

Public Document Pack



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21 June 2019

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **CABINET** will be held at these offices (Council Chamber) on Monday 1 July 2019 at 11.00 am when the following business will be transacted.

Members of the public who require further information are asked to contact Kate Batty-Smith on (01304) 872303 or by e-mail at democraticservices@dover.gov.uk.

Yours sincerely

A handwritten signature in black ink, appearing to read "Kate Batty-Smith", written over a white background.

Chief Executive

Cabinet Membership:

K E Morris	Leader of the Council
T J Bartlett	Portfolio Holder for Environment and Commercial Services
S S Chandler	Deputy Leader of the Council
N J Collor	Portfolio Holder for Transport and Licensing
M J Holloway	Portfolio Holder for Community and Tourism
N S Kenton	Portfolio Holder for Planning and Regulatory Services
S C Manion	Portfolio Holder for Finance and Governance

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **DECLARATIONS OF INTEREST** (Page 5)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

3 **RECORD OF DECISIONS** (Pages 6-21)

The Decisions of the meeting of the Cabinet held on 3 June 2019 numbered CAB 1 to CAB 17 (inclusive) are attached.

4 **ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES**

To consider any issues arising from Overview and Scrutiny or other Committees not specifically detailed elsewhere on the agenda.

a Public Spaces Protection Order (Page 22)

To consider the recommendations of the Scrutiny (Policy and Performance) Committee.

b Revised Statement of Policy and Principles 2019-22 Issued Under the Gambling Act 2005 (Page 23)

To consider the recommendations of the Scrutiny (Policy and Performance) Committee.

c Performance Report - Fourth Quarter (Page 24)

To consider the recommendations of the Scrutiny (Policy and Performance) Committee.

d Draft Deal - Victoria Road and Wellington Road Conservation Area Character Appraisal (Page 25)

To consider the recommendations of the Scrutiny (Community and Regeneration) Committee.

EXECUTIVE - NON-KEY DECISIONS

5 **FAILURE TO HAVE IN PLACE VALID GAS SAFETY CERTIFICATES IN RESPECT OF COUNCIL DWELLINGS AS REQUIRED BY REGULATION 36 OF THE GAS SAFETY (INSTALLATION AND USE) REGULATIONS 1998** (Pages 26-28)

To consider the attached report of the Monitoring Officer

Responsibility: Leader of the Council and all Portfolio Holders

6 **GAS SAFETY RECORDS** (Pages 29-32)

To consider the attached report of the Strategic Housing Manager.

Responsibility: Portfolio Holder for Housing and Health

7 **ARRANGEMENTS FOR DOVER DISTRICT COUNCIL'S COMMUNITY GRANTS SCHEME FOR 2019/20** (Pages 33-37)

To consider the attached report of the Strategic Director (Corporate Resources)

Responsibility: Portfolio Holder for Community and Tourism

8 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 38)

The recommendation is attached.

MATTERS WHICH THE MANAGEMENT TEAM SUGGESTS SHOULD BE CONSIDERED IN PRIVATE AS THE REPORT CONTAINS EXEMPT INFORMATION AS DEFINED WITHIN PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AS INDICATED AND IN RESPECT OF WHICH THE PROPER OFFICER CONSIDERS THAT THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION

EXECUTIVE - KEY DECISIONS

9 **AYLESHAM VILLAGE EXPANSION - PHASE 2** (Pages 39-60)

To consider the report of the Planning Delivery Manager.

Responsibility: Leader of the Council

10 **STREET CLEANSING POST-2021** (Pages 61-78)

To consider the attached report of the Strategic Director (Operations and Commercial)

Responsibility: Portfolio Holder for Planning and Regulatory Services

11 **BUS RAPID TRANSIT PROJECT** (Pages 79-87)

To consider the attached report of the Strategic Director (Operations and Commercial)

Responsibility: Portfolio Holder for Transport and Licensing

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
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Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 3 June 2019 at 11.00 am.

Present:

Chairman: Councillor K E Morris

Councillors: T J Bartlett
S S Chandler
N J Collor
M J Holloway
N S Kenton
S C Manion

Also Present: Councillor S H Beer
Councillor E A Biggs
Councillor P M Brivio
Councillor J P J Burman
Councillor M D Conolly
Councillor D G Cronk
Councillor S J Jones
Councillor P D Jull
Councillor K Mills

Officers: Chief Executive
Strategic Director (Corporate Resources)
Head of Commercial Services
Head of Governance
Head of Leadership Support
Head of Planning, Regeneration and Development
Head of Regulatory Services
Housing Development Manager
Licensing Team Leader
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 1 3.6.19 Open Key Decisions No Call-in to apply Yes Implementation Date 11 June 2019	<u>APOLOGIES</u> 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 2 3.6.19 Open Key Decisions No Call-in to apply Yes Implementation Date 11 June 2019	<u>DECLARATIONS OF INTEREST</u> Councillor S C Manion declared an Other Significant Interest in Agenda Item 8 (Draft Upper Deal Conservation Area Character Appraisal) by reason that he was a church warden at St Leonard's Church, Deal, and left the Chamber during consideration of the item.	None.	To note any declarations of interest.	

