



Notice of Forthcoming Key Decisions

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

Publication Date: 4 February 2022

NOTICE OF FORTHCOMING KEY DECISIONS

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

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

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

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

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

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

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

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

The Cabinet comprises the following elected Members:

Councillor T J Bartlett	Leader of the Council
Councillor O C de R Richardson	Deputy Leader
Councillor M Bates	Portfolio Holder for Transport, Licensing and Regulatory Services
Councillor N S Kenton	Portfolio Holder for Planning and Environment
Councillor D P Murphy	Portfolio Holder for Social Housing and Port Health
Councillor O C de R Richardson	Portfolio Holder for Community and Corporate Property
Councillor C A Vinson	Portfolio Holder for Finance, Governance, Digital and Climate Change

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, Governance, Digital and Climate Change or Strategic Director (Corporate Resources))	Head of Finance & Investment	Finance, Governance, Digital & Climate Change
2	To inform Cabinet of inherited issues concerning contract management that relate to housing stock and seek authorisation to amend certain contracts.	This entry has been removed pending further information	Head of Assets & Building Control	Social Housing & Port Health
3	Approval of projects to purchase and develop properties for use as affordable housing	Ongoing (decisions to be taken by Cabinet or Strategic Director (Corporate Resources) in consultation with Portfolio Holder for Social Housing and Port Health)	Head of Finance & Investment	Finance, Governance, Digital & Climate Change
4	Revision of Housing Assistance Policy	7 June 2021	Head of Regulatory Services	Social Housing & Port Health
5	Review of Hackney Carriage and Private Hire Licensing Policy 2016-21	17 January 2022	Head of Regulatory Services	Transport, Licensing & Regulatory Services
6	To consider whether the Council, in partnership with English Heritage, should progress development of detailed designs for a cable car	6 December 2021	Head of Investment, Growth & Tourism	Leader of the Council
7	Approval to accept Future High Street Fund award from Ministry of Housing, Communities and Local Government	Special Cabinet 19 July 2021	Head of Investment, Growth & Tourism	Leader of the Council
8	Economic Growth Strategy for the Dover District (linked to the Local Plan)	6 December 2021	Head of Investment, Growth & Tourism	Leader of the Council

Agenda Item No 2

Key Decisions 2021/22	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)	Head of Service	Portfolio Holder
9	Purchase of 15 Bench Street, Dover	This decision was taken by the Leader of the Council on 17 November 2021	Head of Investment, Growth & Tourism	Leader of the Council
10	To award the contract for heating, electrical and water safety management of Council's housing stock	5 July 2021	Head of Assets & Building Control	Social Housing & Port Health
11	To update Cabinet on progress in the Market Square renovation project, seek approval to appoint a contractor and propose an approach to place-making event delivery	Special Cabinet 19 July 2021	Head of Investment, Growth & Tourism	Leader of the Council
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	Social Housing & Port Health
13	Redevelopment of Stembrook car park and former Co-op building, Dover	7 March 2022	Head of Investment, Growth & Tourism	Community & Corporate Property
14	Decision to 'make' the Ash Neighbourhood Development Plan 2018–2037	6 September 2021 (Cabinet) 15 September 2021 (Council)	Head of Planning, Regeneration and Development	Planning & Environment
15	Public Sector Decarbonisation Fund Project	This entry has been removed	Head of Assets & Building Control	Community & Corporate Property
16	Award of contract for provision of new museum store	9 September 2021 (decision taken by Strategic Director (Operations & Commercial) in consultation with Portfolio Holder for Social Housing & Port Health	Head of Assets & Building Control	Community & Corporate Property
17	To approve highway works for the Sandwich Guildhall Forecourt Project	6 September 2021	Head of Assets & Building Control	Community & Corporate Property
18	To seek approval for appointment of a contractor and update Cabinet on revenue implications for the Market Square renovation project	4 October 2021	Head of Investment, Growth & Tourism	Community & Corporate Property
19	To award the contract for external decoration and associated repairs to the Council's housing stock	6 September 2021	Head of Assets & Building Control	Community & Corporate Property

