

Public Document Pack



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27 November 2020

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **CABINET** will be held as a Remote Meeting - Teams Live Event on Monday 7 December 2020 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, Democratic Services Officer 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:

T J Bartlett	Leader of the Council
N J Collor	Portfolio Holder for Transport, Licensing and Community
M J Holloway	Deputy Leader of the Council and Portfolio Holder for Inward Investment and Tourism
N S Kenton	Portfolio Holder for Planning and Regulatory Services
D P Murphy	Portfolio Holder for Housing and Health
O C de R Richardson	Portfolio Holder for Environment and Corporate Property
C A Vinson	Portfolio Holder for Finance, Governance and Digital

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 6-17)

The decisions of the meeting of the Cabinet held on 9 November 2020 numbered CAB 36 to CAB 49 (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 Private Sector Housing Enforcement Policy (Page 18)

To consider the attached recommendations of the Overview and Scrutiny Committee.

b Infrastructure Funding Statement 2019/20 (Page 19)

To consider the attached recommendations of the Overview and Scrutiny Committee.

c Provision of New Museum Store (Page 20)

To consider the attached recommendations of the Overview and Scrutiny Committee.

EXECUTIVE - KEY DECISIONS

5 **DOVER DISTRICT COUNCIL LOCAL DEVELOPMENT SCHEME** (Pages 21-38)

To consider the attached report of the Head of Planning, Regeneration and Development.

Responsibility: Portfolio Holder for Planning and Regulatory Services

6 **LOCAL PLAN - REGULATION 18 CONSULTATION**

To consider the report of the Head of Planning, Regeneration and Development.

Responsibility: Portfolio Holder for Planning and Regulatory Services

This document will be published as a supplement due to its size.

7 **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976: HACKNEY CARRIAGE FARE TARIFF - REQUEST FOR INCREASE** (Pages 39-54)

To consider the attached report of the Head of Regulatory Services.

Responsibility: Portfolio Holder for Transport, Licensing and Community

EXECUTIVE - NON-KEY DECISIONS

8 **REFURBISHMENT AND EXTERNAL REDECORATION OF TIMEBALL TOWER, DEAL** (Pages 55-58)

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

Responsibility: Portfolio Holder for Environment and Corporate Property

9 **HOUSING STOCK COMPLIANCE** (Pages 59-63)

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

Responsibility: Portfolio Holder for Housing and Health

10 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 64)

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

11 **ROUGH SLEEPING CAPITAL BID FUNDING** (Pages 65-68)

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

Responsibility: Portfolio Holder for Housing and Health

12 **CABLE CAR FEASIBILITY**

To consider the report of the Strategic Director (Operations and Commercial) (to follow).

Responsibility: Portfolio Holder for Inward Investment and Tourism

Access to Meetings and Information

- The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 have changed the basis of the public's legal right to attend meetings. This means the public now has the right to hear Councillors attending the remote committee meeting that would normally be open to the public to attend in person. It is the intention of Dover District Council to also offer the opportunity for members of the public to view, as well as hear, remote meetings where possible. You may remain present throughout them except during the consideration of exempt or confidential information.

- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes will be published on our website as soon as practicably possible after each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Kate Batty-Smith, Democratic Services Officer, democraticservices@dover.gov.uk, telephone: (01304) 872303 or email: democraticservices@dover.gov.uk for details.

Large print copies of this agenda can be supplied on request.

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.



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TO: ALL MEMBERS OF THE COUNCIL

Contact: **Rebecca Brough**
Direct line: **(01304) 872303**
e-mail: rebecca.brough@dover.gov.uk
Our ref: **RB/CABRCD**
Your ref:
Date: **11 November 2020**

Dear Councillor

CABINET: RECORD OF DECISIONS

Please find attached the Record of Decisions of the Cabinet meeting held on Monday, 9 November 2020. Unless otherwise indicated within the schedule, these decisions may be called in for scrutiny, provided notice is given to me in writing by **10.00am on Tuesday, 17 November 2020**.

The call-in procedures are set out at paragraph 18 of the Overview and Scrutiny Procedure Rules. Call-in may be activated by the Chairman of the Overview and Scrutiny Committee, Councillor C D Zosseder; the Controlling Group Spokesperson of that Committee, Councillor S C Manion (or in their absence the Vice-Chairman or Deputy Spokesperson) or any three non-executive Members. The reasons for calling in an item must be given.

Yours sincerely

A handwritten signature in cursive script that reads "Rebecca".

Rebecca Brough
Democratic Services Manager

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Record of the decisions of the meeting of the **CABINET** held as a remote meeting (Teams Live Event) on Monday, 9 November 2020 at 11.00 am

Present:

Chairman: Councillor T J Bartlett

Councillors: N J Collor
M J Holloway
N S Kenton
D P Murphy
O C de R Richardson
C A Vinson

Officers: Chief Executive
Strategic Director (Corporate Resources)
Strategic Director (Operations and Commercial)
Head of Assets and Building Control
Head of Governance
Head of Leadership Support
Head of Museums and Culture
Head of Planning, Regeneration and Development
Head of Regulatory Services
Private Sector Housing Manager
Strategic Project Manager (Infrastructure)
Principal Infrastructure Planner
Planning Monitoring Officer
Democratic Services Manager

There were no apologies for absence received from Councillors.

DECISIONS

The Decisions of the meetings of the Cabinet held on 5 October 2020 and 19 October 2020 as detailed in decision numbers CAB 14 to CAB 31 and CAB32 to CAB35 respectively, were approved as correct records and signed by the Chairman.

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 36 9.11.20 Open Key Decisions No Call in to apply Yes Implementation Date 17 November 2020	<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 37 9.11.20 Open Key Decisions No Call in to apply Yes Implementation Date 17 November 2020	<u>DECLARATIONS OF INTEREST</u> Councillor N S Kenton declared a Disclosable Pecuniary Interest in CAB42 (Private Sector Housing Enforcement Policy 2020) by reason that he owned private rental properties and indicated that he would withdraw from the meeting for the consideration of that matter.	None	To note any declarations of interest.	

Record of Decisions: Executive Functions

Decision Status	Record of decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 38 9.11.20 Open</p> <p>Key Decisions No</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>RECORD OF DECISIONS</u></p> <p>It was agreed that the decisions of the meeting of the Cabinet held on 5 October 2020 and 19 October 2020 as detailed in decision numbers CAB 14 to CAB 31 and CAB32 to CAB35 respectively, be approved as a correct record and signed by the Chairman.</p>	None.	Cabinet is required to approve the Records of Decisions of the Cabinet meetings held on 5 October 2020 and 19 October 2020.	

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 39 9.11.20 Open</p> <p>Key Decisions Yes</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>SANDWICH GUILDHALL FORECOURT IMPROVEMENT WORKS</u></p> <p>The recommendations of the Overview and Scrutiny Committee from its meeting held on 12 October 2020 (Minute No. 24) were received.</p>		The Overview and Scrutiny Committee, at its meeting held on 12 October 2020 (Minute No.24), considered Cabinet decision CAB27.	

Record of Decisions: Executive Functions

Decision Status	Record of decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 40 9.11.20 Open</p> <p>Key Decisions No</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>EU TRANSITION - DOVER PORT HEALTH AUTHORITY</u></p> <p>It was agreed:</p> <p>(a) That the recommendation of the Overview and Scrutiny Committee made at its meeting on 12 October 2020 (Minute No. 26) be accepted so as to amend decision CAB29(a) as follows:</p> <p>That the additional resource required to support the recruitment of three additional Port Health staff from the 2020/21 budget, to support the first phase of the EU end of transition, be approved subject to the two temporary members of staff being employed on 12-month contracts that are to be reviewed once a clearer idea of the income generated from the provision of the service is obtained.</p> <p>(b) That Cabinet decision CAB29 be reaffirmed subject to (a) above.</p>	<p>To reject the recommendation of the Overview and Scrutiny Committee.</p>	<p>The Overview and Scrutiny Committee, at its meeting held on 12 October 2020 (Minute No.26), considered Cabinet decision CAB29 and made a recommendation to amend it.</p>	

Record of Decisions: Executive Functions

Decision Status	Record of decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 41 9.11.20 Open</p> <p>Key Decisions No</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>HOUSING STOCK COMPLIANCE</u></p> <p>It was agreed that the recommendation of the Overview and Scrutiny Committee made at its meeting on 12 October 2020 (Minute No. 28) be accepted as followed:</p> <p style="padding-left: 40px;">That the Overview and Scrutiny Committee be presented with a report on Housing Stock Compliance for 6 months starting from November 2020.</p>	<p>To reject the recommendation of the Overview and Scrutiny Committee.</p>	<p>The Overview and Scrutiny Committee, at its meeting held on 12 October 2020 (Minute No.28), considered Cabinet decision CAB25 and made an additional recommendation.</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 42 9.11.20 Open</p> <p>Key Decisions Yes</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>PRIVATE SECTOR HOUSING ENFORCEMENT POLICY 2020</u></p> <p>It was agreed:</p> <p>(a) That the revised Private Sector Housing Enforcement Policy 2020 be adopted.</p> <p>(b) That the Head of Regulatory Services, in consultation with the Portfolio Holder for Planning and Regulatory Services and the Head of Governance, be authorized to approve any future minor amendments to the policy.</p>	<p>To not adopt the revised Private Sector Housing Enforcement Policy.</p>	<p>In September 2017 Cabinet approved the current Policy and recent legislation requires the policy be updated. The revised policy also introduces reduced payments for early payment of Penalty Charges.</p>	<p>Councillor N S Kenton declared a Disclosable Pecuniary Interest by reason that he owned private rental properties and withdrew from the meeting for the consideration of this item of business.</p>

Record of Decisions: Executive Functions

Decision Status	Record of decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 43 9.11.20 Open</p> <p>Key Decisions No</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>INFRASTRUCTURE FUNDING STATEMENT 2019/20</u></p> <p>It was agreed that the format and content of the first Annual Infrastructure Funding Statement 2019/20 at Appendix 1 and supporting spreadsheets at Appendix 2 be approved and that it be published by no later than 31 December 2020.</p>	<p>To amend or reject the format and content of the first Annual Infrastructure Funding Statement 2019/20.</p>	<p>To outline the new requirements of the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019 in relation to Annual Infrastructure Funding Statements and to seek approval of the format and content of the first Annual Infrastructure Funding Statement 2019/20 and publication of the Statement.</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 44 9.11.20 Open</p> <p>Key Decisions No</p>	<p><u>PERFORMANCE REPORT - SECOND QUARTER 2020/21</u></p> <p>It was agreed that the Performance Report and Actions for Quarter 2, 2020/21 be noted.</p>	<p>None.</p>	<p>Monitoring the Council's Performance against key objectives is essential to the</p>	

Record of Decisions: Executive Functions

Call in to apply Yes Implementation Date 17 November 2020			achievement of those aims and objectives. The Performance Report provides a summary of the Council's performance for the three months to 30 September 2020.
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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 45 9.11.20 Open Key Decisions No Call in to apply Yes Implementation Date 17 November 2020	<u>HOUSING STOCK COMPLIANCE</u> It was agreed that the current status which related to statutory health and safety compliance associated with managing the housing stock and the actions being taken to verify the accuracy of compliance data be noted.	None.	To update the Cabinet on the current position in relation to the compliance status of the Council's housing stock. Responsibility for managing the Council's housing stock transferred from East Kent Housing to Dover District Council on 1 October 2020.	

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 46 9.11.20 Open Key Decisions No Call in to apply Yes Implementation Date Immediate	<u>EXCLUSION OF THE PRESS AND PUBLIC</u> It was agreed 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 47 9.11.20 Exempt Key Decisions Yes Call in to apply Yes Implementation Date 17 November 2020	<u>INTER-AUTHORITY AGREEMENT WITH KENT COUNTY COUNCIL</u> It was agreed: <ul style="list-style-type: none"> (a) That the completion of the new Inter-Authority Agreement with Kent County Council be approved based on the terms outlined in the report. (b) That the Head of Commercial Services, in consultation with the Portfolio Holder for Planning and Regulatory Services, be authorised to make any minor changes to the agreement required prior to signing. 	To not approve the proposed new Inter-Authority Agreement with Kent County Council.	The current Inter-Authority Agreement with Kent County Council to support the Council's recycling services ends on 15 January 2020. This report seeks agreement to the proposed new agreement.	

