

Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 10 September 2018 at 11.00 am

Present:

Chairman: Councillor K E Morris

Councillors: J S Back  
T J Bartlett  
P M Beresford  
N J Collor  
M J Holloway  
N S Kenton

Also Present: Councillor S S Chandler  
Councillor M I Cosin  
Councillor M R Eddy  
Councillor B Gardner  
Councillor A M Napier  
Councillor P Walker

Officers: Chief Executive  
Director of Environment and Corporate Assets  
Director of Finance, Housing and Community  
Solicitor to the Council  
Head of Leadership Support  
Head of Regulatory Services  
Kearsney Parks Project Manager  
Natural Environment Manager  
Planning Enforcement Manager  
Senior Planner (Planning Policy)  
PR and Marketing 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)
<p>CAB 23 10.9.18 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 18 September 2018</p>	<p><u>APOLOGIES</u></p> <p>It was noted that an apology for absence had been received from Councillor M D Conolly.</p>	<p>None.</p>	<p>To note any apologies for absence.</p>	

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<p>CAB 24 10.9.18 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p>	<p><u>DECLARATIONS OF INTEREST</u></p> <p>It was noted that there were no declarations of interest.</p>	<p>None.</p>	<p>To note any declarations of interest.</p>	

<b>Implementation Date</b> 18 September 2018				
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CAB 25 10.9.18 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 18 September 2018	<u>RECORD OF DECISIONS</u>  It was agreed that the decisions of the meeting of the Cabinet held on 2 July 2018, as detailed in decision numbers CAB 11 to CAB 22, 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 2 July 2018.	

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CAB 26 10.9.18 Open  <b>Key Decisions</b> No  <b>Call-in to apply</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	

Yes			Committees before the matter comes before Cabinet for formal decision.	
<b>Implementation Date</b> 18 September 2018				

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CAB 27 10.9.18 Open <b>Key Decisions</b> No <b>Call-in to apply</b> Yes <b>Implementation Date</b> 18 September 2018	<u>EAST KENT HOUSING</u>  It was agreed that the Scrutiny (Community and Regeneration) Committee's recommendation, made at its meeting held on 4 July 2018 (Minute No 22), be approved as follows:  That Cabinet requests East Kent Housing to introduce 5-year fixed terms of office for engaged tenants, with the engaged tenant given the opportunity to re-apply at the end of the fixed term in order to reduce the risk of institutionalisation and provide opportunities for new tenants to become involved.	None.	The Scrutiny (Community and Regeneration) Committee, at its meeting held on 4 July 2018, received a briefing on tenant representation arrangements, and made a recommendation to Cabinet.	

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CAB 28 10.9.18 Open <b>Key Decisions</b> No	<u>TREASURY MANAGEMENT YEAR-END REPORT 2017/18</u>  It was agreed that the Treasury Management Year-End Report 2017/18 be received.	None.	In order to comply with CIPFA's (Chartered Institute of Public Finance and Accountancy) Code of Practice	

<p><b>Call-in to apply</b> No</p> <p><b>Implementation Date</b> 1 November 2018</p>			<p>for Treasury Management, Cabinet is updated on the Council's treasury management (i.e. investment) activities at least twice a year.</p>	
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<p>CAB 29 10.9.18 Open</p> <p><b>Key Decisions</b> Yes</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 18 September 2018</p>	<p><u>STATEMENT OF COMMUNITY INVOLVEMENT</u></p> <p>It was agreed:</p> <p>(a) That the proposed responses to the representations received, as shown at Appendix 1 to the report, be approved.</p> <p>(b) That the Statement of Community Involvement, as set out at Appendix 2 to the report, be approved and adopted.</p>	<p>None.</p>	<p>At its meeting held on 14 May 2018, Cabinet approved a draft Statement of Community Involvement (SCI) for public consultation (CAB 175). Consultation ended on 5 July, and Cabinet is requested to approve the SCI which has been amended to reflect some of the representations received.</p> <p>The Council is</p>	

			required to produce a SCI under Section 18 of the Planning and Compulsory Purchase Act 2004, setting out how it will consult with stakeholders during the production of development plan documents.	
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<p>CAB 30 10.9.18 Open</p> <p><b>Key Decisions</b> Yes</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 18 September 2018</p>	<p><u>PLANNING ENFORCEMENT PLAN</u></p> <p>It was agreed:</p> <p>(a) That the amendments to the existing Planning Enforcement Plan policy (known as the Planning Enforcement Plan) be approved.</p> <p>(b) That the Planning Enforcement Manager be authorised to amend or edit the Planning Enforcement Plan as necessary, in line with any decision made by Cabinet and/or in accordance with any subsequent changes to legislation or other Council procedures.</p>	<p>None.</p>	<p>The Council's Planning Enforcement Plan is one of a number of policies that comprise the Corporate Enforcement Strategy, the overarching document for all types of enforcement action undertaken by the Council, which was adopted in 2013. It is proposed to update the Plan</p>	