Key Decisions 2021/22	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)	Head of Service	Portfolio Holder
20	Approval to enter into a design and build contract for development of interim housing at Poulton Close, Dover	4 October 2021	Head of Housing	Social Housing & Port Health
21	To approve an update to the Local Development Scheme	1 November 2021	Head of Planning, Regeneration & Development	Planning & Environment
22	Fees and Charges – agreement on levels for 2022/2023	17 January 2022	Head of Finance & Investment	Finance, Governance, Digital & Climate Change
23	Dover Fastrack Update	6 December 2021	Head of Investment, Growth & Tourism	Transport, Licensing & Regulatory Services
24	Management agreement with Taylor Wimpey for Backdoor Training Area, Shorncliffe	6 December 2021	Head of Commercial Services	Community & Corporate Property
25	Permission to go out to formal consultation on a Public Spaces Protection Order	7 February 2022 and May or June 2022	Head of Regulatory Services	Transport, Licensing & Regulatory Services
26	To seek approval to award the main works for the Sandwich Guildhall Square Project	6 December 2021	Head of Assets & Building Control	Community & Corporate Property
27	Award of contract for cleaning of Council offices, Whitfield	17 January 2022	Head of Assets & Building Control	Community & Corporate Property
28	Award of contract for cleaning and routine maintenance of public conveniences and unlocking/locking of other Council assets	17 January 2022	Head of Assets & Building Control	Community & Corporate Property
29	Local Authority Delivery Scheme 2 – carbon emissions reduction for domestic properties	Decision likely to be taken by the Portfolio Holder for Finance, Governance, Digital and Climate Change February/March 2022	Head of Assets & Building Control	Finance, Governance, Digital & Climate Change
30	To consider options for the refurbishment or rebuilding of wetside and health & fitness facilities at Tides Leisure Centre, Deal	7 March 2022	Head of Assets & Building Control	Community & Corporate Property
31	To approve an update to the Local Development Scheme	4 April/9 May 2022	Head of Planning, Regeneration & Development	Planning & Environment
32	Approval of Local Plan for publication and submission	4 April/9 May 2022	Head of Planning, Regeneration and Development	Planning & Environment

Key Decisions 2021/22	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)	Head of Service	Portfolio Holder
33	Recommendation to Council of draft Budget 2022/23 and Medium-Term Financial Plan 2022/23-2025/26, and approval of various delegations within the Budget	7 February and 28 February 2022	Head of Finance & Investment	Finance, Governance, Digital & Climate Change
34	Award of 5-year contract for Electrical Installation Condition Reports (EICRs) for Council's housing stock	4 April 2022	Head of Assets & Building Control	Social Housing & Port Health
35	Review of Parking Charges	28 February 2022	Head of Commercial Services	Transport, Licensing & Regulatory Services
36	Approval of 'First Homes' Sales and Resales Policy	7 March 2022	Head of Finance & Investment	Social Housing & Port Health
37	Award of Contract for MS365 Licensing	4 July 2022	Head of Community & Digital Services	Finance, Governance, Digital & Climate Change
38	Disposal of 26 Victoria Road, Deal	7 March 2022	Head of Assets & Building Control	Community & Corporate Property
39	Approval for development of detailed design for a creative centre in Bench Street, Dover and underpass improvements to A20 (supported by the Future High Streets Fund)	7 March 2022	Head of Investment, Growth & Tourism	Leader of the Council

- 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).

