



Notice of Forthcoming Key Decisions

[This updated version of the Notice supersedes all other versions issued in previous months]

Publication Date: Friday, 2 November 2018

NOTICE OF FORTHCOMING KEY DECISIONS

The Notice of Forthcoming Key Decisions contains information about all the Key Decisions which the Leader of the Council believes will be taken by the Cabinet* within the next four months, as far as they are known. The notice is reviewed monthly and rolled forward for each subsequent four-month period. Each notice supersedes the previous one and will be published at least 28 clear days before Key Decisions are due to be made. Some Key Decisions taken by the Cabinet require referral to the full Council.

The definition of a Key Decision as outlined in the Constitution is any executive (i.e. Cabinet) decision that:

- Results in the Council incurring expenditure which is, or savings which are, significant (£200,000 or more) having regard to the Council's budget for the service or function to which the budget relates;
- Is significant in terms of its effects on communities living or working in an area comprising two or more wards in the District; or
- Has a particularly significant impact on any community as experiencing social exclusion or discrimination, whether geography or interest defines that community and even if that community is only located in one ward in the area of the local authority.

The Notice of Forthcoming Decisions has been prepared by the Leader in consultation with the Chief Executive and the Directors and also includes:

- Any executive decisions made in the course of developing or formulating proposals to the full Council to approve or adopt the Policy Framework or Budget. This includes decisions made to propose draft policies for the purpose of consultation; or
- Any executive decision relating to a significant amendment of the Council's Policy Framework or Budget (which is reserved in the Council's Constitution for determination by full Council on a recommendation from the Cabinet).

The Notice of Forthcoming Key Decisions is available for inspection by the public at the Council's offices and at all area offices and libraries in the District, and on the Council's website at www.dover.gov.uk. Subject to any prohibition or restriction on their disclosure, copies of, or extracts from, documents submitted to the decision-maker in relation to the decision may be requested from the address given below. In addition, the public may submit other documents relevant to the decision to the same address.

Democratic Services
Council Offices
White Cliffs Business Park
Whitfield
Dover
Kent CT16 3PJ
Telephone: 01304 872303
E-mail: democraticservices@dover.gov.uk

* This includes the Cabinet, a committee of the Cabinet, individual members of the Cabinet, officers, area committees or under joint arrangements.

The Cabinet comprises the following elected Members:

Councillor K E Morris	Leader of the Council
Councillor M D Conolly	Deputy Leader and Portfolio Holder for Corporate Resources and Performance
Councillor J S Back	Portfolio Holder for Built Environment
Councillor T J Bartlett	Portfolio Holder for Property Management and Environmental Health
Councillor P M Beresford	Portfolio Holder for Housing and Homelessness
Councillor N J Collor	Portfolio Holder for Access and Licensing
Councillor M J Holloway	Portfolio Holder for Community Services
Councillor N S Kenton	Portfolio Holder for Environment, Waste and Health

Notice of Forthcoming Key Decisions which will be made on behalf of the Council

Key Decisions 2018/19	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)
1	Neighbourhood Plans	June 2013 and ongoing (see entry)
2	Review of Tenancy Strategy and Tenancy Policy	To be confirmed
3	Review of Local Plan	(i) 1 March 2017; (ii) 1 October 2018; and (iii) June/July 2019
4	Property Acquisitions	Ongoing (decisions to be taken by Portfolio Holder for Corporate Resources and Performance)
5	To consider an options appraisal and feasibility study for Tides Leisure & Indoor Tennis Centre and seek approval to progress to the detailed design phase	2 July 2018
6	Dover Waterfront Masterplan Area Action Plan	This decision will now be incorporated into the Local Plan Review
7	Planning Enforcement Plan	10 September 2018
8	Representations on the Thanet District Council Local Plan	This decision will be taken by the Leader of the Council.
9	To seek approval for public consultation on the draft Sandwich Walled Town Conservation Area Appraisal	Dates to be confirmed
10	Hackney Carriage and Private Hire vehicles - access for wheelchair users	5 November 2018
11	Development of a social lettings agency	To be confirmed
12	Approval of project to develop housing to be occupied on an interim basis by homeless households	14 May 2018
13	To seek Cabinet approval for public consultation on draft Upper Deal Conservation Area Character Appraisal	Dates to be confirmed
14	Letting of the café/restaurant on Deal Pier	Decision to be taken by the Portfolio Holder for Property Management and Environmental Health
15	Aylesham Village Expansion – Acquisition of third-party land	November 2018 - January 2019