			and to bring clarity to the approaches and processes outlined in the document.	
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<p>CAB 31 10.9.18 Open</p> <p><b>Key Decisions</b> Key</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 18 September 2018</p>	<p><u>RESTORATION OF MAISON DIEU (DOVER TOWN HALL)</u></p> <p>It was agreed:</p> <p>(a) That the acceptance of the development grant award from the Heritage Lottery Fund be approved.</p> <p>(b) That the Council's match-funding contribution to the development phase be approved.</p>	<p>None.</p>	<p>The Council applied in March 2018 for a grant from the Heritage Lottery Fund towards the development phase of a project to restore and redevelop the Maison Dieu, a Grade I-listed building which is owned by the Council.</p> <p>The Council has been awarded a first-round pass which means that it will now be in a position to prepare a second-round application for a grant of £4.272</p>	

			million towards the delivery phase of the project.	
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<p>CAB 32 10.9.18 Open</p> <p><b>Key Decisions</b> Yes</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 18 September 2018</p>	<p><u>GRANT SCHEME FOR PROPERTY RENOVATIONS</u></p> <p>It was agreed:</p> <p>(a) That the outline grant scheme for property renovations, as set out in the report, be approved.</p> <p>(b) That the Directors of Finance, Housing &amp; Community and Environment &amp; Corporate Assets, acting in consultation with the Leader of the Council, be authorised to establish the detailed operation and terms and conditions of the scheme, and to make amendments to the scheme as required in the light of experience. In respect of the latter, it was agreed that there should be flexibility to include properties that are outside the town centre areas identified in the annexes to the report.</p> <p>(c) That the Director of Finance, Housing and Community be authorised to administer and operate the scheme.</p>	<p>Not to amend the report recommendations.</p>	<p>At its meeting held on 31 January 2018, full Council resolved that possibilities should be explored to assist small businesses in Dover on the back of the St James's development (Minute No 69).</p> <p>The proposed grant scheme has been developed in order to improve the offer on Dover, Deal and Sandwich high streets by renovating commercial properties in poor condition.</p>	



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<p>CAB 33 10.9.18 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 18 September 2018</p>	<p><u>'STEPPING STONES' - APPLICATION TO THE INTERREG CHANNEL PROGRAMME</u></p> <p>It was agreed:</p> <p>(a) That Dover District Council will be the applicant and lead partner for the 'Stepping Stones' project.</p> <p>(b) That, if the application is successful, the acceptance of grant funding be approved.</p>	<p>None.</p>	<p>In order to increase the skills of local people in the countryside, parks and open spaces sector, it is proposed to submit a bid to the EU's Interreg Channel Programme. The project will provide training and personal development for disadvantaged people in the Dover district.</p>	

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<p>CAB 34 10.9.18 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p>	<p><u>PERFORMANCE REPORT - FIRST QUARTER 2018/19</u></p> <p>It was agreed that the Council's Performance Report and Actions for the First Quarter 2018/19 be noted.</p>	<p>None.</p>	<p>Monitoring the Council's performance against key objectives is essential to the achievement of those aims and objectives. The</p>	

<b>Implementation Date</b> 18 September 2018			Performance Report provides a summary of the Council's performance for the three months to 30 June 2018.	
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CAB 35 10.9.18 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 18 September 2018	<u>NOMINATION OF TRUSTEE TO MUNICIPAL CHARITIES OF DOVER</u>  It was agreed that the nomination of Mrs Ann Jenner as a Council trustee to the Municipal Charities of Dover, in replacement of Mr Alan Shirley, be approved.	None.	Cabinet is requested to nominate a trustee to serve on the Municipal Charities of Dover in replacement of Mr Alan Shirley who resigned in June.	

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CAB 36 10.9.18 Open	<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	None.		

<p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> Immediate</p>	<p>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 1, 2 and 3 of Schedule 12A of the Local Government Act 1972.</p>			
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<p>CAB 37 10.9.18 Exempt</p> <p><b>Key Decisions</b> Yes</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 18 September 2018</p>	<p><u>KEARSNEY ABBEY - DISABLED CHANGING FACILITY AND CONTINGENCY FUND</u></p> <p>It was agreed:</p> <p>(a) That the incorporation of a disabled changing facility within the build programme at Kearsney Abbey be approved.</p> <p>(b) That the use of the £200,000 contingency funding to ensure the completion of the building and landscape works be approved.</p>	<p>None.</p>	<p>The café at Kearsney Abbey will be enlarged and improved as part of the Heritage Lottery-funded Kearsney Parks project to restore and improve Kearsney Abbey and Russell Gardens.</p> <p>Cabinet is requested to agree that a disabled changing facility is incorporated into the new café, and that contingency funds of £200,000 are used to ensure</p>	

			the completion of various building and landscape works which have been delayed as a result of ecological issues.	
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<p>CAB 38 10.9.18 Exempt</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 18 September 2018</p>	<p><u>DISPOSAL OF LAND ADJACENT TO 75 TRINITY PLACE, DEAL</u></p> <p>It was agreed:</p> <p>(a) That the 2-metre x 20-metre of Council-owned land adjacent to 75 Trinity Place, Deal be sold to the intended purchaser for the consideration set out in the report.</p> <p>(b) That the restrictive covenant on the existing garden land be removed.</p>	<p>None.</p>	<p>Cabinet is requested to approve the sale of a strip of land adjacent to 75 Trinity Place which the owner intends to build on.</p>	

The meeting ended at 11.29 am