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 3 3.6.19 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p><u>RECORD OF DECISIONS</u></p> <p>It was agreed that the decisions of the meeting of the Cabinet held on 1 April 2019, as detailed in decision numbers CAB 107 to CAB 113, be approved as a correct record and signed by the Chairman.</p>	<p>None.</p>	<p>Cabinet is required to approve the Record of Decisions of the Cabinet meeting held on 1 April 2019.</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 4 3.6.19 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p><u>PUBLIC SPACES PROTECTION ORDER</u></p> <p>It was agreed:</p> <p>(a) That, having regard to the conditions within Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014, the variation of the Public Spaces Protection Order (Dover District Council) 2018 be approved.</p> <p>(b) That authority be delegated to the Head of Regulatory Services to carry out all necessary publicity required by virtue of the Anti-Social Behaviour, Crime and Policing Act 2014 (Publication of Public Spaces Protection Orders) Regulations.</p> <p>(c) That the amount of any fixed penalty notice issued under Section</p>	<p>None.</p>	<p>At its meeting held on 2 July 2018 (CAB 15), Cabinet approved the variation and extension of a dog control Public Spaces Protection Order which had originally come into force in 2015. As a result of consultation undertaken on this variation, seven</p>	

	68 of the Act be approved at £75.		further areas for restriction were identified. Following a period of consultation on these areas, Cabinet is requested to approve their inclusion by means of a variation to the Public Spaces Protection Order (Dover District Council) 2018.	
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 5 3.6.19 Open Key Decisions Yes Call-in to apply Yes Implementation Date 11 June 2019	<u>REVISED STATEMENT OF POLICY AND PRINCIPLES 2019-2022 ISSUED UNDER THE GAMBLING ACT 2005</u> It was agreed: (a) That the draft revised Statement of Policy and Principles under the Gambling Act 2005, and the commencement of a period of public consultation between 10 June and 22 July 2019, be approved. (b) That the Portfolio Holder for Transport and Licensing be authorised in the following terms: (i) In the event that no consultation responses are received, that the Portfolio Holder proposes adoption of the Statement of Policy and Principles to the full Council without modification.	None.	Under Section 349 of the Gambling Act 2005, the Council is required to publish a Statement of Policy and Principles as to how it will exercise its functions under the Act, and to formally review the policy every 3 years. The Council's existing policy expires in 2019 and is	

	<p>(ii) In the event that limited consultation responses are received, that the Portfolio Holder proposes adoption of the Statement of Policy and Principles to the full Council with modification.</p> <p>(iii) In the event that significant consultation responses are received, that the Portfolio Holder refers the matter back to Cabinet in order that it may make a proposal to full Council.</p>		therefore due for formal review.	
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 6 3.6.19 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p><u>LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 - REQUEST FOR INCREASE IN HACKNEY CARRIAGE FARE TARIFF</u></p> <p>It was agreed that a period of consultation with the trade and public on the maximum fare increases proposed by the Dover Federation of Taxi Operators be approved, and any representations be considered at a future meeting.</p>	None.	The fixing of Hackney Carriage fares is a statutory function of the Council under the provisions of Section 65 of the Local Government (Miscellaneous Provisions) Act 1976. The Council has received a proposal for a review of fares from some members of the Dover Federation of Licensed Taxi Operators. Because not all members of the trade support a review, it is proposed to carry	

			out a preliminary non-statutory consultation in advance of the formal procedures	
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 7 3.6.19 Open Key Decisions Yes Call-in to apply Yes Implementation Date 11 June 2019	<u>DRAFT DEAL - VICTORIA ROAD AND WELLINGTON ROAD CONSERVATION AREA CHARACTER APPRAISAL</u> It was agreed: (a) That a 6-week period of public consultation be carried out on the draft Deal – Victoria Road and Wellington Road Conservation Area Character Appraisal. (b) That Officers, in consultation with the Portfolio Holder for Planning and Regulatory Services, be charged with undertaking a review of current policy and practice towards changes to unlisted buildings in conservation areas, covering issues such as the purpose and implementation of the policies, and to report back to a future meeting of Cabinet. (c) That the Head of Planning, Regeneration and Development be authorised to make any necessary editorial changes to the appraisal to assist with clarity, consistency, explanation and presentation, in consultation with the Portfolio Holder.	None.	Under the Planning (Listed Buildings and Conservation Areas) Act 1990, the Council is required to review its conservation areas, and to publish proposals for their preservation and enhancement, character appraisals being a fundamental part of this process. The Deal Society has prepared a draft character appraisal, and Cabinet approval is sought for a 6-week public consultation period.	
Decision Status	Record of Decision	Alternative options	Reasons for Decision	Conflicts of interest

		considered and rejected (if any)		(if any) declared by decision maker(s) or consultees (if any)
<p>CAB 8 3.6.19 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p><u>DRAFT UPPER DEAL CONSERVATION AREA CHARACTER APPRAISAL</u></p> <p>It was agreed:</p> <p>(a) That a 6-week period of public consultation be carried out on the draft Upper Deal Conservation Area Character Appraisal, as set out in Appendix 1 to the report.</p> <p>(b) That Officers, in consultation with the Portfolio Holder for Planning and Regulatory Services, be charged with undertaking a review of current policy and practice towards changes to unlisted buildings in conservation areas, covering issues such as the purpose and implementation of the policies, and to report back to a future meeting of Cabinet.</p> <p>(c) That the Head of Planning, Regeneration and Development be authorised to make any necessary editorial changes to the appraisal to assist with clarity, consistency, explanation and presentation, in consultation with the Portfolio Holder.</p>	None.	Under the Planning (Listed Buildings and Conservation Areas) Act 1990, the Council is required to review its conservation areas, and to publish proposals for their preservation and enhancement, character appraisals being a fundamental part of this process. The Deal Society has prepared a draft character appraisal, and Cabinet approval is sought for a 6-week public consultation period.	Councillor S C Manion withdrew from the Chamber during consideration of this item.
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 9 3.6.19 Open</p>	<p><u>ANNUAL GOVERNANCE ASSURANCE STATEMENT 2018/19</u></p> <p>It was agreed:</p>	None.	The Accounts and Audit Regulations 2015 require that the Council	