Key Decisions 2018/19	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)
16	Statement of Community Involvement	14 May and 10 September 2018
17	Dover District Council Local Development Scheme	14 May 2018
18	Kent Environment Strategy	14 May 2018
19	Transfer of Freehold of Sandwich Guildhall	2 July 2018
20	Sandwich Historical Boatyard	Decision taken by the Leader of the Council on 15 June 2018
21	To decide on requirements for a new Public Spaces Protection Order following public consultation	2 July 2018
22	To consider the cessation of cash and cheque transactions at Council Offices	This item has been withdrawn
23	Creation of a local property company	This item has been withdrawn
24	Contaminated land strategy	2 July 2018
25	Consideration of pest control provision	Decision to be taken by the Portfolio Holder for Property Management and Environmental Health (September)
26	Award of contract for Kearsney Abbey café building extension	Decision taken by the Portfolio Holder for Property Management and Environmental Health on 1 August 2018
27	Catering provision at Kearsney Abbey and Russell Gardens	14 January 2019
28	Award of contract for landscape and listed structure repairs at Kearsney Abbey	14 January 2019
29	To consider the delimitation of Hackney Carriage vehicles	1 October 2018
30	Award of contract for the refurbishment of Norman Tailyour House	3 December 2018
31	Deed of Variation to the Aylesham Development Agreement	November 2018 - January 2019
32	To approve arrangements for the implementation and delivery of infrastructure for a Bus Rapid Transit System connecting Whitfield to Dover town centre	November – December 2018
33	Redevelopment of William Muge and Snelgrove Houses site, Dover	1 October 2018
34	Grant scheme for commercial property renovations	10 September 2018
35	Approval of Kearsney Abbey café 'Changing Places' facility and contingency fund for café/landscape improvements	10 September 2018
36	Lease of Historic Boatyard, The Quay, Sandwich	Decision taken by the Leader of the Council in June 2018

Key Decisions 2018/19	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)
37	Acceptance of grant and allocation of funding for restoration of Maison Dieu (Dover Town Hall)	10 September 2018
38	Purchase of affordable housing in Aylesham	November 2018 - January 2019
39	Demolition of Dover Leisure Centre	3 December 2018
40	Authority Monitoring Report	3 December 2018
41	East Kent Waste Project 2021	5 November 2018
42	Grant of easement at Matthews Close Deal	3 December 2018
43	Redevelopment and regeneration of the site of the former Co-op store in Stembrook and surrounding area	3 December 2018

Note: (1) Key Decisions which are shaded have already been taken and do not appear in this updated version of the Notice of Forthcoming Key Decisions.

(2) The Council's Corporate Management Team reserves the right to vary the dates set for consultation deadline(s) and for the submission of reports to Cabinet and Council in respect of Key Decisions included within this version of the notice. Members of the public can find out whether any alterations have been made by looking at the Council's website (www.dover.gov.uk).

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<p>KEY 1/18/19</p> <p>(1) Neighbourhood Plans</p> <p>(2) Cabinet</p> <p>(3) June 2013 and ongoing (see below)</p> <p>(4) Mike Ebbs, Head of Regeneration and Development, extension 2472</p>	<p>(5) Statutory organisations, public, private and voluntary sector organisations</p> <p>(6) This will be undertaken in accordance with the requirements of the Statement of Community Involvement</p>	<p>(7) Mike Ebbs, Head of Regeneration and Development, extension 2472</p> <p>(8) To be confirmed</p>	<p>(9) Cabinet reports</p> <p>(10) 29 October 2012</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Localism Act has introduced a new type of Community-Led Plan. Communities now have the right to produce a Neighbourhood Plan, setting out policies on the development and use of land in a parish or neighbourhood area. They may be very simple or go into considerable detail as to where people want development. Once the Plan is agreed, it will become part of the local authority development plan, a statutory plan against which planning applications will be judged. A Plan might also result in a Neighbourhood Development Order which will grant planning permission for specific development proposals. At the moment three Parish Councils in the District (Worth, St Margaret's and Ash) are all in the process of going through the formal stages of preparing a Neighbourhood Plan. This involves:</p> <ul style="list-style-type: none"> ➤ Consultation on the neighbourhood area ➤ Consultation on the draft Neighbourhood Plan ➤ Examination ➤ Referendum ➤ Adoption of the Neighbourhood Plan 			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Cabinet agree draft Neighbourhood Plans for Shepherdswell, Sandwich, St Margaret's-at-Cliffe and Ash – To be confirmed</p>			

