

Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 16 April 2018 at 11.00 am

Present:

Chairman: Councillor K E Morris

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

Also Present: Councillor P M Beresford  
Councillor P M Brivio  
Councillor S S Chandler  
Councillor M R Eddy  
Councillor B Gardner  
Councillor S J Jones  
Councillor A M Napier  
Councillor P M Wallace

Officers: Chief Executive  
Director of Environment and Corporate Assets  
Director of Finance, Housing and Community  
Director of Governance  
Head of Community Services  
Community Development 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 157 16.4.18 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 24 April 2018	<u>APOLOGIES</u>  It was noted that an apology for absence had been received from Councillor M J Holloway.	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 158 16.4.18 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation</b>	<u>DECLARATIONS OF INTEREST</u>  It was noted that there were no declarations of interest.	None.	To note any declarations of interest.	

<b>Date</b> 24 April 2018				
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CAB 159 16.4.18 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 24 April 2018	<u>RECORD OF DECISIONS</u>  It was agreed that the decisions of the meeting of the Cabinet held on 5 March 2018, as detailed in decision numbers CAB 142 to CAB 156, 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 5 March 2018.	

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CAB 160 16.4.18 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation</b>	<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	

<b>Date</b> 24 April 2018			formal consideration.	
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CAB 161 16.4.18 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 24 April 2018	<u>ENVIRONMENTAL ENFORCEMENT SERVICE DELIVERY</u>  It was agreed that the Scrutiny (Policy and Performance) Committee's recommendation, made at its meeting held on 13 March 2018 (Minute No 149), be acknowledged, noting that the Committee's recommendation was simply an endorsement of CAB 149 rather than an amendment.	None.	At its meeting held on 13 March 2018, the Scrutiny (Policy and Performance) Committee endorsed Cabinet decision CAB 149 of 5 March 2018.	

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CAB 162 16.4.18 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes	<u>HEALTH AND SAFETY</u>  It was agreed that the Joint Health, Safety and Welfare Consultative Forum's recommendation, made at its meeting held on 21 March 2018 (Minute No 23), be accepted, as follows:  That Deal Pier attendants be issued with body cameras due to the Forum's concerns for officer safety whilst working alone on the pier.	None.	At its meeting held on 21 March 2018, the Joint Health, Safety and Welfare Consultative Forum received a report on health and safety issues and made a recommendation to	

<b>Implementation Date</b> 24 April 2018			Corporate Management Team and Cabinet.	
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<p>CAB 163 16.4.18 Open</p> <p><b>Key Decisions</b> Yes</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 24 April 2018</p>	<p><u>REVIEW OF ON AND OFF-STREET PARKING CHARGES</u></p> <p>It was agreed:</p> <p>(a) That the following action with regards to the proposed amendments to the Council's On-Street and Off-Street Parking Orders be taken:</p> <p>(i) To agree that the evidence contained within this report supports the introduction of Sunday charging in selected car parks in Dover and Deal but not in Sandwich.</p> <p>(ii) To defer the plans to extend Sunday charging within Dover whilst continuing to monitor usage levels but, in the event that Sunday charging is subsequently introduced within the St. James site, to proceed with the proposals within Dover as advertised.</p> <p>(iii) To extend the validity of the Business Permit for Dover to include Maison Dieu Car Park.</p> <p>(iv) To consult on increasing the permitted length of stay at Stembrook car park to 4 hours on Sunday only.</p> <p>(v) To limit the proposal to extend Sunday charging within Deal, to include the off-street car park at Middle Street only at this stage.</p> <p>(vi) To not extend Sunday charging in Sandwich at this time in the</p>	None.	<p>At its meeting held on 15 January 2018, Cabinet agreed changes to the Council's On and Off-Street Parking Order 2017, subject to public consultation (CAB 127).</p> <p>Following a Council motion made at its meeting held on 7 March 2018, and a recommendation from the Scrutiny (Policy and Performance) Committee, further evidence on car park usage was sought by Officers to enable Cabinet to review the car parking proposals made in January.</p>	