Record of Decisions: Executive Functions

Decision Status	Record of decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 48 9.11.20 Exempt</p> <p>Key Decisions Yes</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>PROVISION OF NEW MUSEUM STORE</u></p> <p>It was agreed:</p> <p>(a) That the relocation of the museum collections currently stored in the Maison Dieu and Western Road depots respectively to Unit 8 and the ground floor of Unit 10 Whitfield Court, and to sanction the construction works necessary to house the collections in a suitable environment be approved.</p> <p>(b) To continue and to complete the cataloguing of the whole collection for completion in Spring 2021 (for the items currently stored at Western Road, and where specific cataloguing cannot be undertaken (i.e. the archeology), produce an inventory which quantifies the volumes and size). Also prepare and present, at the same time, a new Collections Policy that identified and quantified the collection, to mitigate the risk of moving everything to the new store at Whitfield, and produce an inventory which quantified the volumes and size, and draw up a list of items which under a new collections policy can either be offered to alternative collections or disposed of.</p> <p>(c) That the Strategic Director (Operations and Commercial), in consultation with the Portfolio Holder for Environment and Corporate Property, be delegated authority to take all operational decisions, including the award of contract, and any decisions necessary to complete building work and relocate existing stores.</p>	<p>(a) To keep the museum collection stored in existing premises.</p> <p>(b) To construct a purpose built museum store.</p> <p>(c) To not require the completion of the cataloguing of the Western Road element of the collection by Spring 2021.</p>	<p>There is a need to relocate the museum collection currently stored in the Maison Dieu at Dover, in order to facilitate the delivery of the restoration and refurbishment project at Maison Dieu. This presents an opportunity to co-locate the museum collection, currently stored at the depot in Western Road, Deal.</p>	

Record of Decisions: Executive Functions

Decision Status	Record of decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 49 9.11.20 Exempt</p> <p>Key Decisions Yes</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>DOVER FASTRACK PROJECT UPDATE</u></p> <p>It was agreed:</p> <p>(a) That the project update be noted.</p> <p>(b) That the budget allocation for the project be increased by £1.3million.</p> <p>(c) That an option agreement be entered into to secure access to land needed for the project at a cost of £25,000 whilst noting that the option would only be exercised should Homes England agree to expand the project scope and extend the programme.</p>	<p>To not allocate the funds needed for the project.</p>	<p>To update Cabinet on progress of the Dover Fastrack project and to allocate the funds needed so that the Council is ready to exercise its options should the Homes England agree to expand the project scope and extend the programme.</p>	

The meeting ended at 12.31 pm

ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES

PRIVATE SECTOR HOUSING ENFORCEMENT POLICY

Responsibility: Portfolio Holder for Planning and Regulatory Services

Report of: Head of Regulatory Services

Decision Route

Cabinet	9 November 2020	CAB 42
Overview and Scrutiny Committee	16 November 2020	Minute No 40
Cabinet	7 December 2020	

Overview and Scrutiny Committee Recommendations

The Overview and Scrutiny Committee, at its meeting held on 16 November 2020, endorsed Cabinet decision CAB 42 as follows:

- (a) That the revised Private Sector Housing Enforcement Policy 2020 be adopted.
- (b) That the Head of Regulatory Services, in consultation with the Portfolio Holder for Planning and Regulatory Services and the Head of Governance, be authorised to approve any future minor amendments to the policy.

ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES

INFRASTRUCTURE FUNDING STATEMENT 2019/20

Responsibility: Portfolio Holder for Planning and Regulatory Services

Report of: Head of Planning, Regeneration and Delivery

Decision Route

Cabinet	9 November 2020	CAB 43
Overview and Scrutiny Committee	16 November 2020	Minute No 41
Cabinet	7 December 2020	

Overview and Scrutiny Committee Recommendations

The Overview and Scrutiny Committee, at its meeting held on 16 November 2020, endorsed Cabinet decision CAB 43 as follows:

That decision CAB 43 be endorsed and that the format and content of the first Annual Infrastructure Funding Statement 2019/20 at Appendix 1 and supporting spreadsheets at Appendix 2 be approved, and that it be published by no later than 31 December 2020.

ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES

PROVISION OF NEW MUSEUM STORE

Responsibility: Portfolio Holder for Environment and Corporate Property

Report of: Strategic Director (Operations and Commercial)

Decision Route

Cabinet	9 November 2020	CAB 48
Overview and Scrutiny Committee	16 November 2020	Minute No 44
Cabinet	7 December 2020	

Overview and Scrutiny Committee Recommendations

The Overview and Scrutiny Committee, at its meeting held on 16 November 2020, endorsed Cabinet decision CAB 48 as follows:

- (a) That the relocation of the museum collections currently stored in the Maison Dieu and Western Road depots respectively to Unit 8 and the ground floor of Unit 10 Whitfield Court, and to sanction the construction works necessary to house the collections in a suitable environment, be approved.
- (b) To continue and to complete the cataloguing of the whole collection for completion in Spring 2021 (for the items currently stored at Western Road), and where specific cataloguing cannot be undertaken (i.e. the archaeology), produce an inventory which quantifies the volumes and size). Also prepare and present, at the same time, a new Collections Policy that identifies and quantifies the collection, to mitigate the risk of moving everything to the new store at Whitfield, and produce an inventory which quantifies the volumes and size, and draw up a list of items which under a new collections policy can either be offered to alternative collections or disposed of.
- (c) That the Strategic Director (Operations and Commercial), in consultation with the Portfolio Holder for Environment and Corporate Property, be delegated authority to take all operational decisions, including the award of contract, and any decisions necessary to complete building work and relocate existing stores.

Subject:	DOVER DISTRICT COUNCIL LOCAL DEVELOPMENT SCHEME
Meeting and Date:	Cabinet – 7 December 2020
Report of:	Lois Jarrett, Head of Planning, Regeneration and Development
Portfolio Holder:	Councillor Nicholas Kenton, Portfolio Holder for Planning and Regulatory Services
Decision Type:	Key
Classification:	Unrestricted

Purpose of the report:	To seek approval for the revised Local Development Scheme (LDS) dated December 2020.
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Recommendation:	That Cabinet resolves that the revised LDS attached at Appendix 1 is brought into immediate effect.
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1. Summary

- 1.1 The Planning and Compulsory Purchase Act 2004 (as amended) places a statutory duty on the Council to maintain an up-to-date Local Development Scheme (LDS). The revised LDS attached to this report (Appendix 1) would fulfil this requirement as it sets out the timetable for the production of the Council's Local Plan. Owing to the fact that it is a legal requirement, it is important that it is kept up-to-date to reflect the Council's progress and keep residents and key stakeholders informed.
- 1.2 This LDS supersedes the Council's previous LDS that was published in December 2020. It has been updated to take into account changes to the preparation, consultation and adoption of:
- District Local Plan; and
 - A number of Conservation Area Character Appraisals.

2. Introduction and Background

- 2.1 The LDS is a project plan that sets out the timetable for the production of new or revised Development Plan Documents that will form the Council's Local Plan. The LDS is required under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). The LDS must specify (among other matters) the documents that, when prepared, will comprise the Local Plan for the area. It must be made publicly available on the Council's website and be kept up-to-date to enable local communities and interested parties to keep track of progress. It is reviewed annually through the Council's Authority Monitoring Report (AMR).
- 2.2 It is important that the local community, businesses and others with an interest in the future planning of the District are aware of the planning documents that the Council intends to produce and the timescale for their preparation, consultation and adoption.

- 2.3 Although consultations on the District Local Plan will continue to be advertised and interested parties notified in accordance with the Council's adopted Statement of Community Involvement and the District Local Plan Engagement Strategy, the LDS provides information about when consultations are likely to happen.
- 2.4 The LDS is also a useful tool for establishing and reflecting the Council's priorities and enables work programmes to be set for the preparation of planning documents. It also provides a context for the review of planning documents once they have been prepared.
- 2.5 The Council's AMR has identified the need to update the LDS. The key updates in this LDS are set out below:

District Local Plan

- 2.6 The proposed timetable for the District Local Plan has been adjusted to allow for the additional time required to address the national lock down and social distancing measures put in place by the government this year, to try and contain the spread of the COVID-19 pandemic. The impact of the restrictions particularly constrained the ability of officers and consultants producing key evidence for the Local Plan, to conduct site surveys during the spring and summer of 2020. This subsequently delayed the production of key evidence documents that informed the drafting of site allocations and policies for the Councils Regulation 18 Local Plan consultation.
- 2.7 The timetable for the Local Plan now identifies that public consultation on the Regulation 18 Local Plan, the consultation required by Regulation 18 of the Town and Country Planning (Local Planning) Regulations 2012, will take place early in 2021. Whilst every effort will be made to progress the Local Plan, the timetable beyond Regulation 18 is, in part, dependent on how many representations are received and a number of external factors such as any changes to national policy and availability of the Planning Inspectorate to convene the Local Plan Examination.
- 2.8 A revised programme addressing these changes, and taking into account current resources in the team, is set out in the revised LDS.

Conservation Area Character Appraisals (CACA)

- 2.9 A considerable amount of progress has been made working with a range of local organisations to adopt CACAs (Kingsdown and Nelson Street, Upper Deal and Victoria Road & Wellington Road) with a number of others under preparation.
- 2.10 The proposed timetable for the production, consultation and adoption of the CACAs has been set out in the LDS.

Duty to Co-operate

- 2.11 The duty to cooperate was introduced in the Localism Act 2011 and is contained in the Planning and Compulsory Purchase Act 2004. It places a legal duty on local planning authorities, county councils in England and public bodies to engage constructively, actively and on an ongoing basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters.
- 2.12 The duty to cooperate is not a duty to agree. But local planning authorities should make every effort to secure the necessary cooperation on strategic cross boundary matters before they submit their Local Plans for examination.

2.13 Local planning authorities must demonstrate how they have complied with the duty at the independent examination of their Local Plan. If a local planning authority cannot demonstrate that it has complied with the duty then a Local Plan will not be able to proceed further in examination.

2.14 Given this, it will be necessary to ensure that this Council and the neighbouring Councils continue to meet on a bi-monthly basis to discuss any cross boundary issues. All of the duty to-co-operate meetings that have taken place with Officers during the year are reported in Chapter 7 in the Council's Authority Monitoring Report.

3. Identification of Options

3.1 To accept the changes to the revised LDS.

3.2 Not to accept the changes to the revised LDS.

4. Evaluation of Options

4.1 It is a legal requirement that local planning authorities prepare and maintain a LDS to update residents and key stakeholders of their progress in producing development plan documents and to inform them of when they will be consulted as part of the plan making process.

4.2 The attached Local Development Scheme (Appendix 1) has been prepared to meet the Council's obligation to maintain its LDS and it is considered to be necessary to update it now as the Local Plan revision process is progressing towards Regulation 18 consultation and local communities should be able to keep track of this progress. Given this, option 1 is preferred as it would ensure that the LDS is up to date and accurately reflects the work priorities of the Council in accordance with the Regulations.

5. Resource Implications

5.1 Once agreed by Cabinet, a copy of the LDS will be placed on the Council's website.

5.2 The cost of preparing the Local Plan, the associated evidence base and examination are currently included in the Special Projects programme. The total budgeted expenditure for the project is £285K as detailed in the revised General Fund budget and projects programmes approved by Council on 21st October 2020.

6. Climate Change and Environmental Implications

6.1 As this report is only seeking agreement for the revised timetable there are no specific Climate Change and Environmental Implications.

7. Corporate Implications

7.1 Comments from the Section 151 Officer: The Head of Finance and Investment has been consulted on this report and has no further comments to add.

7.2 Comments from the Planning Solicitor: The Planning Solicitor has been consulted in the preparation of this report and has no further comments to add.

7.3 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/section/149>

8. **Appendices**

Appendix 1 – Local Development Scheme, December 2020

Contact Officer: Stuart Watson, Senior Policy Officer - 42058.



Dover District
Local Development Scheme
December 2020



Dover District **Local Plan**
Supporting document



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1 Introduction

What is the Local Development Scheme

1.1 Dover District Council is required to prepare and maintain a Local Development Scheme (LDS) in accordance with the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011).

The scheme must specify:

- The local development documents which are to be development plan documents;
- The subject matter and geographical area to which each development plan document is to relate;
- Which development plan documents (if any) are to be prepared jointly with one or more other local planning authorities;
- Any matter or area in respect of which the authority have agreed (or propose to agree) to the constitution of a joint committee under section 29;
- The timetable for the preparation and revision of the development plan documents

Planning and Compulsory Purchase Act 2004 (Section 15)

1.2 The LDS is a project plan that sets out the timetable for the production of new or revised Development Plan Documents which will form the Council's Local Development Plan. This LDS supersedes the December 2020 LDS. It will be reviewed annually through the Authority Monitoring Report which can be found here: [Authority Monitoring Report](#)

Why do we need a Local Development Scheme

1.3 It is important that the local community, businesses and others with an interest in the future planning of the District are aware of the planning documents that we intend to produce and the timescale for their preparation, consultation and adoption.

1.4 Although consultations on the District Local Plan will continue to be advertised and interested parties notified in accordance with the Council's Statement of Community Involvement and the Local Plan Engagement Strategy, the LDS provides information about when consultations are likely to happen. The Statement of Community Involvement can be found here: [Statement of Community Involvement](#)

1.5 The LDS is also a useful tool for establishing and reflecting the Council's priorities and enables work programmes to be set for the preparation of planning documents. It also provides a context for the review of planning documents once they have been prepared.