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<p>KEY 2/18/19</p> <p>(1) Review of the Tenancy Strategy and Tenancy Policy</p> <p>(2) Cabinet</p> <p>(3) To be confirmed</p> <p>(4) Paul Whitfield, Head of Strategic Housing - 872258</p>	<p>(5) East Kent Housing, Registered Providers of affordable housing, Council tenants and housing applicants.</p> <p>(6) Meetings and on-line surveys</p>	<p>(7) Paul Whitfield (extn 872258; paul.whitfield@dover.gov.uk)</p> <p>(8) 25 November 2016</p>	<p>(9) Cabinet report</p> <p>(10) 8 July 2016</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Council is required to publish a Tenancy Strategy and Tenancy Policy. The Strategy sets out the approach it expects social landlords to take in granting tenancies for social housing, and the Policy sets out the basis on which the Council will grant different types of tenancy in respect of its own housing stock. Both documents are intended to be reviewed periodically.</p> <p>There are legislative changes within the new Housing and Planning Act which will need to be considered as part of the review. It is currently anticipated that the regulations which will give effect to these changes will be issued in the late Autumn. The report will provide the background information which has informed the review and a revised draft Strategy and Policy for consultation.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Although there is no specific deadline, it is important for operational reasons that the Council has a Strategy and Policy which is up to date and reflects any new government regulations as soon as possible following their publication.</p>			

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<p>KEY 3/18/19</p> <p>(1) Local Plan Review</p> <p>(2) Cabinet</p> <p>(3) (i) 1 March 2017; (ii) 1 October 2018; and (iii) June/July 2019</p> <p>(4) Adrian Fox, Policy and Projects Manager, extension 2474</p>	<p>(5) Local residents, town/parish councils, statutory agencies, businesses and other interested groups</p> <p>(6) This will be undertaken in accordance with the Town and Country Planning (Local Planning) Regulations 2012 and the Council's adopted Statement of Community Involvement.</p>	<p>(7) Mike Ebbs, Head of Regeneration and Development - extension 2472</p> <p>(8) To be confirmed.</p>	<p>(9) Reports to Cabinet</p> <p>(10) 6 January 2017</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>On 1 March 2017 Cabinet agreed for work to commence on a Local Plan Review which would cover the period up to 2037. At the same Cabinet meeting an updated Local Development Scheme (which is the timetable for the Local Plan Review) was agreed (https://www.dover.gov.uk/Planning/Planning-Policy-and-Regeneration/PDF/LDS-March-2017.pdf).</p> <p>The preparation of the Local Plan will be overseen by the Project Advisory Group (PAG) which is currently chaired by the Portfolio Holder for Built Environment, Councillor Jim Back, and includes a range of interested groups, along with a representative from the town and parish councils.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Cabinet meeting to agree draft Local Plan (Regulation 18) – June/July 2019. Publication version (Regulation 19) – July 2020</p>			

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<p>KEY 4/18/19</p> <p>(1) Property Acquisitions</p> <p>(2) Councillor Mike Conolly, Portfolio Holder for Corporate Resources and Performance</p> <p>(3) Ongoing</p> <p>(4) Mike Davis, Director of Finance, Housing and Community; Tel: 01304 872107</p>	<p>(5) Residential and Commercial Investment Project Advisory Groups</p> <p>(6) Meetings</p>	<p>(7) Mike Davis, Director of Finance, Housing and Community; Tel: (01304) 872107</p> <p>(8) Ongoing</p>	<p>(9) Reports to Portfolio Holder. The information will be restricted as it relates to the financial or business affairs of any particular person (including the Council)</p> <p>(10) 6 January 2017</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>On 30 November 2016 the Council approved an Investment Property Strategy. This notice relates to decisions to be taken to acquire properties in pursuance of the adopted Strategy.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Ongoing – This relates to an ongoing programme.</p>			