	<p>light of the evidence.</p> <p>(vii) To continue with the proposed changes to resident permits, extending the usage to Sundays in certain areas with no increase in fee.</p> <p>(b) That Cabinet decision CAB 127 of 15 January 2018 be reaffirmed as follows:</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>(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 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 permits per household and introducing restrictions on the size of vehicle entitled to a resident permit, be approved.’</p> <p>(c) 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 164 16.4.18 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 24 April 2018</p>	<p><u>APPOINTMENT OF DEPUTY SENIOR INFORMATION AND RISK OWNER</u></p> <p>It was agreed that the appointment of the Head of Legal Services as the Deputy Senior Information and Risk Owner (SIRO) for the Council be approved with effect from 1 May 2018, and that she be authorised to discharge the functions and responsibilities of that role.</p>	<p>None.</p>	<p>At its meeting held on 9 January 2017, Cabinet appointed the Head of Corporate Services as the deputy Senior Information and Risk Owner (SIRO). It is necessary to appoint a replacement for the deputy SIRO who is due to retire on 30 April 2018.</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 165 16.4.18 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation</b></p>	<p><u>PERFORMANCE TARGETS 2018/19</u></p> <p>It was agreed:</p> <p>(a) That the key performance targets for 2018/19, as shown at Appendix 1 to the report, be approved, subject to the Director of Governance agreeing any minor changes in consultation with the Portfolio Holder for Corporate Resources and Performance. In relation to PLA007, it was noted that the outturn to Q3 for the number of new houses completed should be 346.</p>	<p>None.</p>	<p>Cabinet is required to approve the Council's key performance targets for 2018/19, against which service delivery performance is measured and resources directed.</p>	

<p><b>Date</b> 24 April 2018</p>	<p>(b) That, where some targets are not available, final agreement of these targets be delegated to the Director of Governance, in consultation with the relevant Portfolio Holder and the Portfolio Holder for Corporate Resources and Performance. The following targets are affected:</p> <ul style="list-style-type: none"> <li>• KS02d1 (Percentage of ICT incidents resolved within target) – 60% target proposed but more work needed</li> <li>• OU010a (Number of households in temporary accommodation including B&amp;B) – Proposed target subject to Homelessness Project Advisory Group consideration</li> <li>• OU010b (Number of households in B&amp;B accommodation) – As per HOU010a above</li> <li>• LA001 to PLA004 (Planning applications) – These targets will be considered as part of a separate review of the Planning Department.</li> </ul>			
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<p>CAB 166 16.4.18 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p>	<p><u>DOVER DISTRICT COUNCIL COMMUNITY GRANTS SCHEME AND NEIGHBOURHOOD FORUMS</u></p> <p>It was agreed:</p> <p>(a) That Dover District Council representatives be appointed to the Neighbourhood Forums for 2018/19 as per the proposals set out in Table 1 at paragraph 3.3 of the report.</p> <p>(b) That there should be flexibility in 2018/19 to permit the use of</p>	<p>None.</p>	<p>The Dover District Council Community Grants Scheme is a fund administered by the Council which allocates small grants to local community organisations.</p>	

<p><b>Implementation Date</b> 24 April 2018</p>	<p>underspent grant from one forum area to fund projects in oversubscribed forum areas in the District within the same grant year.</p> <p>(c) That the Head of Community Services be authorised, acting in consultation with the Portfolio Holder for Community Services, to formally approve recommendations made by the community grants appraisal panel in relation to the award of individual grants. Such authorisation will enable grants to be distributed at the end of June, thus extending the time available to organisations to deliver their projects.</p>		<p>Cabinet is requested to agree the composition of the neighbourhood forums and grant arrangements for 2018/19.</p>	
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The meeting ended at 11.36 am.