<p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p>(a) That the Annual Governance Assurance Statement 2018/19 be approved, and the Leader of the Council and the Head of Paid Service be requested to sign the statement on behalf of the Council.</p> <p>(b) That the Governance Committee be asked to accept the Annual Governance Assurance Statement 2018/19 alongside the 2018/19 Statement of Accounts.</p>		<p>conducts at least annually a review of the effectiveness of its system of internal control and reports on the extent to which it complies with the Local Code of Corporate Governance.</p>	
<p>Decision Status</p>	<p>Record of Decision</p>	<p>Alternative options considered and rejected (if any)</p>	<p>Reasons for Decision</p>	<p>Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)</p>
<p>CAB 10 3.6.19 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p><u>IMPROVEMENT WORKS TO DEAL DEPOT</u></p> <p>It was agreed that the proposed improvement works to the Council's parks and open spaces depot at Deal Cemetery be approved.</p>	<p>None.</p>	<p>Cabinet is requested to consider proposals to carry out improvement works to a Council depot at Deal Cemetery in order to allow the facility to be used all year round. In addition it will allow the Parks and Open Spaces department to manage green waste, store materials and operate more efficiently.</p>	
<p>Decision Status</p>	<p>Record of Decision</p>	<p>Alternative options</p>	<p>Reasons for Decision</p>	<p>Conflicts of interest</p>

11 June 2019	Age Concern Deal (Liaison Committee)	1 Year	Cllr D Murphy	The appointments are of a strategic or community nature, and Cabinet has the option not to appoint representatives where they are fulfilling a community role.
	Aylesham & District Workshop Trust	1 Year	Cllr P Walker	
	Deal Fairtrade Steering Group	1 Year	Cllr T Bartett	
	Deal & Sandwich Coastal Community Team	1 Year	Cllr M J Holloway	
	Dover Bronze Age Boat Trust	1 Year	Mr A Richardson	
	Dover Coastal Community Team	1 Year	Cllr N Collor Cllr R Walkden	
	Dover, Deal & District Citizens' Advice Bureau	1 Year	Cllr M Holloway Cllr C Vinson	
	Dover District Volunteering Centre	1 Year	Cllr M Holloway	
	Dover Fairtrade Steering Group	1 Year	Cllr D Hannent	
	East Kent Housing Board	1 Year	Cllr T Bond	
	East Kent Housing Dover Area Tenants' Board	1 Year	Cllr D Beaney Cllr R Walkden	
East Kent Spatial Development Company	1 Year	Cllr K Morris		

	Industrial Communities Alliance	1 Year	Cllr S Manion			
	JAC Kent Downs AONB Partnership	1 Year	Cllr N Kenton			
	Kent County Playing Fields Association	1 Year	Cllr T Bond			
	Kent Forum	1 Year	Cllr K Morris			
	Local Enterprise Partnership Board & Executive	1 Year	Cllr K Morris			
	Local Government Association – General Assembly	1 Year	Cllr K Morris			
	Mary Hougham Almshouses	4 Years	Cllr J Rose			
	Municipal Charities of Dover	4 Years	Mrs A Napier Mrs P Beresford Mrs S Nicholas			
	Police & Crime Panel for Kent	1 Year	Cllr M Holloway			
	River Dour Partnership	1 Year	Cllr N Collor			
	River Stour (Kent) Internal Drainage Board	1 Year	Cllr M Conolly Cllr P Jull			
	Sandwich & Pegwell Bay National Nature Reserve	1 Year	Cllr S Chandler			

	<p>Management Committee</p> <p>South East England Councils (SEEC) 1 Year Cllr K Morris (sub: S Chandler)</p> <p>Tourism South East 1 Year Cllr M Holloway</p> <p>(b) That Officers be charged with undertaking a review of outside bodies appointments, and to report back to Cabinet within two months.</p> <p>(c) That the Leader of the Council be requested to nominate an alternative Member to substitute at meetings on an ad hoc basis when the appointed Member is not available (and where the constitution of the body allows this).</p> <p>(d) That the appointment of the Chief Executive to the Kent Forum be approved.</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 13 3.6.19 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation</p>	<p><u>APPOINTMENT OF PROJECT ADVISORY GROUPS 2019/20</u></p> <p>It was agreed:</p> <p>(a) That the membership of the Local Plan Project Advisory Group for the Council Year 2019/20 be established as follows:</p> <p>Portfolio Holder for Planning & Regulatory Services (Chairman); the Chairman of the Planning Committee (Vice-Chairman); a representative from the Scrutiny (Policy and Performance) Committee; Councillors S C Manion, T A Bond, D G Cronk and E A</p>	None.	Cabinet is requested to determine the membership of the Council's Project Advisory Groups for the Council year 2019/20.	

