

# Public Document Pack



Democratic Services  
White Cliffs Business Park  
Dover  
Kent CT16 3PJ

Telephone: (01304) 821199  
Fax: (01304) 872453  
DX: 6312  
Minicom: (01304) 820115  
Website: [www.dover.gov.uk](http://www.dover.gov.uk)  
e-mail: [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk)

2 July 2021

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **OVERVIEW AND SCRUTINY COMMITTEE** will be held in the Council Chamber at these Offices on Monday 12 July 2021 at 6.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Rebecca Brough, Democratic & Corporate Services Manager on 01304 872304 or by e-mail at [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk).

Yours sincerely

A handwritten signature in black ink, appearing to read "Nancy", written over a white background.

Chief Executive

## Overview and Scrutiny Committee Membership:

C D Zosseder (Chairman)  
P M Brivio (Vice-Chairman)  
M Bates  
T A Bond  
S C Manion  
M Rose  
R S Walkden  
P Walker  
H M Williams  
Vacancy

## AGENDA

1 **APOLOGIES** (Page 4)

To receive any apologies for absence.

2 **APPOINTMENT OF SUBSTITUTE MEMBERS** (Page 5)

To note appointments of Substitute Members.

3 **DECLARATIONS OF INTEREST** (Page 6)

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

4 **MINUTES**

To confirm the Minutes of the meetings of the Committee held on 24 May 2021 and 14 June 2021 (to follow).

5 **DECISIONS OF THE CABINET RELATING TO RECOMMENDATIONS FROM THE OVERVIEW AND SCRUTINY COMMITTEE** (Page 7)

To receive the Cabinet decisions in respect of recommendations of the Overview and Scrutiny Committee.

6 **ISSUES REFERRED TO THE COMMITTEE BY COUNCIL, CABINET, OR ANOTHER COMMITTEE** (Page 8)

There are no items for consideration.

7 **NOTICE OF FORTHCOMING KEY DECISIONS** (Pages 9 - 10)

It is intended that Members should use the Notice of Forthcoming Key Decisions to identify topics within the remit of the Committee for future scrutiny.

8 **SCRUTINY WORK PROGRAMME**

It is intended that the Committee monitor and prioritise its rolling work programme (to follow).

9 **PUBLIC SPEAKING** (Page 11)

Please note that in accordance with the agreed Protocol for Public Speaking at Overview and Scrutiny, the right to speak only applies to agenda items 9 and 10.

Members of the public wishing to speak must register to do so by no later than 2.00 pm on the second working day (Thursday) before the meeting.

10 **ELECTRIC HEATING AND PHOTO-VOLTAIC INSTALLATIONS AT AFFORDABLE HOUSING DEVELOPMENTS AT KIMBERLEY CLOSE AND STOCKDALE GARDENS** (Pages 12 - 15)

To consider the attached report of the Housing Development Manager.

11 **FOOD POVERTY REVIEW**

To consider the Food Poverty Review document (to follow) and determine recommendations (if any) to make to the full Council.

12 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 16)

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

13 **AWARD OF 5-YEAR CONSULTANCY CONTRACT FOR HEATING, WATER AND ELECTRICAL SAFETY WORKS** (Pages 17 - 23)

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

**Access to Meetings and Information**

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- 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](http://www.dover.gov.uk). Minutes are normally published within five working days of 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 Rebecca Brough, Democratic & Corporate Services Manager, [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk), telephone: 01304 872304 or email: [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk) for details.

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

**APOLOGIES**

To receive any apologies for absence.

**APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointments of Substitute Members.

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.

**Decisions of the Cabinet Relating to Recommendations from the Overview and Scrutiny Committee**

The Record of Decision for the most recent Cabinet meeting will contain the decisions in respect of the recommendations arising from the Overview and Scrutiny Committee.

**ISSUES REFERRED TO THE COMMITTEE BY COUNCIL, CABINET OR ANOTHER  
COMMITTEE**

There are no items for consideration.