What is the Development Plan

1.6 Local Planning Authorities are required to produce a Development Plan for their area. The Development Plan currently consists of:

- Dover District Core Strategy (2010);
- Dover District Land Allocations Local Plan (2015);

- Dover District Local Plan 2002 (saved policies);
- Worth Neighbourhood Development Plan (2015); and
- Kent Minerals and Waste Local Plan (2016)

1.7 The National Planning Policy Framework (NPPF) emphasises the need to involve all sections of the community in Plan-making. The Council also has a legal duty to consult residents and businesses when appropriate. Many individuals and organisations contribute to the preparation of planning documents. These are set out in the Council's Statement of Community Involvement (SCI) which explains how to become involved in decisions about plan-making and planning applications.

2 Local Policy Documents and Guidance

Existing Position

Statement of Community Involvement

2.1 The Statement of Community Involvement (SCI) sets out how, when and where the Council will consult with local and statutory stakeholders both during production of development plan documents, and within the development management function. The Council is required by law to produce a SCI and, once adopted, provisions that relate to plan-making become binding. The Statement of Community Involvement can be found here: [Statement of Community Involvement](#)

Core Strategy

2.2 The Core Strategy is the principal document in the Local Plan. It was adopted in February 2010 and contains the Council's vision and spatial strategy for the future development of the District for the period up to 2026. The Core Strategy allocates four strategic sites for housing and mixed use development, which are central to the success of the Plan. It also contains a separate section on Development Management Policies, which replaced some of the 'saved' Local Plan policies. These policies form part of the Development Plan and are used in the decision making process and would be reviewed and, where appropriate, replaced as part of Local Plan review.

Saved Dover District Local Plan Policies 2002

2.3 The Dover District Local Plan was adopted in 2002 and covered the period to 2006. In September 2007 the Secretary of State confirmed that a number of the existing Local Plan policies could be 'saved' until they are subsequently superseded by new or revised policies. All of 'saved' 2002 Local Plan policies would be reviewed and replaced as part of the Local Plan review.

Land Allocations Local Plan

2.4 The Land Allocations Local Plan was adopted by the Council in January 2015. Its primary purpose is to allocate land for development and to set out any issues or criteria that subsequent planning applications will need to address. In setting out what type of development is promoted where, the Plan provides local communities, landowners, developers and infrastructure providers a large degree of certainty about the future pattern of development in the District. Specific development proposals for the sites identified in the Plan will, however, need to gain planning permission before development can take place. Policies in the LALP would be reviewed and replaced as part of Local Plan review.

Worth Neighbourhood Development Plan

2.5 Regulations introduced by the Government in 2012 concerning neighbourhood planning make provision for Neighbourhood Development Plans, Neighbourhood Development Orders and Community Right to Build.

2.6 Worth Parish Council was the first Parish in the District to produce a Neighbourhood Plan and to go successfully through the referendum process. The Worth Neighbourhood Plan was made part of Council's Development Plan for Worth on the 28th January 2015. Policies in the Worth NP would be reviewed and where appropriate, replaced as part of Local Plan review as Worth Parish Council are not updating their Neighbourhood Plan.

The Kent Minerals and Waste Local Plan

2.7 The Kent Minerals and Waste Kent Plan (KMWLP) sets out the vision and strategy for mineral provision and waste management in Kent to the year 2030. It contains a number of minerals and waste development management policies for evaluating planning applications and considers strategic site provisions. The KMWLP was adopted by the County Council in July 2016.

Authority Monitoring Report

2.8 The Council publishes this document at the end of each year. The report monitors the effectiveness of planning policies and proposals, and records progress with meeting the milestones identified in the LDS. Further information on the Authority Monitoring Report (AMR) is available here: [Authority Monitoring Report](#)

Local Plan Evidence Base

2.9 A robust evidence base was prepared to support the planning policies in the Core Strategy and Land Allocations Local Plan. This is published in the form of background documents. Further information on the Council's current evidence base is available here: [Evidence Base](#)

2.10 The Local Plan evidence base is being updated as part of the Local Plan review - see section 'Development Plan Documents Under Preparation'.

The Policies Map

2.11 The Council has to have an adopted Policies Map in the Local Plan which needs to be updated when Development Plan Documents are adopted.

Supplementary Planning Documents

2.12 Supplementary Planning Documents (SPDs) should be prepared only where necessary and in line with the National Planning Policy Framework. They should build upon and provide more detailed advice or guidance on the policies in the Local Plan. They should not add unnecessarily to the financial burdens on development. Regulations 11 to 16 of the Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for producing Supplementary Planning Documents. In exceptional circumstances a Strategic Environmental Assessment may be required when producing a Supplementary Planning Document.

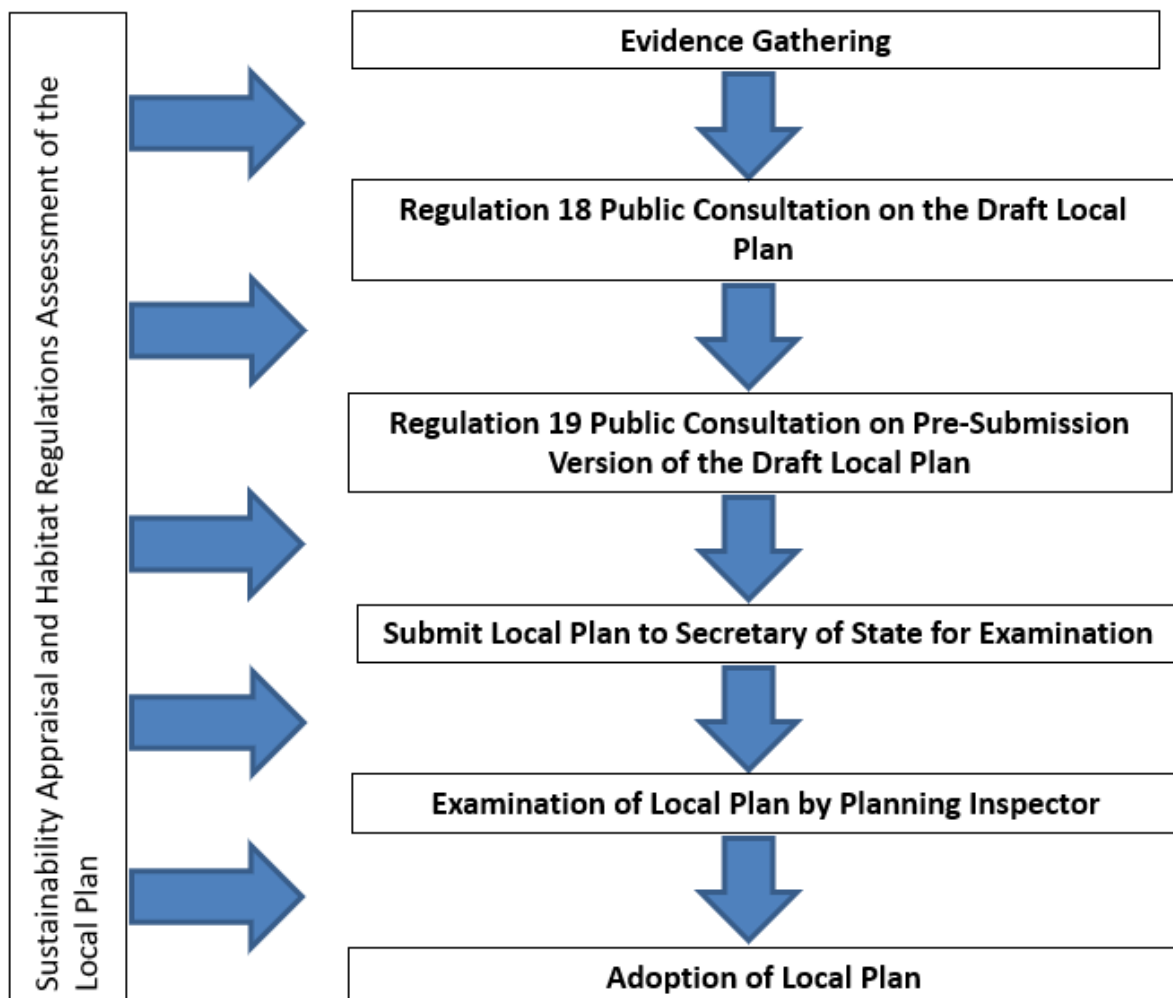
2.13 The Council has prepared a number of SPDs and SPGs are these are available here: [Planning Guidance](#)

3 Development Planning Documents Under Preparation

District Local Plan Review

3.1 The policies in the Adopted Core Strategy (CS) predate and in some case are not compliant with the NPPF/PPG as they were prepared when the Regional Spatial Strategy (RSS) was in place. At the time of preparing the CS the Council made a specific policy decision to not repeat policies in the RSS or the Government's Planning Policy Guidance which were in force at the time. This means that as part of a District Local Plan Review it will be important to carefully consider whether there is a need for any locally distinct policies for example, policies on design. A comprehensive review will need to be undertaken all of the policies in the CS/LALP along with the 'saved' 2002 Local Plan policies in order to update and amalgamate them into one set of policies that is compliant with current Government policy and practice.

3.2 The Local Plan would have the added advantage that all of the Development Management Policies could be consolidated into one single Local Plan which would make it easier for Members, the general public/developers/Town/Parish Councils to understand the planning policy framework that operates in the District.



3.3 The new timetable for the production and consultation of the District Local Plan Review is set out in Chapter 3.

Pre-Publication Stage (Regulation 18)

3.4 This Initial stage involves extensive evidence gathering, engaging with the local community, businesses and stakeholders on emerging issues and options, consulting with statutory environmental consultees on the scope of the sustainability appraisal, and infrastructure providers with regards to the development options.

Publication of Submission Draft local Plan (Regulation 19)

3.5 There would be public consultation on the Submission version of a Local Plan and would take place at the next stage of the Local Plan making process (Regulation 19) prior to the submission of the Local Plan to the Secretary of State for an independent Examination.

Submission and Examination of the Local Plan (Regulation 22)

3.6 Following Regulation 19 stage, the next stage is for the council is to formally submit the draft Local Plan and evidence base to the Planning Inspectorate for examination on behalf of the Secretary of State. An independent Planning Inspector will assess the Plan against the tests of soundness contained in the NPPF, taking account of any representations (comments) received.

Adoption

3.7 If the Plan is found to be 'Sound', the Council can adopt the Plan as soon as practicable following receipt of the Inspector's report, unless the secretary of State intervenes. Once adopted the Local Plan will form the main part of the statutory development plan for the District.

Evidence Base

3.8 In order to withstand close scrutiny at an Examination, the Local Plan Review needs to be based on proportionate and up-to-date relevant evidence about the economic, social and environmental characteristics and prospects of the District. The Evidence Base can be found here: [Evidence Base](#)

Sustainability Appraisal and Habitat Regulations Assessment

3.9 A Sustainability Appraisal (SA) incorporating Strategic Environmental Assessment (SEA) is a legal requirement for certain plans and proposals including the District Local Plan and Neighbourhood Plans. This ensures that social, economic and environmental considerations are taken fully into account at every stage of the process for preparing Development Plan Documents. Alongside the SA, a Habitat Regulations Assessment (HRA) considers the potential effects of a Plan on the protected wildlife habitats in the Natura 2000 network, Special Areas of Conservation (SACs), Special Protection Areas (SPAs) and Ramsar areas.

3.10 The timetable for the production and consultation of the SA and HRA is set out in Chapter 3.

Local Development Documents

3.11 The Dover District Heritage Strategy reviewed and updated (September 2020) acknowledges that most of the districts 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.

3.12 A Conservation Area Character Appraisal (CACA) should consider what features make a positive or negative contribution to the significance of the conservation area, thereby identifying opportunities for beneficial change, or the need for further planning control. This information will be helpful to those considering investment in an area, and can be used to guide and inform new development. Character appraisals also have a wider application as educational and informative documents for the local community. There is a requirement under the Planning (Listed Buildings and Conservation Areas) Act 1990, for local planning authorities to review their conservation areas and to formulate and publish proposals for their preservation and enhancement. A CACA considers what features contribute to the historic and architectural character and appearance of the conservation area, and helps to identify opportunities for beneficial change or the need for further planning control, for example through the use of Article 4 directions.

3.13 A considerable amount of progress has been made working with a range of local organisations to adopt CACAs (Kingsdown and Nelson Street, Upper Deal and Victoria Road & Wellington Road) with a number of others under preparation.

3.14 The proposed timetable for the production, consultation and adoption of the CACAs has been set out in the LDS.

Neighbourhood Development Plans

3.15 The Localism Act 2011 enables local communities to produce Neighbourhood Plans to support development in their area. If the Plans are adopted by the Council they will have the same weight as other Development Plan documents for the District.

3.16 The first stage in producing a Neighbourhood Plan is to designate a Neighbourhood Area. Whilst seven areas have been designated, only Ash has reached Regulation 16 publication of a plan (the stage before submission of the plan for examination) and two (Dover Town and Langdon) are currently progressing with work on their Neighbourhood Plans.

3.17 Whilst the Council is not responsible for the production of Neighbourhood Plans and therefore no timetable can be included in the LDS for them, officers need to explore with the Town/Parish Councils that have a designated Neighbourhood Area if there are any issues holding back the progression of their Neighbourhood Plans and offer assistance where appropriate.

3.18 The Council will monitor the progress of Neighbourhood Plans in the District through the AMR and sets out in the SCI how it will help neighbourhood plan-making bodies.