<p>Date 11 June 2019</p>	<p>Biggs; a representative from the town and parish councils (Mr Keith Gowland representing the Kent Association of Local Councils and nominated substitute, Mr Jeffrey Loffman); three representatives from the voluntary sector (Mr Pat Sherratt – The Dover Society; Mr Robin Green – The Deal Society; and Mr Richard Ralph – Sandwich Town Team); and three representatives from the Business Forum (Mr Gareth Doodles – Dover College; Mr Mark Huntley – Megger Instruments Ltd; and Mr Matthew or Mr Stuart Jaenicke – Viking Recruitment). (It was noted that the business representation would be expanded in due course to include businesses from Deal and Sandwich.)</p> <p>(b) That the membership of the Dover Town Centre and Waterfront Project Advisory Group for the Council Year 2019/20 be established as follows: Portfolio Holder for Environment and Commercial Services (Chairman) and Councillors J S Back (Vice-Chairman), D Hannent, J Rose, K Mills, S H Beer and E A Biggs.</p> <p>(c) That the membership of the Homelessness Project Advisory Group for the Council Year 2019/20 be established as follows: Portfolio Holders for Housing and Health (Chairman), Planning and Regulatory Services (Vice-Chairman) and Finance and Governance; and Councillors P M Brivio and H M Williams.</p> <p>(d) That the membership of the Commercial Investment Project Advisory Group be established for the Council Year 2019/20 as follows: Portfolio Holders for Finance and Governance (Chairman) and Environment and Commercial Services, Leader of the Council; and Councillors P M Brivio and C F Woodgate.</p> <p>(e) That the membership of the Residential Investment Project Advisory Group be established for the Council Year 2019/20 as follows: Portfolio Holders for Housing and Health (Chairman) and Finance and Governance; and Councillors J S Back (Vice-Chairman), P M Brivio and C F Woodgate.</p>			
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	(f) That the membership of the Investment Advisory Group be established for the Council Year 2019/20 as follows: Portfolio Holder for Finance and Governance (Chairman), Chairman of the Governance Committee (Vice-Chairman), Chairman of the Scrutiny (Policy and Performance) Committee; and Councillors M J Holloway and C F Woodgate.			
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 14 3.6.19 Open Key Decisions No Call-in to apply Yes Implementation Date 11 June 2019	<u>APPOINTMENT OF DEVELOPER CONTRIBUTIONS EXECUTIVE COMMITTEE</u> It was agreed that the membership of the Developer Contributions Executive Committee for the Council Year 2019/20 be approved as follows: Leader of the Council (Chairman) and the Portfolio Holders for Planning and Regulatory Services, Community and Tourism and Housing and Health.	None.	Cabinet is requested to determine the membership of the Developer Contributions Executive Committee for 2019/20.	
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 15 3.6.19 Open Key Decisions No	<u>APPOINTMENT OF DOVER JOINT TRANSPORTATION BOARD VICE-CHAIRMAN</u> It was agreed that Councillor J S Back be appointed Vice-Chairman of the Dover Joint Transportation Board for the Council Year 2019/20.	None.	To comply with the terms of reference of the Dover Joint Transportation Board, which require that the chairmanship and	

Call-in to apply Yes Implementation Date 11 June 2019			vice-chairmanship of the Board alternates annually between Kent County Council and Dover District Council, Cabinet is required to appoint a chairman for 2019/20.	
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 16 3.6.19 Open Key Decisions No Call-in to apply Yes Implementation Date Immediate	<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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972.	None.		
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 17 3.6.19 Exempt	<u>PURCHASE OF NEW AFFORDABLE HOUSING AT 113 FOLKESTONE ROAD, DOVER</u> It was agreed:	None.	Cabinet approval is sought for the acquisition of eight one-bedroom flats,	

<p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p>(a) That a project to acquire eight affordable homes on land to be developed at 113 Folkestone Road, Dover be approved.</p> <p>(b) That the Strategic Director (Corporate Resources) be authorised, in consultation with the Portfolio Holder for Housing and Health, to take the necessary decisions and actions to progress the project and purchase the properties including (but not limited to) agreeing the purchase price, approving the sale purchase agreements, making funding applications to Homes England and entering into subsequent funding agreements, appointing any necessary professional advisers, and entering into contracts for the provision of support to occupants of the homes.</p>		<p>to be developed on land at 113 Folkestone Road. The units would be occupied on a short-term basis by people waiting to be re-housed permanently.</p>	
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The meeting ended at 11.41 am.

ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES

PUBLIC SPACES PROTECTION ORDER

Responsibility: Portfolio Holder for Planning and Regulatory Services

Report of: Head of Regulatory Services

Decision Route

Cabinet	3 June 2019	CAB 4
Scrutiny (Policy and Performance) Committee	4 June 2019	Minute No 11
Cabinet	1 July 2019	

Scrutiny (Policy and Performance) Committee Recommendation

The Scrutiny (Policy and Performance) Committee, at its meeting held on 4 June 2019, considered the report of the Head of Regulatory Services and made the following recommendation:

That the variation of the Public Spaces Protection Order (Dover District Council) 2018 for the Children’s Play Area at Whitfield Recreation Ground, St Augustine’s Churchyard, East Langdon and Hamilton Road Cemetery, Deal be endorsed.

ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES

REVISED STATEMENT OF POLICY AND PRINCIPLES 2019-22 ISSUED UNDER THE GAMBLING ACT 2005

Responsibility: Portfolio Holder for Transport and Licensing

Report of: Head of Regulatory Services

Decision Route

Cabinet	3 June 2019	CAB 5
Scrutiny (Policy and Performance) Committee	4 June 2019	Minute No 12
Cabinet	1 July 2019	

Scrutiny (Policy and Performance) Committee Recommendation

The Scrutiny (Policy and Performance) Committee, at its meeting held on 4 June 2019, endorsed the report recommendations as follows:

- (a) That the draft revised Statement of Policy and Principles under the Gambling Act 2005, and the commencement of a period of public consultation between 10 June and 22 July 2019, be approved.
- (b) That the Portfolio Holder for Transport and Licensing be authorised in the following terms:
 - (i) In the event that no consultation responses are received, that the Portfolio Holder proposes adoption of the Statement of Policy and Principles to the full Council without modification.
 - (ii) In the event that limited consultation responses are received, that the Portfolio Holder proposes adoption of the Statement of Policy and Principles to the full Council with modification.
 - (iii) In the event that significant consultation responses are received, that the Portfolio Holder refers the matter back to Cabinet in order that it may make a proposal to full Council.

ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES

PERFORMANCE REPORT – FOURTH QUARTER 2018/19

Responsibility: Portfolio Holder for Finance and Governance

Report of: Chief Executive

Decision Route

Cabinet	3 June 2019	CAB 11
Scrutiny (Policy and Performance) Committee	4 June 2019	Minute No 15
Cabinet	1 July 2019	

Scrutiny (Policy and Performance) Committee Recommendation

The Scrutiny (Policy and Performance) Committee, at its meeting held on 4 June 2019, considered the report of the Chief Executive and made the following recommendation:

That it be recommended to Cabinet that new performance indicators are added to East Kent Housing in respect of electrical and fire safety.

ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES

DRAFT DEAL – VICTORIA ROAD AND WELLINGTON ROAD CONSERVATION AREA CHARACTER APPRAISAL

Responsibility: Portfolio Holder for Planning and Regulatory Services

Report of: Head of Planning, Regeneration and Development

Decision Route

Cabinet	3 June 2019	CAB 7
Scrutiny (Policy and Performance) Committee	5 June 2019	Minute No 11
Cabinet	1 July 2019	

Scrutiny (Community and Regeneration) Committee Recommendation

The Scrutiny (Community and Regeneration) Committee, at its meeting held on 5 June 2019, considered the report of the Head of Planning, Regeneration and Development and made the following recommendations (changes to report recommendations highlighted in bold):

- (a) That it be recommended to Cabinet:
 - (i) That a public consultation for a period of 6 weeks of the draft Deal - Victoria Road and Wellington Road Conservation Area Character Appraisal be agreed, as set out in Appendix 1 of the report.
 - (ii) That the Head of Planning, Regeneration and Development be authorised to make any necessary editorial changes to the appraisal to assist with clarity, consistency, explanation and presentation, in consultation with the Portfolio Holder.
- (b) That, in future, Conservation Character Appraisal reports include a summary of the consultation methodology.**

Subject:	FAILURE TO HAVE IN PLACE VALID GAS SAFETY RECORDS IN RESPECT OF COUNCIL DWELLINGS AS REQUIRED BY REGULATION 36 OF THE GAS SAFETY (INSTALLATION AND USE) REGULATIONS 1998
Meeting and Date:	Cabinet – 1 July 2019
Report of:	Harvey Rudd, Monitoring Officer (pursuant to Section 5A of the Local Government and Housing Act 1989)
Portfolio Holder:	Leader and all Portfolio Holders
Decision Type:	Executive Statutory - Report Only
Classification:	Unrestricted

Purpose of the report:	To discharge the duty placed upon the Monitoring Officer by Section 5A of the Local Government and Housing Act 1989 to report a contravention of law to the executive.
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Recommendations:	Cabinet is required by law to consider this report at a meeting held not more than twenty-one days after copies of the report are first sent to members of the executive in accordance with the requirements of section 5A(6)(a) of the Local Government and Housing Act 1989 and to take the steps set out in paragraphs 4.2 to 4.4 of this report.
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1 Summary

- 1.1 Where it appears to the Council's Monitoring Officer that any omission, in the course of the discharge of functions of the relevant authority, by or on behalf of the relevant authority's executive, constitutes, has given rise to or is likely to or would give rise to a contravention, by the relevant authority's executive or any person on behalf of the executive, of any enactment or rule of law with respect to that omission, he is required by law to prepare a report to the executive. The relevant statutory provisions are to be found in section 5A of the Local Government and Housing Act 1989.
- 1.2 Where the Monitoring Officer has prepared a report in the discharge of his duties under section 5A, the executive is required to consider it at a formal meeting and to respond to it in accordance with the requirements set out in paragraph 4 of this report.
- 1.3 Regulation 36 of the Gas Safety (Installation and Use) Regulations 1998 places a duty upon a landlord to have a gas safety check undertaken on an annual basis on appliances and flues to which the regulations apply. Further a record of that inspection must be kept and retained in accordance with the requirements of the regulations. This is commonly referred to as a gas safety certificate.
- 1.4 Since March 2019 the Council has a number of dwellings forming part of its housing stock let in respect of which gas safety checks have not been carried out in contravention of the requirements of regulation. 36.
- 1.5 The Council's housing management function is a function of the executive of the Council, hence this report is prepared for consideration by the executive in accordance with section 5A of the Local Government and Housing Act 1989. A copy of this report

is being sent to all members of the Council in accordance with the requirements of that section of the Act.

- 1.6 This report has been prepared by the Council's Monitoring Officer in the discharge of his duty under section 5A of the Local Government and Housing Act 1989 in view of the fact that gas safety checks have not been carried out in respect of a number of Council-let properties in accordance with the requirements of Regulation 36 of the Gas Safety (Installation and Use) Regulations 1998.

2 Gas Safety Records

- 2.1 Regulation 36 of the Gas Safety (Installation and Use) Regulations 1998 requires the Council as the landlord of premises occupied for residential purposes to have annual gas safety inspections of those premises undertaken and to hold records of those inspections. These records are what are commonly referred to as gas safety certificates.
- 2.2 The Council discharges the requirement to have up-to-date gas safety certificates in place by having a contract with an external contractor. That contract is managed on the Council's behalf by East Kent Housing. East Kent Housing manages similar contracts on behalf of Canterbury City Council, Folkestone & Hythe District Council and Thanet District Council in respect of their housing stock. This report is however solely concerned with the situation in relation to properties let by Dover District Council.
- 2.3 The East Kent Housing quarterly performance reports show low levels of outstanding gas safety certificates for Council-owned properties in the Dover District in the financial year 2018/2019. Assurances were received by the Council from East Kent Housing that outstanding gas safety certificates were being actively addressed.
- 2.4 The low level of outstanding certificates was maintained up to the end of March 2019.
- 2.5 It is acknowledged that in the case of a landlord having a large number of properties it is virtually inevitable that there will be occasions when a small number of properties do not have a valid gas safety certificate. This arises for a variety of reasons, one of the most common being the lack of co-operation of some tenant occupiers to arrange for access by contractors to their homes. Such a situation would not engage the duty of the Monitoring Officer to prepare a report.
- 2.6 The situation deteriorated from April 2019 such that as at 24 May 2019 there were approximately 175 Dover District Council properties in occupation without the benefit of gas safety certificates. Although undeniably a large number, this should be viewed within the context of the Council's total housing stock which is in excess of 4,000 units.
- 2.7 Gas safety certificates fall due for renewal on different dates. About 80 dwellings fall due for inspection each week. There is therefore a need to inspect properties as their certificates become due for renewal as well as clear the backlog of overdue certificates.
- 2.8 It is emphasised that the lack of a gas safety certificate in respect of a property does not imply that the gas appliances within that property are faulty or unsafe in any way. It does mean that they have not been checked for gas safety as required by law.
- 2.9 It is beyond the scope of this report to consider how this situation has arisen. However, it should be noted that the timing of what has been a rapid decline in the number of