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<p>KEY 9/18/19</p> <p>(1) To seek Cabinet approval for public consultation on the draft Sandwich Walled Town Conservation Area Appraisal</p> <p>(2) Cabinet</p> <p>(3) Dates to be confirmed</p> <p>(4) Alison Cummings, Principal Heritage Officer, ext. 42464</p>	<p>(5) Statutory organisations, public, private and voluntary sector organisations</p> <p>(6) This will be undertaken in accordance with the requirements of the Statement of Community Involvement</p>	<p>(7) Mike Ebbs, Head of Regeneration and Development, extension 42472</p> <p>(8) To be confirmed</p>	<p>(9) Reports to Cabinet.</p> <p>(10) 4 August 2017</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Council has a duty under the Planning (Listed Buildings and Conservation Areas) Act 1990 to review its conservation areas ‘from time to time’. The Dover District Heritage Strategy has recognised that most of the district’s conservation areas do not have an approved character appraisal, and it recommends that the Council should encourage local community groups to carry out such appraisals in conjunction with the Council.</p> <p>A draft conservation area character appraisal has been prepared for the Sandwich Walled Town Conservation Area, and Cabinet’s agreement is now sought to carry out a formal public consultation exercise on the draft document. The results of the consultation exercise will be reported back to Cabinet.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Cabinet agrees that the draft Sandwich Walled Town Conservation Area Appraisal be published for public consultation – To be confirmed Cabinet considers results of public consultation and decides whether to adopt the Appraisal – To be confirmed</p>			

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<p>KEY 10/18/19</p> <p>(1) Access for wheelchair users – Hackney Carriage and Private Hire vehicles</p> <p>(2) Cabinet</p> <p>(3) 5 November 2018</p> <p>(4) David Randall, Director of Governance – david.randall@dover.gov.uk Tel: 8742141</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Rebecca Pordage, Licensing Team Leader – Rebecca.pordage@dover.gov.uk; Tel: 872799</p> <p>(8) Not applicable.</p>	<p>(9) Report to Cabinet</p> <p>Access for wheelchair users to taxi and private hire vehicles - Statutory Guidance</p> <p>(10) 3 November 2017</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>Sections 165 and 167 of the Equality Act 2010 are now in effect. This legislation states that local authorities may maintain a list of wheelchair accessible vehicles. A decision is required as to whether this authority should maintain such a list.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>It is a statutory requirement that this authority considers the need to maintain or not maintain a list of wheelchair-accessible vehicles.</p>			

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<p>KEY 11/18/19</p> <p>(1) Development of a Social Lettings Agency</p> <p>(2) Cabinet</p> <p>(3) October-December 2018</p> <p>(4) Paul Whitfield, Head of Strategic Housing - Ext 2258 & Elly Toye, Housing Options Manager - Ext 2259</p>	<p>(5) Homelessness Project Advisory Group</p> <p>(6) Meetings</p>	<p>(7) Paul Whitfield, Head of Strategic Housing - Ext 2258 & Elly Toye, Housing Options Manager - Ext 2259</p> <p>(8) 15 February 2018</p>	<p>(9) Report to Cabinet</p> <p>(10) 11 December 2017</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>It is becoming increasingly difficult for households approaching the Council for housing options advice to access suitable housing in the private rented sector. In response, many other Councils have set up Social Lettings Agencies (SLA) which undertake the leasing of private sector properties so that they can be used to house households referred to them by the Council. Property owners are offered incentives such as guaranteed rent payments to make the scheme an attractive alternative to more traditional lettings services. Ashford Borough Council has been operating a successful SLA for a number of years and a couple of years ago the service was extended to cover Folkestone & Hythe district. As part of a package of measures to try and reduce the use of temporary accommodation for homeless households, it is to be recommended that Dover District Council should consider introducing a similar scheme in the district.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>There is no specific deadline but the number of households being placed in temporary accommodation has increased significantly in recent years. It is therefore important that measures are explored which will help households access more suitable accommodation while also reducing the financial cost for the Council.</p>			