Monitoring

3.19 The Council will continue to review the effectiveness of its planning policies and evidence base annually through the AMR.

Duty to Co-operate

3.20 The duty to cooperate was created in the Localism Act 2011, and amends the Planning and Compulsory Purchase Act 2004. It places a legal duty on local planning authorities, county councils in England and public bodies to engage constructively, actively and on an ongoing basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters.

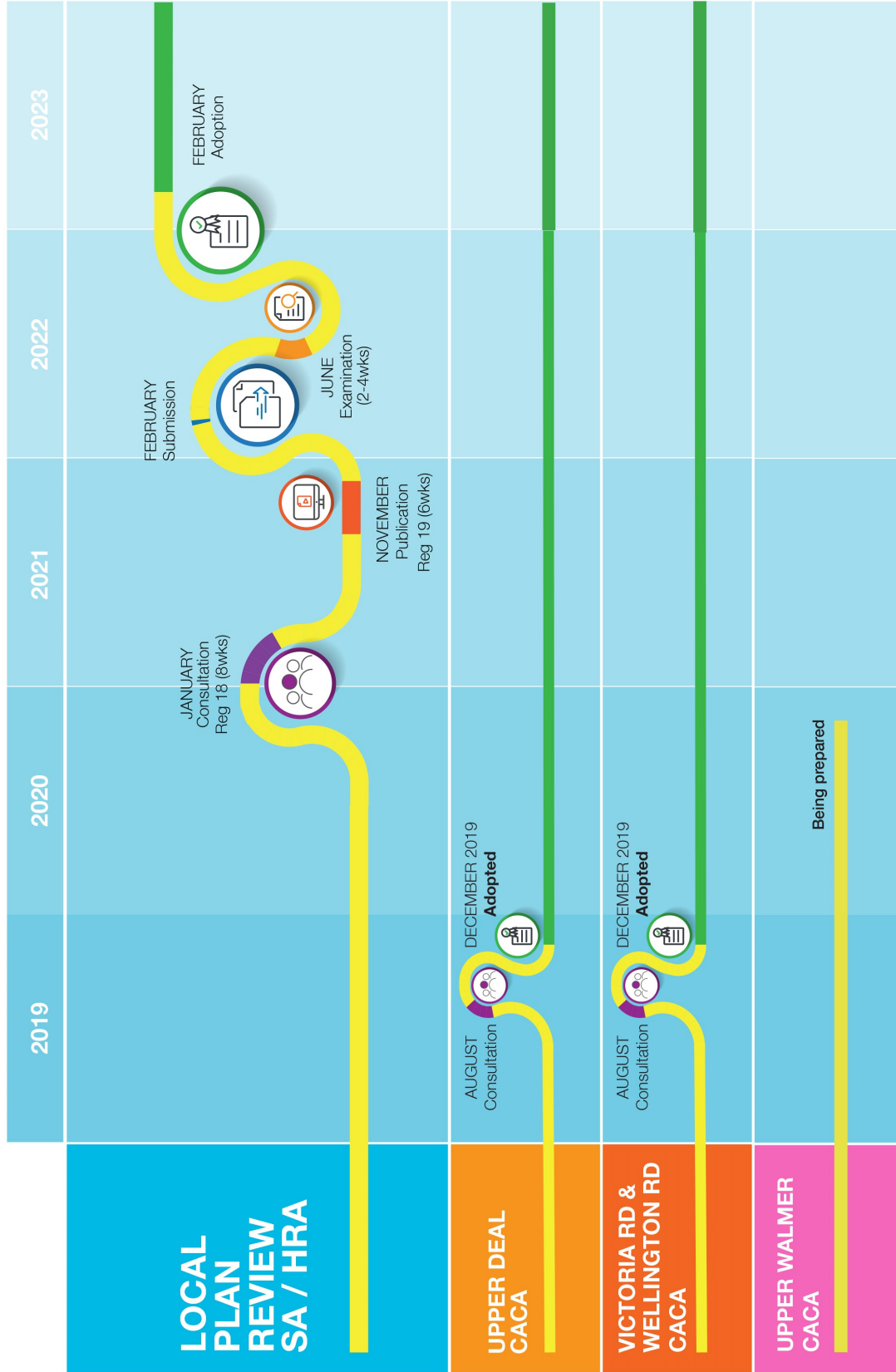
3.21 The duty to cooperate is not a duty to agree. But local planning authorities should make every effort to secure the necessary cooperation on strategic cross boundary matters before they submit their Local Plans for examination.

3.22 Local planning authorities must demonstrate how they have complied with the duty at the independent examination of their Local Plans. If a local planning authority cannot demonstrate that it has complied with the duty then the Local Plan will not be able to proceed further in examination.

3.23 Local planning authorities will need to satisfy themselves about whether they have complied with the duty. As part of their consideration, local planning authorities will need to bear in mind that the cooperation should produce effective and deliverable policies on strategic cross boundary matters.

3.24 The various meetings that have taken place in connection with the duty to cooperate are recorded annually in the Council's AMR which is available on the DDC website.

4 Timetable for the Preparation of Future Planning Documents



Picture 4.1

Subject:	LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 – HACKNEY CARRIAGE FARE TARIFF: REQUEST FOR INCREASE
Meeting and Date:	Cabinet – 7 December 2020
Report of:	Diane Croucher, Head of Regulatory Services
Portfolio Holder:	Councillor Nigel Collor, Portfolio Holder for Transport, Licensing and Community
Decision Type:	Key Decision
Classification:	Unrestricted

Purpose of the report: To consider the proposal submitted by the Cinque Ports Hackney Carriage Federation to increase the maximum Hackney Carriage tariff within the Dover District.

Recommendation: That Cabinet:

1. Approves the table of fares presented by the Cinque Ports Hackney Carriage Federation.
2. Delegates authority to the Head of Regulatory Services, in consultation with the Portfolio Holder for Transport, Licensing and Community, to consider any objections received during the formal statutory consultation period and take all necessary steps to bring the table of fares into operation.

1 Summary

- 1.1 The fixing of maximum fare levels in respect of hackney carriages is a statutory function of the District Council under the provisions of Section 65, Local Government (Miscellaneous Provisions) Act 1976.
- 1.2 The formal statutory procedure for varying the fares requires the Council to publish a notice containing the proposed variation table in at least one local newspaper and specify a period of not less than 14 days from the first publication of the notice during which time objections to the variation can be made. If no objections are received, the table of fares will come into operation on the expiration of the 14 day period.
- 1.3 In the event of any objections being received, the Authority must consider those objections before bringing the table of fares into operation. The date on which the table of fares comes into operation, with or without modification, shall be not less than 2 months after the date on which it would have come into operation if no objections were received or if objections had been withdrawn.
- 1.4 The current hackney carriage table of fares came into force in January 2012, and is shown at **Appendix A**.

- 1.5 The Licensing Section received a proposal for a revised table of fares from the Cinque Ports Hackney Carriage Federation. This was due to go to Cabinet on 6 April 2020 to request a preliminary non-statutory consultation exercise to be undertaken in advance of invoking the formal procedures identified in paragraphs 1.1 – 1.3 above.
- 1.6 Due to the Covid 19 pandemic and subsequent lockdown, this request was unable to go to Cabinet on 6 April 2020. In order to avoid any further delays, the non-statutory consultation was approved by the Leader of the Council on 20 August 2020.
- 1.7 The non-statutory consultation took place between 31 August 2020 – 28 September 2020.
- 1.8 No representations were received during the consultation period.

2 Introduction and Background

- 2.1 The current tariff has been in place since 2012 (8 years without review). The Cinque Ports Hackney Carriage Federation approached the licensing authority to review the tariff. They presented a proposed revised table of fares (shown at **Appendix B**). They also presented various pieces of background information which can be found at **Appendix C**.
- 2.2 The latest information shown in the October 2020 issue of The Private Hire and Taxi Monthly, lists Dover District Council as having the 167th highest taxi tariff in the country. Canterbury is ranked 84th highest, Ashford 78th, Folkestone & Hythe 133rd and Thanet 294th, out of a total of 363 authority areas (**Appendix D**).
- 2.3 The tariff presented would be the maximum that can be charged, allowing hackney proprietors to charge less if they wish.
- 2.4 The last proposal that was submitted by Dover Federation of Licensed Taxi Operators was considered to be confusing for the public, so a simpler version was requested. This proposal is considered to be more transparent and easier for consumers to understand as there is an increase on the start rate on all tariffs.

3 Identification of Options

Two options have been identified.

- 3.1 **Option 1** is to approve the proposed table of fares put forward by the Cinque Ports Hackney Carriage Federation and to facilitate the formal procedure of adoption, with authority to consider any objections received during the statutory consultation period delegated to the Head of Regulatory Services in consultation with the Portfolio Holder for Transport, Licensing and Community.
- 3.2 **Option 2** is to reject the proposed table of fares put forward by the Cinque Ports Hackney Carriage Federation and retain the existing table of fares.

4 Evaluation of Options

- 4.1 **Option 1** – Preferred option
The current tariff has been in place for 8 years without review. The proposal put forward is considered and transparent, so no confusion by the consumer is foreseen. There is no doubt that the running costs of a licensed vehicle have increased over the 8 year period since the last rise in fares. In addition, no representations were received during the informal consultation.

4.2 **Option 2** – There is no doubt that the hackney carriage fares should be reviewed after 8 years, as the running costs of a licensed vehicle have increased. The rejection of this proposal is therefore not the preferred option.

5. **Resource Implications**

None.

6. **Climate Change and Environmental Implications**

The proposer of the hackney tariff fare increase has sited that one of the reasons for the increase is to support the introduction of lower or no emission vehicles (see Appendix C). Therefore it is anticipated that some of the increase in fares would be used to finance the higher cost of such vehicles.

7. **Corporate Implications**

7.1 Comment from the Finance Officer: Accountancy have been consulted and have no further comments.

7.2 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.

7.3 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/section/149>

8. **Appendices**

Appendix A – Current tariff

Appendix B – Proposed table of fares put forward by the Cinque Ports Hackney Carriage Federation with summary

Appendix C - Presentation provided by the Dover Federation of Licensed Taxi Operators

Appendix D – PHTM figures for October 2020

Background Papers

None.

Contact Officer: Rebecca Pordage, Licensing Team Leader x2229



Hackney Carriage Table of Fares 1.1.12 onwards

Applies to all journeys within the District Boundary and to journeys outside the District Boundary unless agreed otherwise between driver and hirer prior to the hiring.

TARIFF 1

For hiring commenced between 06:00 hrs and 12 Midnight each day

- ❖ For the first 400 yards or 1 minutes and 20 seconds **£3.30**
- ❖ For each succeeding 117 yards or 23.5 seconds thereafter or a combination of both. **£0.10**

TARIFF 2

For hiring commenced between 12 midnight and 06:00 hrs each day, Statutory Holidays and Bank Holidays (excluding Christmas and New Year):

- ❖ For the first 400 yards or 1 minute and 20 seconds **£4.95**
- ❖ For each succeeding 117 yards or 23.5 seconds thereafter or a combination of both. **£0.15**

TARIFF 3

For hiring commenced between 18:00 hrs Christmas Eve and 06:00hrs 27 December and between 18:00 hrs New Year's Eve and 06:00 hrs 2 January:

- ❖ For the first 400 yards or 1 minutes 20 seconds **£6.60**
- ❖ For each succeeding 117 yards or 23.5 seconds thereafter or a combination of both **£0.20**

EXTRAS

- ❖ For Hiring on Sundays **£1.00**
- ❖ For each article of luggage **£0.20**
- ❖ For each person in excess of one **£0.20**

MPV's that carry more than 4 passengers 50% of the above tariffs (1,2,3)

ADVERSE WEATHER CONDITIONS

During adverse weather conditions, defined as when the Stagecoach Bus Company withdraw their services due to adverse weather, the tariffs relating to distance and waiting time are increased by 50 per cent

SOILING CHARGE

- ❖ To cover cleaning and loss of income, where the interior of the vehicle is soiled (at the discretion of the driver) not exceeding **£50.00**

Proposal for Hackney Carriage Tariff

TARIFF 1 ; For hiring commenced 0600 hrs and 12 Midnight each day

For the first 400 yards or 1 minute 20 seconds £3.40

For each succeeding 103.5 yards or 17 seconds £0.10

Thereafter a combination of both

TARIFF 2 ; For hiring commenced 12 Midnight and 0600 hrs each day

For the first 400 yards or 1 minute 20 seconds £5.10

For each succeeding 103.5 yards or 17 seconds £0.15

Thereafter a combination of both

TARRIFF 3 ; For hiring commenced 1800 hrs Christmas Eve and 0600 hrs 27 December + between 1800 hrs New Year`s Eve and 0600 hrs 2nd January

For the first 400 yards or 1 minute 20 seconds £6.80

For each succeeding 103.5 yards or 17 seconds £0.20

Thereafter a combination of both

EXTRAS

MPVs when carrying over 4 passengers + 50% of the above tariffs (1,2,3)

(no change)