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take Decision</p> <p>(3) Give Date or Period within which Decision is to be taken</p> <p>(4) Directorate Contact ☒ ☎</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of Consultation</p>	<p>(7) Name of person(s) to whom representations can be made ☒ ☎</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member(s) in respect of the Decision. Is this information unrestricted or exempt</p> <p>(10) Date first entered in Notice</p>
<p>KEY 1/21/22</p> <p>(1) Property Acquisitions</p> <p>(2) Councillor Chris Vinson, Portfolio Holder for Finance, Governance, Digital and Climate Change or Strategic Director (Corporate Resources)</p> <p>(3) Ongoing (decisions to be taken by Portfolio Holder for Finance, Governance, Digital and Climate Change or Strategic Director (Corporate Resources))</p> <p>(4) Mike Davis, Strategic Director (Corporate Resources); Tel: 01304 872107</p>	<p>(5) Residential and Commercial Investment Project Advisory Groups</p> <p>(6) Meetings as required by the Portfolio Holder</p>	<p>(7) Mike Davis, Strategic Director (Corporate Resources); Tel: 01304 872107</p> <p>(8) Ongoing</p>	<p>(9) Reports to Portfolio Holder/Strategic Director.</p> <p>(10) The information will be restricted as it relates to the financial or business affairs of any particular person (including the Council)</p> <p>(10) 6 January 2017</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>On 30 November 2016 the Council approved a Property Investment Strategy. This notice relates to decisions to be taken to acquire properties in pursuance of the adopted Strategy.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Ongoing – This relates to an ongoing programme.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought) (2) Who will take decision (3) Give date or period within which decision is to be taken (4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made (6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone) (8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision (10) Is this information unrestricted or exempt? (11) Date first entered in Notice</p>
<p>KEY 3/21/22</p> <p>(1) Approval of projects to purchase and develop properties for use as affordable housing.</p> <p>(2) Cabinet or Mike Davis – Strategic Director (Corporate Resources) in consultation with the Portfolio Holder for Social Housing and Port Health</p> <p>(3) Ongoing (decisions to be taken by Cabinet or Strategic Director (Corporate Resources) in consultation with Portfolio Holder for Social Housing and Port Health)</p> <p>(4) Rachel Collins, Housing Development Manager - Rachel.collins@dover.gov.uk; 01304 872254</p>	<p>(5) None</p> <p>(6) Not applicable</p>	<p>(7) Rachel Collins, Housing Development Manager - Rachel.collins@dover.gov.uk; 01304 872254</p> <p>(8) Ongoing</p>	<p>(9) Affordable Housing Delivery report (Cabinet 7 September 2020) and ongoing reports to Strategic Director/Portfolio Holder</p> <p>(10) Exempt</p> <p>(11) 12 March 2021</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>These are decisions which were delegated by Cabinet at its meeting held on 7 September 2020, and involve the approval of projects to purchase and develop new affordable housing in the Dover District by the Council for local residents.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Ongoing.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 13/21/22</p> <p>(1) Redevelopment of Stembrook car park and former Co-op building, Dover</p> <p>(2) Cabinet</p> <p>(3) 7 March 2022</p> <p>(4) Jayne Miles, Corporate Projects Manager – 07747036707; jayne.miles@dover.gov.uk</p>	<p>(5) Not applicable</p> <p>(6) Not applicable</p>	<p>(7) Jayne Miles, Corporate Projects Manager – Jayne.miles@dover.gov.uk; 07747036707</p> <p>(8) To be confirmed</p>	<p>(9) Cabinet Report on development proposals and associated land/property transactions</p> <p>(10) Restricted</p> <p>(11) 6 August 2021</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>A proposal has been submitted to the Council for the redevelopment of this site. This requires a decision to approve the proposals and related financial matters.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Operational.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 25/21/22</p> <p>(1) Permission to go out to formal consultation on a Public Spaces Protection Order</p> <p>(2) Cabinet</p> <p>(3) 7 February 2022 and May or June 2022</p> <p>(4) (Dog control issues) AJ Kluczynski, Environmental Protection & Crime Manager – 01304 872291; Andrzej.kluczynski@dover.gov.uk & (Anti-social behaviour issues) Shaun Taylor, Community Services Manager – 01304 872164; shaun.taylor@dover.gov.uk</p>	<p>5) Parish/town Councils, relevant land-owners, Kent Police, relevant and interested organisations and the general public</p> <p>(6) Online surveys, DDC website and electronic media, local newspapers</p>	<p>(7) (Dog control issues) AJ Kluczynski, Environmental Protection & Crime Manager - 01304 872291; Andrzej.kluczynski@dover.gov.uk & (Anti-social behaviour issues) Shaun Taylor, Community Services Manager - 01304 872164; shaun.taylor@dover.gov.uk</p> <p>(8) The formal consultation begins when adverts appear in the local press. This must be a period of at least 28 days. It is intended the consultation will commence on 14 February 2022 and run for a period of 28 days.</p>	<p>(9) The draft public spaces protection orders, associated maps and Cabinet report will be submitted to the February meeting</p> <p>(10) 5 November 2021</p>

Brief Details of Item:

(Please provide information about the contents of this item and the reason for decision.)

