAT element within the overall fee level is then determined, be approved.</p> <p>(d) That the fees and charges approved by the Licensing and Regulatory Committees (and presented for information to the Planning Committee), as set out at Appendices 3, 4, 5.1 and 5.2 of the report, be noted.</p> <p>(e) That the Guidelines/Procedures for the application of Recycling and Waste Discretionary Fees and Charges, as set out at Appendix 6 of the report, be approved.</p>	<p>None.</p>	<p>The Council's Constitution stipulates that the Council's fees and charges should be reviewed annually. Cabinet is now required to set the level of these for 2018/19.</p>	<p>consultees (if any)</p>
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<p>CAB 127 15.1.18</p>	<p><u>REVIEW OF ON AND OFF-STREET PARKING CHARGES</u></p>	<p>Not to defer the decision to</p>	<p>It was agreed in 2011 that the</p>	

<p>Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 23 January 2018</p>	<p>It was agreed:</p> <p>(a) That the outcome of the annual review of parking charges be noted.</p> <p>(b) That parking charges continue to be frozen at their current levels as set out at Appendix 1 to the report.</p> <p>(c) That the extension of Sunday charging, as set out at Appendix 1 to the report, should include the following locations:</p> <ul style="list-style-type: none"> • Dover: Bench Street, Woolcomber Street, Stembrook and Townwall Street, together with the on-street parking bays in Castle Street and Russell Street. • Deal: Middle Street, South Street, Stanhope Road, Town Hall, Sainsbury's, St. Ethelburga's and Park Street, together with the on-street parking bays in Beach Street, Prince of Wales Terrace, King Street and Victoria Road. • Sandwich: Guildhall car park, together with the on-street parking bays in New Street and Market Street. <p>(d) That the period of operation of resident parking zones be extended to include Sundays in all areas.</p> <p>(e) That the introduction of parking charges at car parks within Reach Road, St. Margaret's at Cliffe; High Street, Eastry; High Street, Ash and High Street, Wingham, be deferred pending further work and consultation with the parish councils, etc, and a further report be brought back to Cabinet in due course.</p> <p>(f) That the changes proposed to the conditions of issue for resident and business permits, namely removing the option to share permits between two vehicles, allowing up to a maximum of two</p>	<p>introduce charging at car parks in St Margaret's-at-Cliffe, Eastry, Ash and Wingham.</p>	<p>Council's off-street and on-street parking charges should be reviewed annually. Cabinet is asked to note the outcome of this year's review, and agree changes to car parking charges and conditions for 2018/19.</p>	
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	<p>permits per household and introducing restrictions on the size of vehicle entitled to a resident permit, be approved.</p> <p>(g) That the Director of Environment and Corporate Assets be authorised 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.</p>			
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<p>CAB 128 15.1.18 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 23 January 2018</p>	<p><u>DOVER TOWN CENTRE</u></p> <p>It was agreed:</p> <p>(a) That, in the event of a consensus approach between relevant partners, the rebranding of the existing town centre beyond St James's to be known as the 'Old Town' and the necessary signing or mapping thereto, be approved.</p> <p>(b) That the Council should liaise with the Dover and Thanet Chamber of Commerce in respect of holding a business rate forum and receiving a future paper which examines the case for a business rate relief scheme.</p> <p>(c) That the Council should work with the Dover Town Team to enable a resubmission of an improvement scheme for Bench Street/King Street/Market Square/part Cannon Street through any relevant future funding programmes.</p> <p>(d) That a Partnership Charter and/or the entering of any necessary legal agreements with relevant authorities, bodies and interested parties as and when appropriate, to take forward improvements</p>	<p>None.</p>	<p>With its opening imminent, it is recognised that the new St James's retail development has had an impact on the existing town centre. Measures are proposed to support the regeneration of the wider town centre and capitalise on the benefits and opportunities that the new development will bring.</p>	<p>Councillor T J Bartlett withdrew from the Chamber during consideration of this item.</p>

	<p>and funding bids for projects in the town centre, be approved.</p> <p>(e) That the Council should work with relevant partners to improve public realm/street furniture on the immediate connections to St James, with a ceiling of £30,000 contribution.</p> <p>(f) That the Council should work with Kent County Council as the Highway and Transport Authority to develop a wider scheme of improvement using the work stream undertaken as part of Dover Waterfront as a foundation for scheme development and future bidding.</p> <p>(g) That a post (within Dover District Council) be jointly funded and dedicated to undertaking Section 215 enforcement matters in Dover Town Centre in partnership with Dover Town Council at a combined cost of £20,000 per annum.</p>			
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<p>CAB 129 15.1.18 Open</p> <p>Key Decisions No</p> <p>Call-in to apply No</p> <p>Implementation Date 23 January 2018</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 items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972.</p>	<p>None.</p>		

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<p>CAB 130 15.1.18 Exempt</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 23 January 2018</p>	<p><u>DOVER LEISURE CENTRE: SURRENDER OF LEASE</u></p> <p>It was agreed:</p> <p>(a) That the terms and payments proposed within the Deed of Surrender, as negotiated with Your Leisure, to terminate the current lease at Dover Leisure Centre be approved.</p> <p>(b) That the Director of Environment and Corporate Assets, in consultation with the Portfolio Holder for Property Management and Environmental Health, be authorised to continue to negotiate with Your Leisure and make any amendments required to complete the agreement.</p> <p>(c) That the payment to Your Leisure be included within the capital budget for the Dover District Leisure Centre project and additional monies be ring-fenced from the District Regeneration and Economic Development reserve to cover these costs, if required, once the project is completed and the project completion costs finalised.</p>	<p>None.</p>	<p>With the development of a new leisure centre for the District at Whitfield, and plans for the new operator to assume the running of the existing leisure centre from 1 April 2018, Cabinet is requested to approve arrangements for the surrendering of the lease on the Townwall Street site.</p>	

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<p>CAB 131 15.1.18 Exempt</p> <p>Key Decisions Yes</p>	<p><u>BUILDING FOUNDATIONS FOR GROWTH GRANT - DISCOVERY PARK ENTERPRISE ZONE, SANDWICH</u></p> <p>It was agreed:</p> <p>(a) That, acting pursuant to Section 1 of the Localism Act 2011, the expenditure by the Council of the grant provided by the</p>	<p>None.</p>	<p>Dover District Council is the accountable body for the administration of a grant from the Department for</p>	

<p>Call-in to apply Yes</p> <p>Implementation Date 23 January 2018</p>	<p>Department for Communities and Local Government, so as to provide State Aid-compliant financial assistance to Discovery Park Limited in the form of grant (£2,721,781), be approved.</p> <p>(b) That a Legal Agreement be entered into with Discovery Park Limited in respect of this further grant.</p> <p>(c) That the Director of Finance, Housing and Community be authorised to agree the terms and conditions subject to which the financial assistance is granted and to take all necessary steps in relation to its administration.</p>		<p>Communities and Local Government under the Building foundations for Growth Capital Grant Programme.</p> <p>The grant will allow Discovery Park Limited to make further significant investment in the site and strengthen its science and pharmaceutical base.</p>	
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The meeting ended at 12.19 pm.