Hirings on Sundays, Statutory Holidays and Bank Holidays £1.00

(excluding Christmas and New Year`s Eve)

(previously this charge was for Sundays only, bank holidays were included in tariff 2)

For each article of luggage £0.20

(no change)

For each person in excess of one £0.20

(no change)

ADVERSE WEATHER CONDITIONS

During adverse weather conditions defined as when the Stagecoach bus company withdraw their services due to adverse weather, tariffs relating to distance and waiting time are increased by 50%

(no change)

SOILING CHARGE

To cover cost of cleaning and loss of income where the interior of a vehicle is soiled (at the discretion of the driver)

Not exceeding £50

(no change)

WAITING TIME

Tariff 1	35p per minute	£21.00 per hour
Tariff 2	52.5p per minute	£31.50 per hour
Tariff 3	70p per minute	£42.00 per hour

Cost per mile

T1 - Start £3.40 inc 400 yards or 1min 20 sec waiting plus drop rate making the first mile = £4.70

Mile 2 & subsequent miles would be (drop rate =10p every 103.5 yards or 17 secs) = £1.70

T2 - Start £5.10 inc 400 yards or 1min 20 sec waiting plus drop rate making the first mile = £7.05

Mile 2 & subsequent miles would be (drop rate =15p every 103.5 yards or 17 secs) = £2.55

T3 - Start £6.80 inc 400 yards or 1min 20 sec waiting plus drop rate making the first mile = £9.40

Mile 2 & subsequent miles would be (drop rate =20p every 103.5 yards or 17 secs) = £3.40

Lyndon Martinez
[REDACTED]

Dover District Council
Licensing Committee
c/o 'Paul James
Licensing Enforcement Officer
Council Offices
White Cliffs Business Park,
Whitfield, Dover CT16 3PJ

28th January 2020

Re: Review of the Hackney Carriage Fare Scale

I am writing in response to a request made by Paul James, Licensing Enforcement Officer today for further supporting evidence for the Licensing Committee to consider an increase in the Hackney Carriage Fare Scale at their next meeting. The last increase I understand was in 2012.

I fully support an increase in the Hackney Carriage Fare Scale due to the following cost factors:-

- Increase in petrol / diesel prices;
- Retail Price Index (RPI);
- Cost of insurance;
- Servicing costs;
- Bring into line with neighbouring council fares;
- Support the introduction of lower or no emission vehicles.

With regard to the current fees, Dover District Council's fee of £6.00 based upon a two-mile journey is rated 163 out of a listed 363 local authorities (as of 28th January 2020). Last year's position was 143 out of 363. The comparison with respects to other Kent Councils:

No.	2 Mile Fare	Council
1	£7.20	Tunbridge Wells
2	£7.10	Dartford
3	£7.06	Sevenoaks
4	£7.00	Tonbridge & Malling
5	£6.80	Swale
6	£6.70	Gravesham
7	£6.60	Medway
8/9	£6.50	Maidstone
8/9	£6.50	Ashford
10	£6.40	Canterbury
11	£6.20	Folkestone and Hythe
12	£6.00	Dover
13	£5.40	Thanet

Please refer to Private Hire and Taxi monthly fare league tables at <https://www.phtm.co.uk/taxi-fares-league-tables>

According to the AA Fuel Price report (December 2019):

Unleaded prices have dropped 1.1p, from 126.6 p/litre last month to 125.5 p/litre now

Diesel prices have dropped 0.8p from 130.4 p/litre to 129.6 p/litre

The price difference between diesel and unleaded has increased to 4.1 p/litre

“London and the South East have recorded the highest price for unleaded at 126.5 p/litre. Northern Ireland has recorded the lowest price for unleaded at 123.2 p/litre. The South East has recorded the highest diesel price at 130.8 p/litre. Northern Ireland has the cheapest diesel at 126.9 p/litre”

Compare this to the January 2016 report (the latest AA fuel report available online)

“Unleaded prices have dropped 2.2p from 104.4ppl to 102.2 ppl. Diesel prices have fallen back 5.1p from 107.7 ppl to 102.6 ppl”.

Please refer to the AA fuel report (December 2019) <http://www.theaa.com/driving-advice/driving-costs/fuel-prices>

According to the latest data from the MoneySupermarket car insurance premiums rose steeply in the fourth quarter of 2019. The rise of 6.56% in the 3 months to December took the average cost from £472 to £523, however MoneySupermarket reports that year on year there has been a decline with typical premiums at the end of 2018 were at £527.

It should be noted that the figures are general car insurance are not specific to taxi insurance premiums. No such reliable data is available however my own experience is that premiums have increased significantly.

The report can be accessed here <https://www.moneysupermarket.com/car-insurance/price-comparison-index/>

According to the Office for National Statistics, RPI over the last 12 months stands at 2.2% (December to December).

Yours sincerely,



Lyndon Jon Martinez
On behalf of Cinque Ports Hackney Carriage Federation

Hire Price is the minimum charge for the first distance

Hire Price	yards	Unit price	the unit price times by the units per mile increases the fare										
			1 mile	2 mile	3 mile	4 mile	5 mile	6 mile	7 mile	8 mile	9 mile	10 mile	
2007	2.50	0.10	14 units to mile	1.40	2.80	4.20	5.60	7.00	8.40	9.80	11.20	12.60	14.00
2008	3.00	0.10	15 units to mile	1.50	3.00	4.50	6.00	7.50	9.00	10.50	12.00	13.50	15.00
2012	3.30	0.10	15 units to mile	1.50	3.00	4.50	6.00	7.50	9.00	10.50	12.00	13.50	15.00
2019	3.30	0.10	15 units to mile	1.50	3.00	4.50	6.00	7.50	9.00	10.50	12.00	13.50	15.00
2019	3.40	0.10	17 units to mile	1.70	3.40	5.10	6.80	8.50	10.20	11.90	13.60	15.30	17.00
			103.5 yards	13.30%	13.30%	13.30%	13.30%	13.30%	13.30%	13.30%	13.30%	13.30%	13.30%

2008 to 2019 = 11 years with no fare increase
 13.3% divide by 11 years = 1.2% a year

Hackney Carriage Authorised Fares – October 2014

Mileage **TARIFF 1**

(i) For any journey up to 220 yards (201 metres) £2:60

(ii) For each additional 98 yards (89.61 metres) 10p

Mileage **TARIFF 2**

For hiring's commenced between 11pm and 7 am Monday to Friday and from 11pm Saturday until 07.00 Monday.

From 6 pm until 11pm on **Christmas Eve** and 6pm and 11pm on 31 December and Bank Holidays

..... **Tariff 1 plus 50%**

Mileage **TARIFF 3**

For hiring's commenced between 11pm on Christmas Eve until 7 am on 27 December and from 11 pm on 31 December until 7 am

on 2 January **Tariff 1 plus 100%**

EXTRA CHARGES (All three Tariffs)

Waiting/Loading Time

For each period of 3 minutes or uncompleted part thereof (£20 per hour) £1:00

INTERNAL FOULING TO A MAXIMUM OF..... £100

Please note that any passenger fouling the vehicle is liable to civil action by the driver for loss of earnings through the civil court.

ADDITIONAL PASSENGERS AND LUGGAGE

That an additional charge of 20p be made for passengers in excess of one. (Two children below the age of 12 years to be counted as one adult). 20p be charged for every article of luggage or part thereof carried inside and outside the passenger compartment.

It is an offence for the proprietor or driver of a Hackney Carriage to demand or take a fare greater than that as authorised above.

Any complaints about this vehicle or driver should be made in writing giving full details and sent to the Deputy Head of Neighbourhood Services, Canterbury City Council, Military Road, Canterbury CT1 1YW

Douglas Rattray
Head of Safer Neighbourhoods
f08shackfares.doc



10p DROPS

CANTERBURY

mile £1-79

EXTRAS

20p Person
20p LUGGAGE

ASHFORD BOROUGH COUNCIL: AUTHORISED FARES FOR HACKNEY CARRIAGES 2018/19

Fares for distance or time: Rate 1	£
If the distance does not exceed 680 yards, for the whole distance or for the first 216 seconds of waiting time	2.80
For each subsequent 166.7 yards or uncompleted part thereof	0.20
Or for each subsequent period of 52.9 seconds of waiting time or uncompleted part thereof	0.20
Fares for certain times and days: Rate 2	
a) For each hire commenced between 12 midnight and 7 am	1½ x Rate 1
b) For each hire undertaken on GOOD FRIDAY, EASTER MONDAY, MAY DAY, SPRING BANK HOLIDAY, SUMMER BANK HOLIDAY or any other specifically declared Bank Holiday only.	1½ x Rate 1
Fares for certain times and days: Rate 3	
c) For each hire undertaken on a CHRISTMAS DAY, BOXING DAY or NEW YEAR'S DAY	2 x Rate 1
When the holiday charge (b) or (c) is payable the Night Charge (a) is NOT payable.	

Guide to Average Expected Fares for Journey Lengths

2 Miles - £6.40
5 Miles - £12.60
10 Miles - £23.20

Further charges & information detailed overleaf

EXTRAS - up to a maximum of £1.20	
(a) for each person (excluding infants in arms) carried in excess of two persons (two children under 10 years of age count as one person) irrespective of distance.	0.20
Note: For the purposes of counting the number of persons that the vehicle is licensed to carry, children under 10 years of age should each be counted as a person. A babe in arms should not be counted as a person.	
(b) for each article of luggage conveyed outside the passenger compartment of the carriage	0.05
(c) for perambulators	0.05
(d) for dogs	0.10

Rates calculated by time

When the hirer expresses his desire to engage a hackney carriage by time, then the rate of fare shall be calculated by time, such rate or fare being agreed in advance.

Journeys outside Council's area

Fares to destinations outside the Ashford Borough area may be negotiated prior to commencement of the journey, but the fare charged must not exceed the above tariff. If no such agreement is reached then the meter fare only must be charged.

Complaints

Any Complaints about this vehicle should be made to the Licensing Authority, Ashford Borough Council, Civic Centre, Tannery Lane, Ashford, Kent, TN23 1PL

Further charges & information detailed overleaf

20p DROPS

ASHFORD £2.12 mile

EXTRAS

20p	PERSON
5p	LUGGAGE
5p	PERAMBULATORS
10p	DOGS

METERED AREA 2008

First Mile	£4.20	Per Mile	£1.50	Outside Area	£1.60	<i>Note! These Prices Are Advisory With The Aim Of Uniformity And Fairness</i>	
Town		Dover			Town		Dover
Adisham	£23	£22.60			Deal	£17	£16.80
Alkham	£11	£10.80			Densole	£17	£17.48
Ash	£25	£24.90			Denton	£19	£18.90
Ashford	£37	£37.32			Dover		£0.00
Aylesham	£20	£20.40			Dymchurch	£36	£36.20
Barham	£20	£19.56			East Grinstead	£126	£126.44
Bath	£319	£319.08			Eastbourne	£114	£114.44
Bethersden	£49	£49.00			Eastry	£18	£17.85
Betteshanger	£17	£17.10			Elham	£23	£23.40
Bexhill	£93	£93.16			Elvington	£15	£15.45
Birchington	£38	£37.64			Ewell Minnis	£11	£11.10
Bognor Regis	£198	£197.96			Eythorne	£13	£12.90
Bridge	£25	£24.68			Faversham	£43	£42.92
Brighton	£168	£167.56			Folkestone	£16	£16.36
Broadstairs	£37	£36.52					
Bromley	£110	£110.44			Gillingham	£73	£72.52
Cambridge	£198	£198.12			Gravesend	£89	£89.16
Canterbury	£31	£30.60			Guildford	£154	£154.12
Canterbury (Univ)	£34	£34.12					
Capel	£11	£11.40			Hastings	£84	£83.88
Charing	£46	£46.28			Hawkinge	£15	£14.92
Chatham	£78	£77.96					
Chelmsford	£144	£143.88					
Cheriton	£17	£16.68			Herne Bay	£42	£41.64
Chilham	£36	£36.36			Hythe	£23	£22.60
Clacton on Sea	£207	£206.60			Kingsdown	£13	£13.35
Colchester	£184	£183.56			Langdon (East)	£8	£7.95
Coventry	£292	£292.20			Langdon (West)	£13	£12.90
Crawley	£134	£133.64			Lewes	£175	£174.76
Dartford	£104	£103.72			Littlebourne	£31	£30.76