gas safety inspections completed has coincided with the Council's contractor giving contractual notice to exit its contract with the Council.

3 Regulatory and Legal Implications

- 3.1 A contravention of the requirement to have in place a required gas safety certificate in respect of any particular property is potentially a criminal offence under the Health & Safety at Work etc. Act 1974. However, a statutory defence is potentially available under Regulation 39 of the Gas Safety (Installation and Use) Regulations 1998 where a person can show that he took all reasonable steps to prevent the contravention. It is not necessary or appropriate for this report to consider whether criminal offences have been committed in this instance, particularly in circumstances where the Health & Safety Executive (who are aware of the situation) have not indicated whether they intend to undertake a full investigation.

4 Recommendation

- 4.1 Cabinet is required by law to take the steps set out in paragraphs 4.2 to 4.4 below.
- 4.2 To consider this report at a meeting held not more than twenty-one days after copies of the report are first sent to members of the executive in accordance with the requirements of section 5A(6)(a) of the Local Government and Housing Act 1989.
- 4.3 As soon as practicable after the executive has concluded its consideration of this report, to prepare a report which specifies—
- (a) what action (if any) the executive has taken in response to this report;
 - (b) what action (if any) the executive proposes to take in response to this report and when it proposes to take that action; and
 - (c) the reasons for taking the action specified in the executive's report or, as the case may be, for taking no action.
- 4.4 As soon as practicable after the executive has prepared its report in accordance with paragraph 4.3, to arrange for a copy of it to be sent to each member of the Council and the Council's Monitoring Officer.

5 Consultation Statement

- 5.1 The Council's Head of Paid Service (the Chief Executive) and Chief Finance Officer (the Director of Corporate Resources) have been consulted in the preparation of this report as required by section 5A(5)(a) of the Local Government and Housing Act 1989. They have confirmed that they have no further comments to make/or their comments are set out in paragraph 5.2.
- 5.2 The Head of Paid Service and the Chief Finance Officer note the contents of the report from the Monitoring Officer and will give full consideration to the responses of the Strategic Housing Manager.

Contact Officer: Harvey Rudd, Monitoring Officer 01304 872321

Subject:	GAS SAFETY RECORDS
Meeting and Date:	Cabinet – 1 July 2019
Report of:	Louise J. Taylor, Strategic Housing Manager
Portfolio Holder:	Councillor Susan Chandler, Portfolio Holder for Housing and Health
Decision Type:	Non-Key Decision
Classification:	Unrestricted

Purpose of the report: To respond to the report of the Monitoring Officer (MO) on Landlord Gas Safety Records in respect of Council dwellings.

Recommendation: It is recommended that Cabinet:

1. That Cabinet adopts this report as its report to the Monitoring Officer in accordance with the requirements of S5A (8)&(9) of the Local Government and Housing Act 1989, and that a copy of it be provided to all Members of the Council and the Monitoring Officer.
2. Request a further report on any wider issues of housing management and whether consultation with the Council's tenants on withdrawal from the East Kent Housing (EKH) Arm's Length Management Organisation (ALMO) is now required.

1. Summary

1.1 Cabinet have received a "section 5" report (elsewhere on today's agenda) from the Council's Monitoring Officer in relation to a shortfall in Landlord Gas Safety Records (LGSR) for the Council's dwellings.

1.2 This report sets out :

- The action already taken by the Executive;
- The action proposed by the Executive; and
- The reasons for the actions;
- Other relevant information.

2. Introduction and Background

2.1 The background to the current situation with regard to LGSRs is set out in the MO's report elsewhere on the agenda.

Action Already Taken by the Executive

2.2 As soon as they became aware of the scale of the problem the Council's Client Officer, who manages the day to day interactions with EKH, took steps to regularise the situation as soon as possible. The main steps were:

- (a) Authorise the direct award of work by EKH to a panel of contractors without a formal tendering process in order to accelerate gas safety checks.
- (b) Authorise EKH to raise Purchase Orders direct to contractors instead of using longer contracts
- (c) Direct EKH that incurring additional costs should not be a concern in pursuit of gas safety checks to achieve full compliance; and
- (d) Requested daily updates on progress and the certificates outstanding.

Actions Proposed by the Executive

2.3 The Council's contractors, P&R, have given notice and the contract with them ended at the beginning of July. The Council has therefore worked with EKH to:

- (a) Re-let the contract to a new contractor in order to re-establish an orderly programme of gas safety inspections as quickly as possible.
- (b) In the interim, maintain the panel of contractors to continue inspections until the new contract comes into place.
- (c) Undertake an inquiry into how the current situation arose and how processes can be improved in the future to prevent a recurrence and to maintain full compliance with gas safety requirements and other health and safety regimes.
- (d) Provide a further report, as requested, to Scrutiny (Policy and Performance).