On 28 July 2021 a Public Spaces Protection Order (PSPO) relating to dog control across the Dover District was extended until 26 July 2022. This order maintained the following four offences:

- Failing to remove dog faeces forthwith
- Not keeping a dog on the lead
- Not putting, and keeping, a dog on the lead when directed to do so by an authorised officer
- Permitting a dog to enter land from which dogs are excluded.

On 20 October 2021 a PSPO relating to the consumption of alcohol in restricted areas across the Dover District came into force for a period of 3 years.

It is proposed the Council consolidates both these separate orders into one PSPO with some small amendments to locations for dog control, together with the introduction of additional offences relating to:

- A district wide alcohol order
- Unauthorised camping upon publicly accessible spaces
- Aggressive and/or persistent begging in public spaces

Detailed maps will be sent out with the consultation.

Deadline for Item:

(Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)

Under Section 72 of the Anti-Social Behaviour Crime and Policing Act 2014 local authorities are required to conduct consultation before a PSPO can be commenced. The intention is to seek Cabinet approval, at its meeting on 7 February 2022, to go out to formal consultation on the PSPO proposals.

A follow-up report will be submitted to Cabinet in May or June detailing the findings of the public consultation and seeking its approval to introduce a new PSPO subject to any amendments required highlighted through public consultation.

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 29/21/22</p> <p>(1) Local Authority Delivery Scheme 2 – Carbon emissions reduction for domestic properties (not social housing)</p> <p>(2) Portfolio Holder for Finance, Governance, Digital and Climate Change (as a Decision Between Cabinet Meetings)</p> <p>(3) February/March 2022</p> <p>(4) Amanda Martin, Principal Climate Change & Sustainability Officer – amanda.martin@dover.gov.uk; 01304 872128</p>	<p>(5) None.</p> <p>(6) Not applicable.</p>	<p>(7) Amanda Martin, Principal Climate Change & Sustainability Officer – amanda.martin@dover.gov.uk; 01304 872128</p> <p>(8) 9 January 2022</p>	<p>(9) Draft cabinet-style report to be submitted in accordance with governance rules/procedures</p> <p>(10) Unrestricted</p> <p>(11) 10 December 2021</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Department of Business Energy and Industrial Strategy (BEIS) awarded the Greater South East Energy Hub (GSEEH) with funding to deliver the Local Authority Delivery Scheme 2, under which each local authority was apportioned funding (Dover = £365,000) to help improve the energy efficiency on the worst performing homes (EPC E, F & G) inhabited by residents in fuel poverty or on a low income with a vulnerability to living in a cold home. This funding was provided to the GSEEH in Autumn 2020 with the GSEEH developing delivery mechanism. GSEEH was unable to obtain contract sign-off with the managing agent (notified on 2 November 2021). This means that local residents will not benefit from the funding allocated to alleviate fuel poverty in the district.</p> <p>Current deadline for scheme delivery is 31 March 2022. GSEEH is currently working up other delivery options. To date the most suitable option would be for Dover District Council to accept a direct grant award (on a draw down basis), subject to BEIS/Treasury Office agreeing to an extension of at least 6 months.</p> <p>The limited timescales and rapidly changing scenarios mean that it is likely a decision between meetings will be needed, however, if the Cabinet cycle coincides, Cabinet will be asked to make the decision.</p>			

Deadline for Item:

(Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)

The delivery of the project is governed by funding requirements including deadlines set by BEIS which currently requires completion of installations by 31 March 2022.