METERED AREA 2008

First Mile	£4.20	Per Mile	£1.50	<i>Note! These Prices Are Advisory With The Aim Of Uniformity And Fairness</i>			
Town		Dover			Town		Dover
Littlestone	£43	£43.08			Sevenoaks	£95	£94.92
Lowestoft	£286	£286.44			Sheerness	£77	£77.48
Luton	£193	£193.32			Shepherswell	£14	£13.80
Lydd	£47	£47.40			Sittingbourne	£54	£53.64
Lydden	£10	£10.20			Southampton	£241	£241.00
Lydden Circuit	£14	£14.25			Southend	£144	£143.56
Lyminge	£31	£30.60			St Albans	£171	£170.92
Maidstone	£67	£66.92			St Margarets Bay	£11	£11.25
Manston	£33	£32.68			St Margarets Village	£10	£9.90
Margate	£37	£37.16			Staplehurst	£79	£79.24
Minster	£32	£31.56			Studdal (east)	£13	£13.35
New Romney	£42	£41.64			Sturry	£33	£32.52
Newhaven	£186	£185.96			Tenterden	£57	£56.68
Nonington	£22	£21.75			Tilbury	£123	£122.60
Northampton	£250	£250.12			Tilmanstone	£16	£15.60
Orpington	£108	£107.72			Tonbridge	£97	£97.00
Oxford	£232	£231.56			Tonbridge Wells	£107	£106.76
Peterborough	£254	£253.80			Walmer	£14	£14.25
Portsmouth	£226	£226.12			Warminster	£279	£279.40
Ramsgate	£33	£32.68			Watford	£181	£181.32
Reading	£202	£202.28			Westgate	£39	£39.24
Reigate	£122	£121.64			Whitstable	£41	£41.48
Ringwold	£12	£11.85			Winchester	£223	£223.08
Rochester	£78	£78.28			Wingham	£26	£25.50
Rye	£65	£64.84			Woolage	£20	£19.88
Salisbury	£253	£253.32			Worth	£20	£19.65
Saltwood	£26	£25.80			Worthing	£182	£181.80
Sandgate	£20	£19.88			Wye	£41	£41.16
Sandwich	£22	£22.35			Yeovil	£326	£325.80
Sellinge	£29	£29.00					

METERED AREA 2012

First Mile	£4.50	Per Mile	£1.50	Outside Area	£1.60	<i>Note! These Prices Are Advisory With The Aim Of Uniformity And Fairness</i>	
Town		Dover			Town	Dover	
Adisham	£23	£22.90			Deal	£17	£17.10
Alkham	£11	£11.10			Densole	£18	£17.78
Ash	£25	£25.20			Denton	£19	£19.20
Ashford	£38	£37.62			Dover		£0.00
Aylesham	£21	£20.70			Dymchurch	£37	£36.50
Barham	£20	£19.86			East Grinstead	£127	£126.74
Bath	£319	£319.38			Eastbourne	£115	£114.74
Bethersden	£49	£49.30			Eastry	£18	£18.15
Betteshanger	£17	£17.40			Elham	£24	£23.70
Bexhill	£93	£93.46			Elvington	£16	£15.75
Birchington	£38	£37.94			Ewell Minnis	£11	£11.40
Bognor Regis	£198	£198.26			Eythorne	£13	£13.20
Bridge	£25	£24.98			Faversham	£43	£43.22
Brighton	£168	£167.86			Folkestone	£17	£16.66
Broadstairs	£37	£36.82					
Bromley	£111	£110.74			Gillingham	£73	£72.82
Cambridge	£198	£198.42			Gravesend	£89	£89.46
Canterbury	£31	£30.90			Guildford	£154	£154.42
Canterbury (Univ)	£34	£34.42					
Capel	£12	£11.70			Hastings	£84	£84.18
Charing	£47	£46.58			Hawkinge	£15	£15.22
Chatham	£78	£78.26					
Chelmsford	£144	£144.18					
Cheriton	£17	£16.98			Herne Bay	£42	£41.94
Chilham	£37	£36.66			Hythe	£23	£22.90
Clacton on Sea	£207	£206.90			Kingsdown	£14	£13.65
Colchester	£184	£183.86			Langdon (East)	£8	£8.25
Coventry	£293	£292.50			Langdon (West)	£13	£13.20
Crawley	£134	£133.94			Lewes	£175	£175.06
Dartford	£104	£104.02			Littlebourne	£31	£31.06

METERED AREA 2012

First Mile	£4.50	Per Mile	£1.50	<i>Note! These Prices Are Advisory With The Aim Of Uniformity And Fairness</i>			
Town		Dover		Town	Dover		
Littlestone	£43	£43.38		Sevenoaks	£95	£95.22	
Lowestoft	£287	£286.74		Sheerness	£78	£77.78	
Luton	£194	£193.62		Shepherswell	£14	£14.10	
Lydd	£48	£47.70		Sittingbourne	£54	£53.94	
Lydden	£11	£10.50		Southampton	£241	£241.30	
Lydden Circuit	£15	£14.55		Southend	£144	£143.86	
Lyminge	£31	£30.90		St Albans	£171	£171.22	
Maidstone	£67	£67.22		St Margarets Bay	£12	£11.55	
Manston	£33	£32.98		St Margarets Village	£10	£10.20	
Margate	£37	£37.46		Staplehurst	£80	£79.54	
Minster	£32	£31.86		Studdal (east)	£14	£13.65	
New Romney	£42	£41.94		Sturry	£33	£32.82	
Newhaven	£186	£186.26		Tenterden	£57	£56.98	
Nonington	£22	£22.05		Tilbury	£123	£122.90	
Northampton	£250	£250.42		Tilmanstone	£16	£15.90	
Orpington	£108	£108.02		Tonbridge	£97	£97.30	
Oxford	£232	£231.86		Tonbridge Wells	£107	£107.06	
Peterborough	£254	£254.10		Walmer	£15	£14.55	
Portsmouth	£226	£226.42		Warminster	£280	£279.70	
Ramsgate	£33	£32.98		Watford	£182	£181.62	
Reading	£203	£202.58		Westgate	£40	£39.54	
Reigate	£122	£121.94		Whitstable	£42	£41.78	
Ringwold	£12	£12.15		Winchester	£223	£223.38	
Rochester	£79	£78.58		Wingham	£26	£25.80	
Rye	£65	£65.14		Woolage	£20	£20.18	
Salisbury	£254	£253.62		Worth	£20	£19.95	
Saltwood	£26	£26.10		Worthing	£182	£182.10	
Sandgate	£20	£20.18		Wye	£41	£41.46	
Sandwich	£23	£22.65		Yeovil	£326	£326.10	
Sellinge	£29	£29.30					

**TABLE
COLOUR CODE**

RISE IN 2020

RISE IN 2019

RISE IN 2018

RISE IN 2017

RISE IN 2016

RISE IN 2015

RISE IN 2014

RISE IN 2013

RISE IN 2012

RISE IN 2011

RISE IN 2010

RISE IN 2008

RISE IN 2007

NO SET FARE

The Bryan Roland Memorial

NATIONAL HACKNEY FARES TABLE OCTOBER 2020

POSITION	TARIFF ONE COUNCIL/AIRPORT	TWO MILE FARE	POSITION	TARIFF ONE COUNCIL	TWO MILE FARE	POSITION	TARIFF ONE COUNCIL	TWO MILE FARE
1	LONDON (HEATHROW)	£11.40	66	HIGH PEAK	£6.60	131	ROCHFORD	£6.20
2	LUTON AIRPORT	£9.20	67	MEDWAY	£6.60	132	RUNNEMEDE	£6.20
3	EPSOM & EWELL	£8.60	68	MORAY (x)	£6.60	133	FOLKESTONE & HYTHE	£6.20
4	LONDON	£8.60	69	NORTH HERTS	£6.60	134	NORTH EAST LINCOLNSHIRE	£6.20
5	WATFORD (x)	£8.40	70	NORWICH	£6.60	135	SOLIHULL	£6.20
6	KERRIER	£7.60	71	SCARBOROUGH	£6.60	136	SOUTHAMPTON	£6.20
7	GUILDFORD	£7.60	72	SHETLAND ISLES	£6.60	137	SPELTHORNE	£6.20
8	JERSEY	£7.43	73	SOUTH CAMBRIDGE	£6.60	138	ST ALBANS	£6.20
9	BOURNEMOUTH	£7.40	74	SOUTH GLOUCESTER	£6.60	139	STRATFORD ON AVON	£6.20
10	BRIGHTON & HOVE	£7.40	75	EAST SUFFOLK (NORTH)	£6.60	140	TAUNTON DEANE	£6.20
11	CHELTENHAM	£7.40	76	NORTH DEVON	£6.55	141	TEIGNBRIDGE	£6.20
12	MID SUSSEX	£7.40	77	DURHAM COUNTY COUNCIL	£6.50	142	WEST OXFORD	£6.20
13	CARRICK	£7.30	78	ASHFORD	£6.50	143	WINCHESTER	£6.20
14	BATH & NORTH EAST SOMERSET	£7.20	79	HUNTINGDONSHIRE	£6.50	144	WYCOMBE	£6.20
15	CHELMSFORD	£7.10	80	MAIDSTONE	£6.50	145	CENTRAL BEDFORDSHIRE	£6.13
16	READING	£7.20	81	SOUTH SOMERSET	£6.50	146	ABERDEENSHIRE	£6.10
17	TUNBRIDGE WELLS	£7.20	82	WORTHING	£6.50	147	CARDIFF	£6.10
18	DARTFORD	£7.10	83	BRISTOL	£6.40	148	CLACKMANNAN	£6.10
19	GUERNSEY	£7.10	84	CANTERBURY	£6.40	149	EAST HERTS	£6.10
20	MOLE VALLEY	£7.10	85	HEREFORD (COUNTY OF)	£6.40	150	ELMBRIDGE	£6.10
21	PENWITH	£7.10	86	CREWE & NANTWICH	£6.40	151	FYLDE	£6.10
22	SEVENOAKS	£7.06	87	EAST HAMPSHIRE	£6.40	152	NEW FOREST	£6.10
23	EAST LOTHIAN	£7.00	88	HARLOW	£6.40	153	NORTH WARWICK	£6.10
24	HERTSMERE	£7.00	89	HASTINGS	£6.40	154	SOUTH AYRSHIRE	£6.10
25	POOLE	£7.00	90	IPSWICH	£6.40	155	TAMWORTH	£6.10
26	STROUD	£7.00	91	LEEDS	£6.40	156	SELBY	£6.06
27	TONBRIDGE & MALLING	£7.00	92	LINCOLN	£6.40	157	CHARNWOOD	£6.05
28	WILTSHIRE	£7.00	93	MALVERN HILLS	£6.40	158	SCOTTISH BORDERS	£6.05
29	RESTORMEL	£6.95	94	MID SUFFOLK	£6.40	159	ABERDEEN CITY	£6.00
30	EASTBOURNE	£6.90	95	NORTH KESTEVEN	£6.40	160	BASILDON	£6.00
31	HARROGATE	£6.90	96	OXFORD	£6.40	161	BOSTON	£6.00
32	VALE OF WHITE HORSE	£6.90	97	PURBECK	£6.40	162	BRACKNELL FOREST	£6.00
33	WEALDON	£6.90	98	RUSHMOOR	£6.40	163	BROXTOWE	£6.00
34	WEYMOUTH & PORTLAND	£6.90	99	SHEFFIELD	£6.40	164	CARMARTHENSHIRE	£6.00
35	ADUR	£6.80	100	SOUTHEND ON SEA	£6.40	165	CASTLE POINT	£6.00
36	CARADON	£6.80	101	SOUTH LAKELAND	£6.40	166	CONWY	£6.00
37	CHRISTCHURCH	£6.80	102	STEVENAGE	£6.40	167	DOVER	£6.00
38	COLCHESTER	£6.80	103	SURREY HEATH	£6.40	168	EAST AYRSHIRE	£6.00
39	EAST DEVON	£6.80	104	TENDRING	£6.40	169	EAST LINDSEY	£6.00
40	FIFE	£6.80	105	WAVERLEY	£6.40	170	GLOUCESTER	£6.00
41	GRAVESHAM	£6.80	106	WOKING	£6.40	171	GREAT YARMOUTH	£6.00
42	HART (x)	£6.80	107	WOKINGHAM	£6.40	172	GWYNEDD	£6.00
43	NORTH CORNWALL	£6.80	108	NEWARK & SHERWOOD	£6.32	173	ISLE OF WIGHT	£6.00
44	NOTTINGHAM	£6.80	109	BLACKBURN	£6.30	174	KETTERING	£6.00
45	SEDGEMOOR	£6.80	110	BURY	£6.30	175	KINGS LYNN & WEST NORFOLK	£6.00
46	SWALE	£6.80	111	COTSWOLD (y)	£6.30	176	LUTON	£6.00
47	WEST BERKSHIRE	£6.80	112	COVENTRY	£6.30	177	MILTON KEYNES	£6.00
48	YORK	£6.80	113	DACORUM	£6.30	178	NORTH DORSET	£6.00
49	EDINBURGH	£6.75	114	ISLE OF MAN	£6.30	179	PLYMOUTH	£6.00
50	NUNEATON & BEDWORTH	£6.75	115	LEWES	£6.30	180	PRESTON	£6.00
51	TORBAY	£6.75	116	PEMBROKESHIRE	£6.30	181	RYEDALE	£6.00
52	CHESTER	£6.70	117	SOUTH HOLLAND	£6.30	182	SLOUGH	£6.00
53	CRAWLEY	£6.70	118	FOREST OF DEAN	£6.27	183	SOUTH HAMS	£6.00
54	EASTLEIGH	£6.70	119	MIDLOTHIAN	£6.22	184	SOUTH TYNESIDE	£6.00
55	ROTHER	£6.70	120	ARGYLL & BUTE	£6.20	185	STOCKPORT	£6.00
56	SWINDON	£6.70	121	BIRMINGHAM	£6.20	186	TAMESIDE	£6.00
57	HARBOROUGH	£6.68	122	BRAINTREE	£6.20	187	TEST VALLEY (x)	£6.00
58	TORRIDGE	£6.62	123	CHICHESTER	£6.20	188	THREE RIVERS	£6.00
59	ARUN	£6.60	124	DAVENTRY	£6.20	189	THURROCK	£6.00
60	BASINGSTOKE & DEANE	£6.60	125	DERBY	£6.20	190	VALE OF GLAMORGAN	£6.00
61	BRENTWOOD	£6.60	126	EAST CAMBRIDGESHIRE	£6.20	191	WARWICK	£6.00
62	CAMBRIDGE CITY	£6.60	127	HORSHAM	£6.20	192	WEST DORSET	£6.00
63	EAST DORSET	£6.60	128	MENDIP	£6.20	193	WEST LINDSEY	£6.00
64	EXETER	£6.60	129	NORTHAMPTON	£6.20	194	WIRRAL	£6.00
65	GLASGOW	£6.60	130	PORTSMOUTH UA	£6.20	195	DARLINGTON	£5.95