Reasons for the Actions Taken by the Executive

2.4 It is essential that the Council, as landlord:

- (a) Is fully compliant with gas safety requirements;
- (b) Maintains an orderly programme of timely and professional gas safety inspections;
- (c) Maintains proper documentation; and
- (d) Has a formal contract in place, with adequate controls and monitoring to implement points (a) to (c) above.

Other Relevant Information

2.5 It is essential that the Council now investigates whether the issues experienced for gas safety certification were a one-off event arising from issues with a single contract or contractor, or whether they point towards wider procedural or other weaknesses in the arrangements for the management of the Council's housing stock.

2.6 Therefore further information on the management of the housing stock is required in order for the Council to consider whether a more wide-ranging response is required.

3. **Identification of Options**

3.1 There are two main options available to the Council:

- (a) Resolve the gas safety certification issues alone.
- (b) Investigate the wider issues of housing management and consider whether there should be a change to the current housing management arrangements, including whether to give notice to withdraw from the current EKH agreements. This would necessitate consultation with the tenants.

4. **Evaluation of Options**

Resolve the Gas Safety Certification Issues

4.1 Although necessary, this step is not considered sufficient to provide the overall level of assurance the Council requires.

Investigate the Wider Issues

4.2 Although this option will be more onerous, the Council has a duty to ensure it still operates the most appropriate arrangements for its housing stock in the light of the current concerns, and this needs to be investigated. Such investigation should include consultation with tenants on the option to withdraw from the arrangements with EKH. This investigation into the wider issues, with a report back to Cabinet, is the recommended option.

5. **Resource Implications**

5.1 There are likely to be additional costs arising from the need to accelerate gas safety inspections. These costs cannot be quantified at this stage, but are expected to be contained within the existing HRA budget.

5.2 The costs of the additional investigation into the arrangements for housing management are likely to be met in part from existing staff resources and, in part, from the use of consultants. They costs are expected to be contained within the existing HRA budget.

5.3 However, the measures identified in this report will not be delayed for the lack of resources and, if necessary, council approval will be sought for additional resources.

6. **Corporate Implications**

6.1 Comment from the Head of Finance and Housing: The Head of Finance and Housing has been consulted in the production of this report and has no further comments.

6.2 Comment from the Head of Governance: The Head of Governance has been consulted in the production of this report and has no further comments.

6.3 Comment from the Equalities Officer: This report does not specifically highlight any equality implications however in discharging their duties members are required to comply with the public sector equality duty as set out in Section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>.

7. **Background Papers**

Report of the Monitoring Officer on today's agenda.

Contact Officer: Louise J. Taylor

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Subject:	ARRANGEMENTS FOR DOVER DISTRICT COUNCIL COMMUNITY GRANTS SCHEME FOR 2019/2020
Meeting and Date:	Cabinet – 1 July 2019
Report of:	Mike Davis, Strategic Director (Corporate Resources)
Portfolio Holder:	Councillor M J Holloway, Portfolio Holder for Community and Tourism
Decision Type:	Non-Key
Classification:	Unrestricted
Purpose of the report:	To agree the funding timetable and total grant pot for 2019/20 of £25,000, and to consider the nominations for Dover District Council Member representation on the Community Grant Scheme panel for 2019/20.
Recommendations:	To appoint DDC representatives to the Community Grants Appraisal Panel as set out in Table 1 at paragraph 5.2 of this report, and agree the total grant funding level of £25,000.

1 Summary

- 1.1 The Community Grants Scheme is operated by the Council to provide grants to local charities, volunteer groups and similar organisations. For 2019/20 the Council will provide £22.5k from its own budget plus a further £2.5k from the Council's share of the district lotto. This will be distributed within 5 areas across the district by Member panels.
- 1.2 In addition to this year's Community Grant scheme, since its launch in January 2019, local good causes are predicted to benefit from an estimated additional £39.3k annually from the Dover District Lotto. Combined with the Dover Community Grant scheme, this therefore provides a total of over £64k going back into the local voluntary and community organisations in the district this year.
- 1.3 The remainder of this report sets out:
 - Nominations for DDC representation on the Community Grants Scheme
 - The funding available
 - Grants awarded in 2018/19
 - The timetable for 2019/20
 - Future review of the scheme
 - Options

2 Community Grants Scheme Funding

- 2.1 DDC has allocated £22,500 of grant funding to the DDC Community Grants Scheme in the 2019-20 budget to award as small grants to support the delivery of projects that benefit local communities. The funding will be split across areas based on population density as detailed in the table at paragraph 5.2 as per previous years.
- 2.2 DDC will also inject the current available £2,500 from the Dover District Lotto Central Fund Reserve (CFR) into the Community Grants Scheme funding pot for 2019-20 as

approved by Cabinet in October 2018. This figure is based on the funds received by DDC from the CFR from the first draw on the 2nd March 2019 to 28th May 2019. This amount will be split equally between the 5 areas, providing an additional £500 per area as shown in table 1 below.

- 2.3 As the Community Grant process evolves, it is proposed that this should then be reflected in the current grant funding distribution, to meet local identified requirements in line with the corporate plan in future years. It is recommended to remain with the current geographical funding process this year, whilst a full review is undertaken in 2019/20 in line with the corporate plan priorities and new ward boundaries, to consider a move towards a thematic funding process from April 2020. This will also be supported by a larger additional CFR contribution in 2020/21 currently estimated to be circa £11.5k based on current ticket sales, providing an estimated total pot of £34k for 2020-21 Dover Community Grant scheme.

3 Summary of 2018/19 DDC Community Grants

- 3.1 More organisations than ever before (52 in total) applied for grant funding from the scheme in 2018/19, including some new 'start up' community groups. Funding totalling £22,500 was allocated to 32 different community groups across the district. This was allocated as follows:

- 9 projects in Deal & Walmer,
- 4 projects in Dover North,
- 9 projects in Dover Town,
- 5 projects in Dover West,
- 5 projects in Sandwich & Area.