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 30/21/22</p> <p>(1) To consider options to refurbish or rebuild wetside and health & fitness facilities at Tides Leisure Centre</p> <p>(2) Cabinet</p> <p>(3) 7 March 2022</p> <p>(4) Laura Corby, Strategic Development Lead – Leisure: laura.corby@dover.gov.uk; (01304) 872448</p>	<p>(5) Portfolio Holders and stakeholders including Your Leisure and Sport England</p> <p>(6) Meetings, telephone and online discussions via emails and Microsoft teams.</p>	<p>(7) Laura Corby - (01304) 872448; Laura.corby@dover.gov.uk</p> <p>(8) 3 February 2022</p>	<p>(9) Cabinet reports of 2 July 2018, February 2020 and 7 March 2022</p> <p>(10) Unrestricted</p> <p>(11) 10 December 2021</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>In February 2020, the Council agreed that the project to construct a new build wetside and health fitness leisure centre (retaining the sports hall and tennis centre) on the existing site at Tides Leisure Centre be further developed. In March 2020, the Covid-19 global pandemic forced the closure of all leisure centres and the country went into a national lockdown. The Tides Leisure Centre project was put on hold as the Council navigated through the pandemic and the impact was better understood. Following three national lockdowns, leisure centres have since remained open from April 2021 and the sector is slowly recovering. The Council has recently re-commissioned consultants to reset and review a range of future options and costs regarding the proposed refurbishment and extension of Tides Leisure Centre that takes account of the pandemic. Simultaneously, the Council is also updating the district's Indoor Sport Facility Strategy which will assess supply and demand of indoor provision to help determine the need for wet and dryside improvements, including pool water space, fitness and aerobic provision. It has been requested by Members that this forthcoming report helps to inform Cabinet about the future of Tides Leisure Centre and a decision is required to decide whether the project should progress to the next phase and develop detailed design and procurement plans for the potential delivery.</p>			

Deadline for Item:

(Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)

A decision is required to inform future investment levels at Tides Leisure Centre. The wetside is reaching its end of life, the health and fitness offer is poor and Members are asked to consider an up-to-date review of all options, to decide whether the project should progress to the next phase of development and potential delivery.