POSITION	TARIFF ONE	TWO MILE FARE
	COUNCIL	
196	BABERGH	£5.90
197	BASSETLAW	£5.90
198	BROXBORNE	£5.90
199	DUDLEY	£5.90
200	KINGSTON-UPON-HULL	£5.90
201	MANCHESTER	£5.90
202	NORTHUMBERLAND	£5.90
203	TANDBRIDGE	£5.90
204	WALSALL	£5.90
205	CALDERDALE	£5.85
206	TEWKSBURY	£5.85
207	BLACKPOOL	£5.80
208	BRIDGEND	£5.80
209	BROMSGROVE	£5.80
210	CARLISLE	£5.80
211	EAST KILBRIDE (x)	£5.80
212	FAREHAM	£5.80
213	FLINTSHIRE	£5.80
214	HAVANT	£5.80
215	HIGHLAND (x)	£5.80
216	LANCASTER	£5.80
217	LEICESTER	£5.80
218	NEWCASTLE-UPON-TYNE	£5.80
219	NORTH LINCOLNSHIRE	£5.80
220	NORTH NORFOLK	£5.80
221	NORTH TYNESIDE	£5.80
222	ORKNEY (x)	£5.80
223	REIGATE & BANSTEAD	£5.80
224	RUGBY	£5.80
225	RUTHERGLEN (x)	£5.80
226	SOUTH RIBBLE	£5.80
227	TRAFFORD	£5.80
228	UTTLESFORD	£5.80
229	WEST SOMERSET	£5.80
230	WEST SUFFOLK	£5.80
231	WINDSOR & MAIDENHEAD	£5.80
232	WORCESTER	£5.80
233	WYRE	£5.80
234	YNS MON	£5.80
235	CHESTERFIELD	£5.75
236	DONCASTER	£5.75
237	ANGUS	£5.70
238	CANNOCK CHASE	£5.70
239	GEDLING	£5.70
240	MID DEVON	£5.70
241	MONMOUTHSHIRE	£5.70
242	NORTH SOMERSET	£5.70
243	RENFREWSHIRE	£5.70
244	STIRLING (x)	£5.70
245	SWANSEA	£5.70
246	WELWYN HATFIELD	£5.70
247	DUNDEE CITY	£5.66
248	BRECKLAND	£5.60
249	DENBIGHSHIRE	£5.60
250	GOSPORT	£5.60
251	HINCKLEY & BOSWORTH	£5.60
252	LIVERPOOL	£5.60
253	NEWPORT	£5.60
254	NORTH WEST LEICESTER	£5.60
255	RICHMONDSHIRE	£5.60
256	RUSHCLIFFE	£5.60
257	SANDWELL	£5.60
258	SOUTH BUCKINGHAM	£5.60
259	EAST SUFFOLK (SOUTH)	£5.60
260	SUNDERLAND	£5.60

POSITION	TARIFF ONE	TWO MILE FARE
	COUNCIL	
261	WEST LOTHIAN (x)	£5.60
262	WOLVERHAMPTON (x)	£5.60
263	WREXHAM	£5.60
264	CHERWELL	£5.56
265	NEWCASTLE-UNDER-LYME	£5.55
266	DUMFRIES & GALLOWAY	£5.50
267	EAST DUNBARTONSHIRE	£5.50
268	EAST STAFFORDSHIRE	£5.50
269	EDEN	£5.50
270	EPPING FOREST	£5.50
271	EREWASH	£5.50
272	FALKIRK	£5.50
273	HAMBLETON	£5.50
274	MERTHYR TYDFIL	£5.50
275	OLDHAM	£5.50
276	SHROPSHIRE	£5.50
277	STAFFORD	£5.50
278	TORFAEN	£5.50
279	CEREDIGION	£5.46
280	NEATH PORT TALBOT	£5.46
281	SALFORD	£5.46
282	ALLERDALE	£5.45
283	BARNSELY	£5.40
284	BARROW IN FURNESS	£5.40
285	CAERPHILLY	£5.40
286	CHILTERN	£5.40
287	DUNBARTON & VALE OF LEVEN (x)	£5.40
288	ELLESMERE PORT	£5.40
289	MACCLESFIELD	£5.40
290	NORTHERN IRELAND	£5.40
291	PERTH & KINROSS	£5.40
292	POWYS	£5.40
293	ROTHERHAM	£5.40
294	THANET	£5.40
295	WYCHAVON	£5.40
296	MANSFIELD	£5.35
297	INVERCLYDE	£5.34
298	BLABY	£5.30
299	BRADFORD	£5.30
300	CRAVEN (x)	£5.30
301	EAST RENFREW	£5.30
302	FENLAND (x)	£5.30
303	LICHFIELD	£5.30
304	MELTON	£5.30
305	NORTH AYRSHIRE	£5.30
306	REDDITCH	£5.30
307	RIBBLE VALLEY	£5.30
308	SOUTH KESTEVEN	£5.30
309	SOUTH LANARKSHIRE (Clydesdale)	£5.30
310	ST HELENS	£5.30
311	VALE ROYAL	£5.30
312	WIGAN	£5.30
313	WYRE FOREST	£5.30
314	BEDFORD	£5.26
315	AMBER VALLEY	£5.20
316	BLAENAU GWENT	£5.20
317	BOLTON	£5.20
318	CLYDEBANK	£5.20
319	EAST RIDING	£5.20
320	HALTON	£5.20
321	HAMILTON (x)	£5.20
322	KNOWSLEY	£5.20
323	RHONDDA CYNON TAF	£5.20
324	STAFFS MOORLANDS	£5.20
325	WAKEFIELD	£5.20

POSITION	TARIFF ONE	TWO MILE FARE
	COUNCIL	
326	WARRINGTON	£5.20
327	CHORLEY	£5.10
328	CONGLETON	£5.10
329	GATESHEAD	£5.10
330	SEFTON	£5.10
331	SOUTH STAFFORDSHIRE	£5.10
332	COPELAND	£5.00
333	EAST NORTHANTS	£5.00
334	KIRKLEES	£5.00
335	NORTH EAST DERBYSHIRE	£5.00
336	NORTH LANARKSHIRE	£5.00
337	PETERBOROUGH	£5.00
338	ROCHDALE	£5.00
339	ROSSENDALE	£5.00
340	SOUTH NORTHANTS	£5.00
341	STOKE-ON-TRENT UA	£4.95
342	CORBY	£4.90
343	TELFORD & WREKIN	£4.90
344	WELLINGBOROUGH	£4.90
345	WESTERN ISLES (x)	£4.85
346	ASHFIELD	£4.80
347	DERBYSHIRE DALES	£4.80
348	HARTLEPOOL	£4.80
349	HYNDBURN	£4.70
350	WEST LANCASHIRE	£4.70
351	BOLSOVER	£4.60
352	BURNLEY	£4.50
353	REDCAR & CLEVELAND	£4.50
354	STOCKTON ON TEES	£4.50
355	OADBY & WIGSTON	£4.40
356	PENDLE	£4.40
357	AYLESBURY VALE	£4.30
358	MIDDLESBROUGH	£4.30
359	MALDON	£
360	RUTLAND	£
361	SOUTH DERBYSHIRE	£
362	SOUTH NORFOLK	£
363	SOUTH OXFORDSHIRE	£

Councils in positions 359-363 do not impose a tariff for their hackney carriages and instead the individual vehicle charges an agreed fare prior to the journey.

**NATIONAL AVERAGE
TWO MILE HACKNEY FARE
TARIFF ONE
IS NOW £6.00**

PLEASE NOTE

With increases to tariffs in the last month to Bury, East Devon and Chelmsford amongst others, the average two mile fare is now £6. Where an (x) appears by a listing, it refers to the fact that a fare update has been passed by the council, but the price of our two-mile fare has not increased.

In the case of Cotswold where a (y) appears alongside the listing, the (y) refers to a fare update but one in which the fare has decreased for a two mile tariff.

TABLE COLOUR CODE

RISE IN 2020
RISE IN 2019
RISE IN 2018
RISE IN 2017
RISE IN 2016
RISE IN 2015
RISE IN 2014
RISE IN 2013
RISE IN 2012
RISE IN 2011
RISE IN 2010
RISE IN 2008
RISE IN 2007
NO SET FARE

**The Bryan Roland Memorial
NATIONAL HACKNEY FARES TABLE OCTOBER 2020**

Subject:	REFURBISHMENT AND EXTERNAL REDECORATION OF THE TIMEBALL TOWER, DEAL
Meeting and Date:	Cabinet – 7 December 2020
Report of:	Roger Walton, Strategic Director (Operations and Commercial)
Portfolio Holder:	Councillor Oliver Richardson, Portfolio Holder for Environment and Corporate Property
Decision Type:	Non-Key
Classification:	Unrestricted

Purpose of the report:	To seek authority to refurbish the Timeball mechanism and redecorate the Timeball Tower externally.
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Recommendation:	<p>To confirm agreement for the works required at the Timeball Tower to proceed using the £80,000 allocation in the Medium-Term Financial Plan.</p> <p>To authorise the Strategic Director (Operations and Commercial), in consultation with Portfolio Holder for Environment and Corporate Property, to take all necessary actions, including but not limited to the awarding of contracts, to deliver the works that are the subject of this report.</p>
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1. Summary

- 1.1 The provision of £80,000 identified in the current Medium Term Financial Plan will be used to refurbish the Timeball mechanism. The tower will also be redecorated externally.
- 1.2 The Timeball mechanism is not currently operating as it is no longer safe to do so (due to corrosion). Draw down of funds is requested now so that DDC can have the Timeball and its mechanism removed in advance of the harshest winter weather to help prevent further deterioration.

2. Introduction and Background

- 2.1 The historic and listed Deal Timeball Tower, owned by Dover District Council, is one of only a handful worldwide with a functioning Timeball mechanism. The building is run successfully as an award-winning museum.
- 2.2 The Timeball Tower was constructed in 1820 as a semaphore tower with a semaphore mast at the top, used to signal to ships at anchor in the Downs and ships passing through the English Channel. It was also used by the coastguard to pass information along the coast for the purposes of suppressing smuggling. In 1855 the Timeball mechanism was added by the Astronomer Royal, George Airy. The Timeball, which is similar to the Greenwich time ball was designed to fall at 1 pm precisely, triggered by an electronic signal transmitted along the telegraph lines of the South Eastern Railway Company.

- 2.3 Although owned by Dover District Council the Timeball Tower is run as a museum and visitor attraction by the Deal Museum Trust and its local volunteers. Fascinating exhibits about the history of the tower and its use for navigation aid, the fight against smuggling, signalling and the mechanics of the Timeball together with a warm welcome led to the award of a Tripadvisor Certificate of Excellence in 2019.
- 2.4 Due to its coastal location without regular maintenance both the Timeball mechanism and the exterior of the tower deteriorate rapidly. The condition of the mast which supports the Timeball mechanism, the mechanism itself and the exterior of the tower warrants immediate intervention as further delay will see the speed of deterioration and resulting damage accelerate. The rendered exterior has cracked leading to water ingress and the Timeball mast has corroded to the extent that engineers working for the Trust advised this summer that it was no longer safe to operate the Timeball. Further delay will see the speed of deterioration and resulting damage accelerating with the inevitable result of not only significantly increased future repair costs but also avoidable damage to a grade II listed building. See photos in Appendix A.
- 2.5 It makes sense financially to address both elements in the same project because the arrangement means scaffolding is required just once. Similarly, the cost of tendering the work, site set up costs and other overheads can be shared.
- 2.6 Deal Museum Trust have stated publicly and have posted on its web site that “The mast replacement will be a significant cost which we will share with DDC” and have asked supporters to contribute. To date the Trust have raised approximately £5k, which will go toward funding the Timeball works.
- 2.7 Assuming that Cabinet gives authority to proceed, work to remove the Timeball mechanism and mast will commence immediately in order to remove any risk of structural failure and prevent further corrosion over winter. The main works will then be tendered with delivery of the project due in Spring 2021.
- 2.8 As the building is grade II listed the proposed works have been reviewed to determine whether planning permission and/or Listed Building Consent is required. Records show that the original 1855 mast was replaced in the 1940’s following war damage and that mast was again replaced following storm damage in the 1950’s. The current mast, though not of historic fabric, is integral to the understanding of the function of the Timeball Tower and is therefore a highly significant feature of the listed building. As the works do not affect historic fabric it is an officer level view that they can be considered a repair which does not require consent, however it is necessary that an exact replica is reinstated to ensure that the special interest of the listed building is protected.