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

Key Decisions 2021/22	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)	Head of Service	Portfolio Holder
1	Property Acquisitions	Ongoing (decisions to be taken by Portfolio Holder for Finance and Governance or Strategic Director (Corporate Resources))	Head of Finance & Investment	Finance, Governance & Digital
2	To inform Cabinet of inherited issues concerning contract management that relate to housing stock and seek authorisation to amend certain contracts.	5 July 2021	Head of Assets & Building Control	Housing & Health
3	Approval of projects to purchase and develop properties for use as affordable housing	Ongoing (decisions to be taken by Strategic Director (Corporate Resources) in consultation with Portfolio Holder for Housing and Health)	Head of Finance & Investment	Finance, Governance & Digital
4	Revision of Housing Assistance Policy	7 June 2021	Head of Regulatory Services	Housing & Health
5	Hackney Carriage and Private Hire Licensing Policy 2016-21 Review	6 September 2021	Head of Regulatory Services	Transport, Licensing & Community
6	Cable Car Project Update	5 July 2021	Head of Inward Investment	Inward Investment & Tourism
7	Approval to accept Future High Street Fund award from Ministry of Housing Communities and Local Government	5 July 2021	Head of Inward Investment	Inward Investment and Tourism
8	Dover Economic Growth Strategy	To be confirmed	Head of Inward Investment	Inward Investment and Tourism
9	Development at Bench Street	5 July 2021	Head of Inward Investment	Inward Investment and Tourism
10	To award the contract for a heating, electric and water safety management contract for the DDC housing stock.	5 July 2021	Head of Assets & Building Control	Housing & Health
11	To update Cabinet on progress in the Market Square renovation project, seek approval to appoint a contractor and propose an approach to placemaking event delivery.	Special Cabinet 19 July 2021 (to be confirmed)	Head of Inward Investment	Inward Investment & Tourism

Key Decisions 2021/22	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)	Head of Service	Portfolio Holder
12	To approve the draft Dover District Council Tenancy Strategy and Tenancy Management Policy and agree that the process of statutory consultation for both be started.	5 July 2021	Head of Housing	Housing & Health

- Note: (1) Key Decisions which are shaded have already been taken and do not appear in this updated version of the Notice of Forthcoming Key Decisions.
- (2) The Council's Corporate Management Team reserves the right to vary the dates set for consultation deadline(s) and for the submission of reports to Cabinet and Council in respect of Key Decisions included within this version of the notice. Members of the public can find out whether any alterations have been made by looking at the Council's website ([www.dover.gov.uk](http://www.dover.gov.uk)).

## **PUBLIC SPEAKING**

Members of the public wishing to speak must register to do so by no later than 2.00 pm on the second working day (Thursday) before the meeting. The agenda front sheet will specify which items public speaking applies to for that meeting.

The Public Speaking Protocol does not preclude an overview and scrutiny committee, by resolution of the committee, from inviting members of the public, organisations, charities, voluntary groups or any other interested parties to address any meeting for the purpose of providing evidence in support of the topic under consideration.

A member of the public speaking on an agenda item must address their speech to the item they have registered to speak upon on the agenda and cannot address other agenda items or unrelated business.

Each registered speaker will have three minutes speaking time per item they have registered to speak on and no public speaker or parish council may register to speak on any more than two items on the agenda.

The right to speak does not include the right to ask any questions of any District Councillor, Officer of the Council, invited attendee, or any other public speaker.

The right of the public to speak does not apply to the following agenda items: Apologies; Appointment of Substitute Members; Minutes; the Forward Plan, the Scrutiny Work Programme (and related documentation) or any agenda item that is not accompanied by a written report.

The Chairman of the committee (or in their absence the Vice-Chairman) will have discretion to vary the time allowed and the number of speakers in cases of exceptional interest.