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<p>KEY 13/18/19</p> <p>(1) To seek Cabinet approval for public consultation on the draft Upper Deal Conservation Area Character Appraisal</p> <p>(2) Cabinet</p> <p>(3) Dates to be confirmed</p> <p>(4) Alison Cummings, Principal Heritage Officer, ext. 2464</p>	<p>(5) Statutory organisations, public, private and voluntary sector organisations</p> <p>(6) This will be undertaken in accordance with the requirements of the Statement of Community Involvement</p>	<p>(7) Mike Ebbs, Head of Regeneration and Development - extension 2472</p> <p>(8) To be confirmed</p>	<p>(9) Report to Cabinet</p> <p>(10) 2 February 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Council has a duty under the Planning (Listed Buildings and Conservation Areas) Act 1990 to review their conservation areas 'from time to time'. The Dover District Heritage Strategy has recognised that most of the district's conservation areas do not have an approved character appraisal, and it recommends that the Council should encourage local community groups to carry out such appraisals in conjunction with the Council.</p> <p>The Deal Society has prepared a draft conservation area character appraisal for the Upper Deal Conservation Area, and Cabinet's agreement is now sought to carry out a formal public consultation exercise on the draft document. The results of the consultation exercise will be reported back to Cabinet.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Cabinet agree that the draft Upper Deal Conservation Area Character Appraisal be published for public consultation – To be confirmed</p> <p>Cabinet considers results of public consultation and decides whether to adopt the Appraisal – To be confirmed</p>			

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<p>KEY 14/18/19</p> <p>(1) Letting of the café/restaurant on Deal Pier</p> <p>(2) Portfolio Holder for Property Management and Environmental Health</p> <p>(3) September 2018</p> <p>(4) Martin Leggatt, Head of Assets & Building Control (martin.leggatt@dover.gov.uk; 01304 872455)</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Martin Leggatt, Head of Assets & Building Control (martin.leggatt@dover.gov.uk; 01304 872455)</p> <p>(8) 2 April 2018</p>	<p>(9) Report (which will contain exempt information)</p> <p>(10) 16 March 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>Following the surrender of the Deal pier lease on 31 December 2017 and the expiry of the section 41 notice on 20 February 2018, the restaurant is currently unoccupied. There is considerable pressure within the community for the pier to be re-opened as quickly as possible.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>The project programme is founded on the proposition that the lease will be offered to those who have provided the best offer by the end of March. The Portfolio Holder will therefore have complete information when he makes his decision. For commercial reasons, a decision is required before the next Cabinet meeting on 10 September.</p>			

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<p>KEY 15/18/19</p> <p>(1) Aylesham Village Expansion – Third-Party Land Acquisition</p> <p>(2) Cabinet</p> <p>(3) October-December 2018</p> <p>(4) Dave Robinson, Planning Delivery Manager – dave.robinson@dover.gov.uk; 01304 872121</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Dave Robinson, Planning Delivery Manager (dave.robinson@dover.gov.uk; 01304 872121)</p> <p>(8) 15 April 2018</p>	<p>(9) Cabinet report (Information will be restricted as it relates to the financial or business affairs of any particular person (including the Council))</p> <p>(10) 16 March 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>On 7 November 2016 Cabinet delegated authority to the Planning Delivery Manager, in consultation with the Director of Environment and Corporate Assets and the Portfolio Holder for Corporate Resources and Performance, to negotiate the acquisition of third-party land required for the Aylesham Village Expansion development.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Cabinet meeting to approve acquisition – October-December 2018</p>			