3. Identification of Options

- 3.1 Option 1: To do nothing
- 3.2 Option 2: For the repairs to be given approval to proceed

4. Evaluation of Options

- 4.1 Option 1: To do nothing. Whilst cancelling the project would reduce pressure on the capital programme the consequences would mean that avoidable damage to the fabric of a grade II listed building occurs. The draw for visitors will diminish since the heart of the museum is the working time ball. It will also cause upset to a hard-

working, successful and dedicated local trust team. This is not the recommended course of action.

- 4.2 Option 2: To approve the proposed repairs. Proceeding with the maintenance works now will avoid escalated costs in the future. It will conserve the historic fabric and will ensure that Timeball mechanism continues to operate drawing visitors to this award-winning museum. This is the recommended course of action.

5. **Resource Implications**

- 5.1 It is proposed to use the £80k provision in the current Medium Term Finance Plan (along with funding currently in the region of £5k obtained by the Deal Museum Trust). There are no revenue implications.

6. **Climate Change Implications**

7. The maintenance nature of this project together with the listed building status means that there is little opportunity to introduce specific climate change mitigations. Timely intervention now will alleviate more extensive repairs later. The specification will seek to avoid the unnecessary use of plastics and seek to employ renewable materials wherever possible, provided that they produce the required performance and durability. The tendering process includes weighting towards local businesses, which is likely to have the effect of reducing the overall emissions from the transport associated with the project.

8. **Corporate Implications**

- 8.1 Comment from the Section 151 Officer: Members are reminded that the Council's revenue and capital resources are under pressure and so they will wish to assure themselves that all proposals progress the Council's priorities, are the best option available and will deliver value for money. (DL)

- 8.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.

- 8.3 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/section/149>

- 8.4 Other Officers (as appropriate):

9. **Appendices**

Appendix A (Photos showing deterioration)

10. **Background Papers**

None.

Contact Officer: David Parish (Principal Design Services Officer) - x2433

Appendix A – Photographs showing deterioration



Subject:	HOUSING STOCK COMPLIANCE
Meeting and Date:	Cabinet – 7 December 2020
Report of:	Roger Walton, Strategic Director (Operations and Commercial)
Portfolio Holder:	Councillor Derek Murphy, Portfolio Holder for Housing and Health
Decision Type:	Non-Key Decision
Classification:	Unrestricted

Purpose of the report: To update Cabinet on the current position in relation to the compliance status of the Council’s housing stock.

- Recommendation:**
1. That Cabinet notes the contents of this report, which relates to the statutory health & safety compliance matters associated with managing the housing stock, as well as the actions being taken to verify the accuracy of compliance data.
 2. That Cabinet approves the adoption of a single set of compliance performance data, which will be reported to each body that has oversight of compliancy and agrees that the relevant performance data is the latest data set reported to the Regulator for Social Housing.
-

1. Summary

- 1.1 This is the second monthly compliance report since the housing service reverted to the direct control of Dover District Council from East Kent Housing on 1st October 2020 The report outlines: progress towards creating the requisite reliable compliance management and reporting framework; establishing accurate raw data: and reporting performance based on this verified data.
- 1.2 The report also seeks cabinet approval to adopt a single set of compliance performance data that informs each body having oversight. The importance of getting compliance right means that much time and effort is being devoted to improving the situation and performance levels are very much in a state of flux. Since a number of bodies have oversight, each scrutinising performance on different dates, unless a single set of data is being scrutinised there is much potential both for confusion about the actual performance and for time and effort being wasted in coming to a shared understanding of the position. The relevant performance data will be the latest data reported to the Regulator for Social Housing until such times as the Regulator ceases to be involved, at which point an agreed alternative data set will be reported on.
- 1.3 The report draws attention to the features and constraints of the reporting system in order that members have a deeper understanding of the significance of the data being reported. In particular, the reporting figures can only indicate performance at a specific moment in time. Compliance is dynamic because individual certificates

expire, necessitating retesting. Also, of note are the current increased volatility of performance data, resulting from the inherited lack of robust data and the risks associated with reporting performance figures derived from inaccurate or incomplete data.

2. Introduction and Background

2.1 This is the second monthly compliance report since the housing service reverted to the direct control of Dover District Council from East Kent Housing. The first report was considered by cabinet on 9th November 2020 and outlined the state of the compliance data shared with Dover District Council by East Kent Housing on 5th October. That report also stressed the importance of establishing a master data base, which for Dover District Council is the Strategic Asset Management (SAM) system, a module of the Northgate Housing System. That report also emphasised the importance of thorough interrogation of the base data in order to verify accuracy, a substantial piece of work.

2.2 This report outlines subsequent progress towards creating the requisite reliable compliance management and reporting framework, establishing accurate raw data and reporting performance based on this verified data.

3. Compliance Management and Reporting Framework.

3.1 Robust policy documents, including those concerning compliance, were drawn up by Pennington Choices on behalf of the four authorities as part of the recovery plan associated with the joint voluntary undertaking to the Regulator for Social Housing. These were adopted by Dover District Council on 1st June 2020. However, an effective compliance regime relies on those managing the system to have the tools at their disposal to implement the policies. Hence since November 9th work has been undertaken to create a Compliancy Data Management and Data Storage Manual document which will be used by everyone delivering compliancy. The first draft was produced on 11th November. The manual translates the policies into a working document for officers that describes the scope of each compliance area, the data that needs to be collected for that particular compliance area, why this data is necessary, how and where the data is stored and the measures needed to verify the data. The act alone of writing the manual focusses minds on the processes and procedures involved and acts as a tool for uncovering and rectifying any weakness in the system.

3.2 The involvement of the Regulator for Social Housing initially involved a joint voluntary undertaking by East Kent Housing and the four local authorities, which underpinned the recovery programme. Following the transfer of responsibilities on 1st October each authority is in the process of agreeing individual undertakings with the Regulator. Draft undertakings have been submitted and early indications are that these satisfy the Regulator. Part of the undertaking concerns the requirement for the emerging systems to be exposed to independent audits, designed to ensure that past weaknesses and flaws have been eradicated and that there is a plan and programme to remediate legacy compliance issues. At the heart of the audit will be robust testing of compliance data management and the knowledge of those using that data.

4. Establishing Accurate Raw Data

4.1 The paramount importance of complete, accurate data in ensuring all properties are safe has been recognised by both members and officers. It is a top priority to verify data as quickly as possible. Members understandably wish to be in possession of performance data at the earliest opportunity but there are risks of individual

appliances/properties being missed from the testing regimes if the drive to report performance takes precedence over establishing a comprehensive, accurate reporting regime.

4.2 The performance monitoring reports will contain entries for all areas of compliance but actual figures will be reported only where the data has been verified. Elsewhere the returns will simply state 'data not verified'. This approach gives members the information they need to challenge progress with respect to the verification process as well as accurate performance figures on compliance areas where verification has been completed.

4.3 As reported to cabinet on November 9th good progress has been made with verifying data and it is now possible to commence reporting reliably on the performance of some areas of compliance

5. **Compliance Performance**

5.1 The compliance performance figures are attached at appendix 1. These figures relate to performance as at 2nd November 2020 of note is the performance in relation to Landlord's Gas Safety Certificates since this was the initial area of concern with respect to the management of compliance by East Kent Housing.

6. **Identification of Options**

6.1 **Option 1:** Cabinet notes the contents of the report and approves the adoption of a single set of compliance performance data.

6.2 **Option 2:** Cabinet notes the contents of the report but does not approve the adoption of a single set of compliance performance data.

7. **Evaluation of Options**

7.1 **Option 1:** Adoption of a clear set of performance data to be scrutinised, understood by all relevant bodies reduces, perhaps even eliminates, the risk of confusion and the resultant avoidable activity to bring clarity. **This is the recommended option.**

7.2 **Option 2:** This option has potential for performance data to cause confusion not only hampering effective scrutiny but also creating unnecessary tension between the various bodies with oversight of the housing compliance. **It is not recommended.**

Resource Implications

7.3 This report appertains to the current compliance position hence there are no direct resource implications. Compliance is at the heart of the wider management of the service and the resources needed to manage compliance have been included with the housing asset team structure.

8. **Climate Change Implications**

8.1 The compliance report does not have an impact, either negative or positive, on climate change. Where actions are taken to improve compliance, these will be reviewed on a case by case basis with one of the goals being to reduce carbon emissions as much as is practically possible.

9. **Corporate Implications**

- 9.1 Comment from the Section 151 Officer: Accountancy have been consulted and have no further comments to add (BW)
- 9.2 Comment from the Solicitor to the Council. “The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make”.
- 9.3 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/section/149> (KM)
- 9.4 Comment from the Climate Change & Energy Conservation Officer: “The Climate Change & Energy Conservation Officer has been consulted and has no further comments to add”.
10. **Appendices**
- Appendix 1 Compliance Performance Table
11. **Background Papers**
- Cabinet report CAB45 of 9th November 2020

Contact Officer: Martin Leggatt – Head of Assets and Building Control

A key component of the transfer of the housing service to DDC was the migration of the raw data pertaining to each property. This data was made available by EKH at the beginning of October. Early interrogation of the data by DDC staff uncovered discrepancies that rendered the previous performance reporting to the regulator as unreliable. Accurate data is a pre-requisite of a fit for purpose performance reporting system. Hence DDC has, on this occasion, only reported the figures which it has had time to verify. DDC has prioritised verification of data in order to provide full performance reporting to the regulator at the earliest opportunity.

Compliance Workstream	Total Stock / Blocks	Total incl Sub Block	Stock / Blocks Not Applicable	Stock / Blocks Applicable	Number Compliant	Current Number Non-Compliant	% Compliant 29/07/20	% Compliant 09/09/20	% Compliant 08/10/20	% Compliant 02/11/20	Direction of Travel	Notes
ASBESTOS												
Communal tests required	259	329					100%	100%	Not Verified	Not Verified		
Domestic tests required	4314						34%	34%	Not Verified	Not Verified		
ELECTRICAL												
Communal areas with valid EICR	259		125	134	111	23	100%	100%	83%	93.43%		There are 9 missing certificates for blocks and these have been referred to NRT
Domestic properties with valid EICR	4314			4314	1907	2408	19%	22%	44%	46.45%		Performance has improved as the figures now include EICRs that are not on Corgi
FIRE RISK ASSESSMENTS												
Fire Risk Assessments required	259	329	96	233	228	5	99.55%	98.00%	98%	98.00%		Order has been placed with DDS for the 5 expired FRAs and also the 40 expiring in November - dates booked & template has been agreed
FRA works arising*							60%	66%	Not Verified	70.29% Included in figure above		Checking APL completed works against Pyramid
FRA non- works arising							96%	98%	Not Verified			Propose we just use 'all works' above
EMERGENCY LIGHTING												
Emergency Lighting valid tests	259	329	193	136	133	3	100%	100%	98%	100%		All Certificates now received
SMOKE DETECTORS												
Properties with Smoke Detectors	4314						99%	99%	Not Verified	Not Verified		Still checking this Data, aim to be in a position to have data next month
FIRE ALARMS												
Fire Alarms tested	259	329	213	116	116	0	100%	100%	100%	100%		Data has been verified and block numbers and sub block numbers have been adjusted to reflect the stock
GAS SAFETY												
Communal boilers with valid LGSR				20	20	0	100%	100%	100%	100%		Data has been verified
Domestic properties with an LGSR	4314		307	4007	4006	1	99%	100%	99.90%	99.97%		Data has not been adjusted by the 1 property sold 61 St Barts Road- notified to GCS
NON GAS Properties												
Heating Non LGSR Compliance	4314		4007	307	190	117	49%	49%	62%	63.19%		Data has been verified and stock numbers adjusted to reflect those owned and not requiring an LGSR
LIFT INSTALLATIONS												
Communal passenger lifts	259	254		6 lifts (5 locations)	6	0	100%	100%	100%	100%		Data has been verified
LEGIONELLA												
Legionella Risk Assessments required	259	329					92%	100%	Not Verified	100%		Data verified , 5-15 Jubilee Road being re assessed to clarify if checks are needed, order placed for the 4 risk assessments that will expire November
Works arising*							220.00		Not Verified	Not Verified		Still checking this Data, aim to be in a position to have data next month

DOVER DISTRICT COUNCIL

NON-KEY DECISION

EXECUTIVE

CABINET – 7 DECEMBER 2020

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>
Rough Sleeping Capital Bid Funding	3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Cable Car Feasibility	3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)

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

Document is Restricted