---

<b>Subject:</b>	<b>ELECTRIC HEATING AND PHOTO-VOLTAIC INSTALLATIONS AT AFFORDABLE HOUSING DEVELOPMENTS AT KIMBERLEY CLOSE AND STOCKDALE GARDENS</b>
<b>Meeting and Date:</b>	<b>Cabinet - 5 July 2021</b>
<b>Report of:</b>	<b>Rachel Collins, Housing Development Manager</b>
<b>Portfolio Holder:</b>	<b>Councillor Derek Murphy, Portfolio Holder for Housing and Health</b>
<b>Decision Type:</b>	<b>Non-Key Decision</b>
<b>Classification:</b>	<b>Unrestricted</b>

---

**Purpose of the report:** To agree additional funding to install electric heating at Kimberley Close and Photo-Voltaic (PV) installations at both Kimberley Close and Stockdale Gardens.

---

**Recommendation:**

- (a) To approve additional budget to upgrade the incoming electricity main to Kimberley Close, allowing electric heating to be installed. Allied with the electric heating of both developments.
- (b) To approve additional budget for the installation of enhanced Photo-Voltaic systems to both Kimberley Close and Stockdale Gardens developments.

---

## 1. Summary

- 1.1. Cabinet has previously approved projects to build a total of 24 flats as interim housing for homeless people at two DDC-owned sites at Kimberley Close, Dover and Stockdale Gardens, Deal.
- 1.2. The additional expenditure of £160k (£6,666 per flat) will allow electric heating to be installed in all 24 flats, avoiding the use of gas-fired boilers, and provide enhanced PV installations to all the buildings.
- 1.3. These measures will significantly reduce the environmental impact of the developments and reduce the long-term heating costs for the tenants, helping mitigate fuel poverty concerns whilst housed in the accommodation.
- 1.4. Dover District Council's net zero carbon target will include avoiding the use of gas as a fuel and it is considered sensible to avoid its use in all new build affordable housing going forward, including those currently being delivered.

## 2. Introduction and Background

- 2.1. On 2nd October 2017 Cabinet approval for the development projects was granted, with future decisions delegated to the Strategic Director (Corporate Resources), in consultation with the Strategic Director (Operations and Commercial) and the Portfolio Holder for Housing and Health.
- 2.2. Planning consent has been obtained for both projects to provide 16 Studio flats at Kimberley Close and 8 one-bedroom flats at Stockdale Gardens for interim accommodation.
- 2.3. The projects have been tendered and Jenner Contractors Ltd have been appointed under a JCT Design & Build Contract to deliver the accommodation. These appointments were agreed under the Delegated Executive Key Decision dated 29<sup>th</sup> September 2020.
- 2.4. The tenders returned for each of the developments were based on the use of gas for space and water heating, however this has been reviewed during the tender assessment and design process, considering the imminent changes in legislation regarding the use of gas for residential heating and the effect this has on the environment.
- 2.5. The decision was taken early in the technical design process to increase the thermal performance of the building envelopes to allow an electric heating system to be installed either now or in the future, bearing in mind the anticipated changes to the Building Regulations to discourage the use of gas and the likely increase in the supply cost of gas and the effect this will have on DDC's Tenants energy bills. The upgrade of the building envelopes at both sites has been achieved at no extra cost to the contract.
- 2.6. The Future Homes Standard is a set of standards that will require new build homes to be subject to higher energy standards in the future. In 2019 the Ministry of Housing Communities & Local Government put out a consultation paper on changes to Part L (conservation of fuel and power) and Part F (ventilation) of the Building Regulations for new dwellings. Because the government already has in law a target to bring all greenhouse gas emissions to net zero by 2050, they are looking at ways to ensure compliance and achievability with the target. With that in mind, the idea is to start looking at how new builds are constructed now, to ensure the future standards are met.
- 2.7. However, to date the Future Homes Standards that are being consulted on, have not yet become law and the full details of what will become law are still being mapped out through further consultations. It is likely that what comes out of the consultations will be implemented in law in, or around 2025. It is widely accepted that part of the Future Homes Standards, will mean that any new domestic property would not be permitted to be connected to the gas grid and fossil fuel heating systems would also not be permitted. Currently, for new builds erected now, this is still permitted in law.
- 2.8. In their negotiations with UK Power Networks (UKPN) for the Stockdale Gardens site, Jenner Contractors have confirmed that the required increased capacity of the new incoming electricity main can be achieved at no extra cost to the contract. Therefore, we are proceeding with electric heating at this development.
- 2.9. UKPN have advised that there is currently insufficient capacity in the electricity network at Kimberley Close to provide a suitably sized incoming supply and additional reinforcement work will be necessary.