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<p>KEY 25/18/19</p> <p>(1) Pest Control</p> <p>(2) Decision to be taken by Portfolio Holder for Property Management and Environmental Health</p> <p>(3) September 2018</p> <p>(4) Paul Neagle – Environmental Protection Manager (paul.neagle@dover.gov.uk; Ext: 2291)</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Paul Neagle – Environmental Protection Manager (paul.neagle@dover.gov.uk Ext: 2291)</p> <p>(8) 13 August 2018</p>	<p>(9) Cabinet-style report</p> <p>(10) 1 June 2018</p>
<p>Brief Details of Item:</p> <p>The Council currently has an agreement with Cannon Pest Control whereby the company is listed on the Council’s website as a preferred contractor. In return they offer pest control treatment at competitive prices to residents and businesses in Dover, Thanet and Folkestone & Hythe. The agreement was reached through a joint procurement exercise with Thanet District Council and Shepway District Council (as it was then known). In addition, the contractor treated for mosquitoes at Sandwich & Pegwell Bays and Brown-tail moths at Greatstone free of charge.</p> <p>Users of the service are effectively setting up their own agreement with Cannon, and the Council does not pay Cannon any money. There is no statutory requirement for local authorities to provide a pest control service. The Cabinet report seeks a decision from Cabinet on tendering for a new agreement with a pest control company or ceasing to have such a service. The agreement expires on 30 June 2018.</p>			
<p>Deadline for Item:</p> <p>There is no statutory requirement for local authorities to provide a pest control service so there is no set deadline.</p>			

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<p>KEY 27/18/19</p> <p>(1) Catering Provision at Kearsney Abbey and Russell Gardens</p> <p>(2) Cabinet</p> <p>(3) 14 January 2019 (to be confirmed)</p> <p>(4) Jenny Coller, Kearsney Parks Project Manager - 07528 360922</p>	<p>(5) Heritage Lottery Fund</p> <p>(6) Not applicable</p>	<p>(7) Jenny Coller, Kearsney Parks Project Manager - 07528 360922</p> <p>(8) 18 June 2018</p>	<p>(9) Cabinet Report (exempt)</p> <p>(10) 1 June 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The report follows a review by Dover District Council (DDC) of catering provision at Kearsney Abbey and Russell Gardens. DDC needs to decide on the proposed route for catering provision, fit-out and signage in July 2018 to ensure that when building works commence they are of a suitable specification. The three options are: a) Shell fit-out and leased to tenant; b) DDC to fit out and run catering provision at the sites; and c) DDC to fit-out and lease to tenant. If Cabinet decides to lease the premises, the occupant will need to be confirmed via tender and legal contracts which will be agreed prior to the commencement of fit-out works on site.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>14 January 2019 (to be confirmed) - in line with site works, awards and the operational timescale for lease/fit-out.</p>			

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<p>KEY 28/18/19</p> <p>(1) Award of Contract for Landscape and Listed Structure Repairs at Kearsney Abbey</p> <p>(2) Cabinet</p> <p>(3) 14 January 2019 (to be confirmed)</p> <p>(4) Jenny Coller, Kearsney Parks Project Manager - 07528 360922</p>	<p>(5) Heritage Lottery Fund</p> <p>(6) Not applicable</p>	<p>(7) Jenny Coller, Kearsney Parks Project Manager - 07528 360922</p> <p>(8) 18 June 2018</p>	<p>(9) Report to Cabinet (exempt)</p> <p>(10) 1 June 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>To report on the procurement process for appointing a contractor for landscape, waterways and listed structure repairs at Kearsney Abbey, and to formally make the decision to appoint the successful tenderer. A competitive procurement process was undertaken and four tenders were returned. The tenders were then assessed to identify the most economically advantageous tender.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>14 January 2019 – operational.</p>			

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<p>KEY 30/18/19</p> <p>(1) Award of contract for the refurbishment of Norman Tailyour House, Hope Road, Deal</p> <p>(2) Cabinet</p> <p>(3) 1 October 2018 (to be confirmed)</p> <p>(4) Roger Walton – Director of Environment & Corporate Assets, Ext.42420</p>	<p>(5) Portfolio Holders for Housing & Homelessness and Property Management & Environmental Health, East Kent Housing</p> <p>(6) By e-mail</p>	<p>(7) David Parish – Corporate Architectural Project Officer, Ext.42433</p> <p>(8) To be confirmed</p>	<p>(9) Report to Cabinet (exempt)</p> <p>(10) 10 July 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>This decision relates to the refurbishment of Norman Tailyour House which currently consists of 24 units (13 of which do not have a bathroom). This extensive refurbishment will deliver 18 units of fit-for-purpose sheltered housing accommodation close to the town centre of Deal. It is necessary for Cabinet to consider the tenders submitted for the construction phase of the project and award a contract so that work can commence on site.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>It is necessary to award the contract so that construction work can commence as soon as possible. It is anticipated that occupation of the refurbished units will take place by autumn 2019.</p>			