Projects included supporting youth, the elderly and the wider community, securing more sport and tourism into the district, as well as helping the environment and expanding digital capabilities.

- 3.2 The grant scheme funded a wide variety of projects including capital costs, enabling charities, clubs and groups to outright buy items & equipment to help run their projects. The scheme also funded revenue costs helping to buy in activities or services, as well as consumable costs, items that can be used up.
- 3.3 Cllr Sue Chandler, Chairman of Dover District Council over this period attended various monitoring visits to see how these projects benefited from the funding. These included Blackfish Academy, Elvington Heritage Group, Deal and Walmer Sea Scouts, Dover Youth Theatre and Whitfield Football Club
- 3.4 An awards evening for successful grant recipients was hosted by DDC at Betteshanger Social Welfare Scheme, Deal on Monday 6th August with over 70 attendees attending to showcase their projects and celebrate the community benefit they bring to the District.

4 Review for 2019/20

- 4.1 It is proposed that a full review of the current Community Grant scheme is undertaken in 2019/20 in line with the corporate plan and new ward boundaries; and to consider a move towards a thematic funding process from April 2020 addressing local district needs, this will be undertaken by the Community Services Team working in conjunction with the portfolio holder.

5 Nominations for DDC representation on the Community Grants Scheme during 2019/20

- 5.1 The Council's group leaders nominate councillors to represent DDC on the Community Grant Scheme Appraisal Panel
- 5.2 Nominated DDC representation for the DDC Community Grants appraisal panel members 2019-20

Table1

Community Grant Allocation Areas	Current Allocated Funding amount	DDC Members
Deal & Walmer	£5,850 (+£500 CFR)	Cllr Holloway (C) (Chair) Cllr Bond (C) Cllr Jull (C) Cllr Mills (L) Cllr Brivio (L) Cllr Beer (L)
Dover North	£3,375 (+£500 CFR)	
Dover Town	£6,300 (+£500 CFR)	
Dover West	£3.375 (+£500 CFR)	
Sandwich Area	£3,600 (+£500 CFR)	

6 Timetable for 2019/20

- 6.1 The outline timetable for delivering the 2019-20 Dover District Council Community Grants

Table 2: Annual Delivery Timetable for DDC Community Grants programme

Target Dates	Objective
1 st July 2019	Cabinet approve the DDC community grant scheme.
Early July (date tbc)	Portfolio Holder for Community and Tourism briefing for grant panel members.
8 th July 2019	DDC Community Grants opened to applications (6 weeks).
12 th Aug 2019	DDC Community Grants closed to applications.
12 th Aug – 26 th Aug 2019	DDC Community Grants re-open if required due to underspend (2 weeks).
26 th Aug 2019	DDC Community Grants closed to applications.
Aug 2019	Eligibility checked & applications followed up.

Aug/Sep 2019	Appraisal packs prepared and sent out to panel.
6 th Sep 2019 (tbc)	Appraisal panel meeting held and awards agreed.
Sep 2019	Grant payments distributed following Head of Service / Portfolio Holder sign off.
Sep 2019	Distribute grant payments.
18 th Sept 2019 (tbc)	Awards event to be held.
Oct 2019 – March 2020	Project monitoring.
April 2020	Annual review.

7 Identification of Options

- 7.1 Options to be considered by cabinet in consideration of whether to deliver a Community grant scheme for the Dover District for 2019/20 are as follows.
- 7.2 Option 1 – withdraw availability of our £22,500 in light of the estimated £39,280 that is being potentially generated in the coming year by the Dover District Lottery.
- 7.3 Option 2 – keep the current available funding for the Community Grant Scheme the same as in previous years as £22,500.
- 7.4 Option 3 - increase the total grant pot for 2019/20 to £25,000 to include the allocated £22,500 and the current available funding of £2,500 from Central Funding Revenue of the Dover District Lottery.

8 Evaluation of Options

- 8.1 Option 1 and 2 would go against previous approved criteria and impact on the delivery of social capacity and community building services by local voluntary and community sector organisations.
- 8.2 Option 3 - At Cabinet on 1st October 2018 the apportionment of the Lottery Central Fund to the DDC Community Grants programme was approved. This funding helps support our local voluntary and community sector provide important and much needed services in our district.

9 Recommendation

- 9.1 To agree the proposed appointments to the Community Grants appraisal panel and the total budget of £25k.

10 Resource Implications

- 10.1 The 2019/20 budget includes £22,500 for this scheme and £2,500 from the Dover District Lotto Central Fund Reserve (CFR) will also be added to the grant fund, as approved by Cabinet in Oct 2018.

11 Corporate Implications

- 11.1 Comment from the Section 151 Officer: Finance have been consulted and have no further comments to add. (HL)
- 11.2 Comment from the Solicitor to the Council: The Head of Governance has been consulted during the preparation of this report and has no further comment to make. (LM)
- 11.3 Comment from the Equality Officer: This report does not specifically highlight any equality implications however in discharging their duties members are required to comply with the public sector equality duty as set out in Section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>. (KS)

Contact Officers: Elliott Allen, Community Development Support Officer

Shaun Taylor, Community Development Manager

DOVER DISTRICT COUNCIL

NON-KEY DECISION

EXECUTIVE

CABINET – 1 JULY 2019

EXCLUSION OF THE PRESS AND PUBLIC

Recommendation

That, in accordance with the provisions of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the remainder of the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the paragraph of Schedule 12A of the 1972 Act set out below:

<u>Item Report</u>	<u>Paragraph Exempt</u>	<u>Reason</u>
Aylesham Village Expansion – Phase 2	3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Street Cleansing Post-2021	3	As above
Bus Rapid Transit Project	3 and 5	As above and Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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