- 2.10. During consultations with the Asset Management Team, due to the type of accommodation at Kimberley Close (single room bedsits of short duration tenancy), the use of gas boilers in each unit will present challenges to the operation and maintenance of the properties going forward. Ongoing maintenance and inspections will have to be undertaken at each change in tenancy, incurring additional and ongoing maintenance costs.
- 2.11. At the end of their design life the gas boilers will most likely have to be replaced with electric heating, due to the change in Government environmental policy. The electricity upgrade as described in 2.9 would then need to be carried out to allow the change in heating system at that time if it is not undertaken as part of the new-build contract. This will involve increased costs and significant disruption to the tenants.
- 2.12. Running cost comparisons have been carried out between gas and electricity, which has noted that currently the cost of electric heating will be more expensive than gas. It should be noted that this is likely to change in the near future as the use of gas is discouraged.
- 2.13. To offset this increase and provide additional green energy generation to reduce the carbon footprints of the developments, costs have been provided for enlarged PV installations to both developments.
- 2.14. Installing the PV installations will more than offset the current additional running cost of electric heating for the tenants and support these remaining low for the foreseeable future.

### **3. Identification of Options**

- 3.1. Option 1 – Agree to the UKPN upgrade at Kimberley Close to allow electric heating to be installed, together with the additional PV installations at both sites to reduce running costs for tenants and reduce the carbon footprints of the developments, totalling £160k.
- 3.2. Option 2 – not proceed with the UKPN or PV upgrades and retain gas heating at Kimberley Close.

### **4. Evaluation of Options**

- 4.1. Option 1 is the recommended option as this will allow electric heating to be installed in all 24 flats, future proofing the developments against the phasing out of gas. The increased use of green technology will also provide benefits of reducing both the tenants heating costs and the carbon footprints of the developments.
- 4.2. Option 2 is not recommended as it does not reflect the Council's carbon reduction targets and the likely future requirement for residential buildings.

### **5. Resource Implications**

- 5.1. The schemes remain viable with the increased budget of £160k. The total scheme funding will be a mix of Retained Right-to-Buy receipts, HRA reserves and borrowing, to be determined by the Section 151 officer on completion of the scheme.

**6. Climate Change and Environmental Implications**

- 6.1. There is a strong desire to ensure that housing provided by the Council is constructed with consideration to its impact upon the environment – not only immediately but also in the long term.
- 6.2. The building envelopes are being constructed to reduce heat loss and improve the efficiency of the electric heating being installed, reducing the effect on the environment.
- 6.3. These developments will exceed building regulations in relation to Conservation of Fuel and Power, and the proposals demonstrate the use of green technologies by extensive installations of PV panels, serving each dwelling.

**7. Corporate Implications**

- 7.1. 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. (AC)
- 7.2. 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. (BD)
- 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**

None.

**9. Background Papers**

Cabinet report Development of Interim Housing - 2 October 2017

Delegated Executive Key Decision dated 29<sup>th</sup> September 2020

Contact Officer: John Mount - Housing Development Officer - ext 42252

DOVER DISTRICT COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE – 12 JULY 2021

**EXCLUSION OF THE PRESS AND PUBLIC**

**Recommendation**

That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting for the remainder of the business on the grounds that the item(s) to be considered involve the likely disclosure of exempt information as defined in the paragraph of Part 1 Schedule 12A of the 1972 Act set out below:

<u>Item Report</u>	<u>Paragraph Exempt</u>	<u>Reason</u>
Award of 5-Year Consultancy Contract for Heating, Water and Electrical Safety Works	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

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

Document is Restricted