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<p>KEY 31/18/19</p> <p>(1) Deed of Variation to the Aylesham Development Agreement</p> <p>(2) Cabinet</p> <p>(3) October-December 2018</p> <p>(4) dave.robinson@dover.gov.uk, Planning Delivery Manager – Tel: 01304 872121</p>	<p>(5) Aylesham Parish Council, relevant community groups and residents of Aylesham</p> <p>(6) Public exhibition and through the planning process</p>	<p>(7) Dave Robinson, Planning Delivery Manager – 01304 872121</p> <p>(8) 10 August 2018</p>	<p>(9) Report to Cabinet. Some information will be restricted as it relates to the financial or business affairs of any particular person (including the Council)</p> <p>(10) 10 July 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>Phase 1 of the Aylesham development is expected to be completed by 2019. Dover District Council and the developers are now considering the detailed requirements for the remaining phases. It is likely that this will require an amendment to the Development Agreement between the two parties.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Cabinet meeting to approve Deed of Variation – October-December 2018.</p>			

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<p>KEY 32/18/19</p> <p>(1) To approve arrangements for the implementation and delivery of infrastructure for a Bus Rapid Transit System (BRT) connecting development at Whitfield to Dover town centre.</p> <p>(2) Cabinet</p> <p>(3) 1 October/5 November 2018</p> <p>(4) Tim Ingleton, Head of Inward Investment - 01304 872423</p>	<p>(5) Statutory Agencies, Businesses and key stakeholders.</p> <p>(6) Liaison with the Portfolio Holder, key agencies and interested parties</p>	<p>(7) Tim Ingleton, Head of Inward Investment - 01304 872423.</p> <p>(8) To be confirmed.</p>	<p>(9) Report to Cabinet</p> <p>(10) 10 July 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>Following the announcement earlier in the year that funding had been awarded for the Bus Rapid Transit System under the Marginal Viability Fund Programme, detailed assessments have been undertaken around viability, incorporation of land, programme and delivery as a precursor to the release of funding. This, along with confirmation of the detailed terms and conditions, is anticipated to be made prior to the autumn.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>This is to be determined through liaison with the Housing Infrastructure Team at Homes England, Kent County Council as Highway and Transport Authority, and is key infrastructure required to support and enable the development of the Whitfield Urban Expansion scheme, White Cliffs Business Park and Connaught Barracks.</p>			

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<p>KEY 38/18/19</p> <p>(1) The purchase of affordable housing in Aylesham</p> <p>(2) Cabinet</p> <p>(3) October-December 2018</p> <p>(4) Helen Lamb, Head of Finance - helen.lamb@dover.gov.uk; 01304 872063</p>	<p>(5) Aylesham Parish Council and local community</p> <p>(6) Through the planning process, linked to the Aylesham Village Expansion</p>	<p>(7) Jayne Miles, Corporate Projects Manager - jayne.miles@dover.gov.uk</p> <p>(8) To be confirmed</p>	<p>(9) Report to Cabinet, specification and cost plan. Some of the information may be exempt as it will contain commercially confidential information.</p> <p>(10) 3 August 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Deed of Variation to the Development Agreement for Aylesham will propose the option of allocating part of the existing scheme as land for additional affordable housing, to be purchased using Housing Revenue Account (HRA) funds.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>This decision will need to coincide with the report to Cabinet on the Deed of Variation to the Development Agreement.</p>			

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<p>KEY 39/18/19</p> <p>(1) Demolition of Dover Leisure Centre</p> <p>(2) Cabinet</p> <p>(3) 5 November 2018</p> <p>(4) Emma-Jane Allen, Principal Infrastructure and Delivery Officer – 01304 872120 and Laura Corby, Principal Leisure Officer – 01304 872488</p>	<p>(5) Statutory Consultees</p> <p>(6) Initially through meetings and e-mail contact; later through the planning process</p>	<p>(7) Emma-Jane Allen (01304 872120; emma.allen@dover.gov.uk)</p> <p>(8) 2 November 2018</p>	<p>(9) Cabinet reports of 25 July 2016, 11 September 2017 and 5 November 2018. The information will be restricted as it relates to the financial or business affairs of any particular person (including the Council).</p> <p>(10) 31 August 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>On 25 July 2016, Cabinet approved Heads of Terms for an option agreement on the sale of the existing leisure centre site. On 11 September 2017 Cabinet agreed a projected budget of £400,000 for demolition of the centre. Negotiation with the purchasers and detailed investigation into the actions required to secure consent for demolition have revealed that both the terms of the agreement and budget should be varied.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>The new Dover District Leisure Centre is scheduled to open in early 2019 and at that time the existing leisure centre will become vacant. Demolition should take place as soon as possible after the existing centre closes, to facilitate redevelopment of the site.</p>			

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<p>KEY 40/18/19</p> <p>(1) Authority Monitoring Report</p> <p>(2) Cabinet</p> <p>(3) 3 December 2018</p> <p>(4) Mike Ebbs, Head of Regeneration and Development, extension 2472</p>	<p>(5) N/A</p> <p>(6) N/A</p>	<p>(7) Katherine Messenger, Planning Monitoring Officer, 2480</p> <p>(8) December 2018</p>	<p>(9) None</p> <p>(10) October 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) In order to establish what is happening now in the District and what may happen in the future, monitoring is an essential component of the work of the Regeneration Delivery Section. The Planning and Compulsory Purchase Act 2004 (as amended) requires the District Council to prepare an Authority Monitoring Report containing information on the implementation of the Local Development Scheme and the extent to which the policies set out in the Council's Adopted Core Strategy and Land Allocations Local Plan have been achieved. The AMR can also be used to propose changes to the Local Development Scheme.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Cabinet agrees AMR – 3 December 2018</p>			

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<p>KEY 41/18/19</p> <p>(1) East Kent Waste Project 2021</p> <p>(2) Cabinet</p> <p>(3) 5 November 2018</p> <p>(4) Roger Walton, Director of Environment & Corporate Assets</p>	<p>(5) None</p> <p>(6) N/A</p>	<p>(7) Roger Walton, Director of Environment & Corporate Assets Ext 42420</p> <p>(8) 26 October 2018</p>	<p>(9) Report to Cabinet (Unrestricted)</p> <p>(10) October 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>To receive a report on the outcome of the review of future options for the provision of recycling and waste collections and agree next steps.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>A decision is required for operational reasons to ensure continuity of service provision following the end of the current contract with Veolia in January 2021.</p>			

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<p>(1) Grant of easement at Matthews Close Deal</p> <p>(2) Cabinet</p> <p>(3) 3 December 2018</p> <p>(4) Rob Reid-Easton 42257</p>	<p>(5) Ward members</p> <p>(6) e-mail copy of Cabinet Report</p>	<p>(7) Rob Reid-Easton 42257</p> <p>(8) 8 November 2018</p>	<p>(9) Cabinet Report (exempt)</p> <p>(10) (Today)</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) Dover District Council has been approached by Quinn Estates for an easement to cross a ditch to enable them to develop a further field with residential housing. Consideration has been negotiated, subject to Cabinet ratification.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) Monday 3 December Cabinet Meeting</p>			

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<p>(1) To seek Cabinet approval for the development of options for the redevelopment and regeneration of the site of the former Co-op store in Stembrook and surrounding area.</p> <p>(2) Cabinet</p> <p>(3) 3 December 2018</p> <p>(4) Tim Ingleton, Head of Inward Investment – Ext 2423 and Jayne Miles, Corporate Projects Manager, Ext 2013</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Tim Ingleton, Head of Inward Investment at: tim.ingleton@dover.gov.uk – 01304 872423 or Jayne Miles at: Jayne.miles@dover.gov.uk – 01304 872423</p> <p>(8) End of November 2018.</p>	<p>(9) Report to Cabinet</p> <p>(10) November 2018</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) The Council acquired the site of the former Co-op store in Stembrook, Dover earlier in 2018. This has allowed the Council to consolidate landholdings in a strategic town centre location and for the building to be used in a positive manner (planning consent having been recently granted for a temporary use as a business incubator centre) pending consideration of permanent uses. The report to Cabinet outlines how development of options for the site and surrounding area need to be progressed.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) There is deadline to report on this matter. However, emerging operational opportunities from another body require that the process is commenced at this time.</p>			