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 31/21/22</p> <p>(1) To approve an update to the Local Development Scheme</p> <p>(2) Cabinet</p> <p>(3) 4 April/9 May 2022</p> <p>(4) Ashley Taylor, Planning Policy and Projects Manager - Ashley.taylor@dover.gov.uk; 07926076110</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Not applicable.</p> <p>(8) Not applicable.</p>	<p>(9) Cabinet report and Local Development Scheme 2022</p> <p>(10) Unrestricted</p> <p>(11) 7 January 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Local Development Scheme (LDS) is a statutory document which sets out the timetable for the preparation and revision of development plan documents which includes the Local Plan. This decision is to approve an updated LDS which sets out a revised timetable for the preparation of the new Local Plan for the Dover District.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>April/May 2022 - Decision required to enable the Regulation 19 pre-submission Local Plan consultation to commence as soon as possible.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 32/21/22</p> <p>(1) Approval of Local Plan for publication and submission</p> <p>(2) Cabinet and Council</p> <p>(3) (i) Cabinet - 4 April or 9 May 2022 (ii) Council – to be confirmed</p> <p>(4) Ashley Taylor, Planning Policy and Projects Manager - Ashley.taylor@dover.gov.uk; 07926076110</p>	<p>(5) Not applicable (consultation with local residents, town/parish councils, statutory agencies, businesses and other interested groups to take place after decision is made)</p> <p>(6) Not applicable</p>	<p>(7) Not applicable</p> <p>(8) Not applicable</p>	<p>(9) Cabinet report and publication of draft Local Plan; Local Plan Sustainability Appraisal; Habitats Regulations Assessment; Summary and response to key issues raised to the Reg 18 consultation</p> <p>(10) Unrestricted</p> <p>(11) 7 January 2022</p>
<p>Brief Details of Item:</p> <p>The Council is in the process of preparing a new Local Plan for the District. The Local Plan will set out a vision and policy framework for the future development of Dover District up to 2040. A consultation on the first draft (Regulation 18) took place between January and March 2021. The next stage in the process is the preparation and consultation on the Publication (Regulation 19) draft of the Local Plan. This is required to be subject to consultation for a minimum of 6 weeks. Following the consultation, the Plan will be submitted to the Secretary of State for examination.</p>			
<p>Deadline for Item:</p> <p>April or May 2022 – decision required to enable consultation to commence in April/May 2022. This will enable the Council to meet the deadline set by government for having an up-to-date Plan in place before the end of 2023.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 33/21/22</p> <p>(1) Recommendation to Council of the draft 2022/23 Budget and Medium-Term Financial Plan 2022/23-2025/26 and approval by Cabinet of various delegations within the Budget</p> <p>(2) Cabinet</p> <p>(3) 7 February and 28 February 2022</p> <p>(4) Mike Davis, Strategic Director (Corporate Resources) – mike.davis@dover.gov.uk; 01304 872107</p>	<p>(5) Portfolio Holders and Budget Managers</p> <p>(6) Not applicable.</p>	<p>(7) Mike Davis, Strategic Director (Corporate Resources) – mike.davis@dover.gov.uk; 01304 872107</p> <p>(8) 10 February 2022</p>	<p>(9) Cabinet report and Budget and Medium-Term Financial Plan 2022/23-2025/26</p> <p>(10) Unrestricted</p> <p>(11) 7 January 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Budget will determine the Council Tax for 2022/23 and the revenue and capital resources available to the Council for the 2022/23 financial year. It is a statutory requirement upon the Council, as the Billing Authority for all Council Tax in the Dover District, to approve the Council Tax resolution by 2 March 2022.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>It is a statutory requirement upon the Council, as the Billing Authority for all Council Tax in the Dover District, to approve the Council Tax resolution by 2 March 2022.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 34/21/22</p> <p>(1) To award a 5-year contract for Electrical Installation Condition Reports (EICR) for the Council's housing stock</p> <p>(2) Cabinet</p> <p>(3) 4 April 2022</p> <p>(4) Andrew Peerless, Principal Compliance Officer – Andrew.peerless@dover.gov.uk; 07912 493252</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Andrew Peerless - 07912 493252; andrew.peerless@dover.gov.uk</p> <p>(8) 25 February 2022</p>	<p>(9) Cabinet report</p> <p>(10) Exempt</p> <p>(11) 7 January 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>Dover District Council has 4,300 dwellings which must have Electrical Installation Condition Reports (EICRs) carried out every five years. This electrical installation examination, test and certification must be carried out by a qualified electrician and is necessary to ensure the Health and Safety of the Council's tenants. It is therefore necessary for Cabinet to consider the tenders submitted for a 5-year EICR contract and award the contract to the best value tenderer.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory)</p> <p>Statutory. This contract needs to be put in place so that EICRs can continue to ensure that electrical installations in Council dwellings do not become overdue their electrical inspection. The Landlord and Tenant Act 1985 and the Housing Act 2004 place duties on landlords to ensure that their electrical installations are safe at the start of any tenancy and are maintained in a safe condition throughout the tenancy.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 35/21/22</p> <p>(1) Parking Charges Review</p> <p>(2) Cabinet</p> <p>(3) 28 February 2022</p> <p>(4) Clare Connellan, Transport & Parking Services Manager - clare.connellan@dover.gov.uk; 01304 872046</p>	<p>(5) Not applicable</p> <p>(6) Not applicable</p>	<p>(7) Clare Connellan, Transport & Parking Services Manager Email – clare.connellan@dover.gov.uk; 01304 872046</p> <p>(8) 21 February 2022</p>	<p>(9) Report to Cabinet</p> <p>(10) Unrestricted</p> <p>(11) 28 January 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Council agreed in 2011 that parking charges should be reviewed on an annual basis. The report will seek to present the outcome of the latest review for a decision.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>A decision is required to enable budget forecasts to be confirmed.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 36/21/22</p> <p>(1) Approval of 'First Homes' Sales and Resales Policy</p> <p>(2) Cabinet</p> <p>(3) 7 March 2022</p> <p>(4) Mike Davis, Strategic Director (Corporate Resources) - Mike.Davis@dover.gov.uk; 01304 872107</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Perry DeSouza, Housing Policy Officer (perry.desouza@dover.gov.uk) & Rachel Collins, Housing Development Manager (Rachel.collins@dover.gov.uk)</p> <p>(8) 11 February 2022</p>	<p>(9) Report to Cabinet and attached appendices</p> <p>(10) Unrestricted</p> <p>(11) 28 January 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The 'First Homes' Sales and Resales Policy has been written to fulfil the Council's statutory obligations with regards to the administrative duties required of local authorities during the sale, resale and letting process for properties sold through the 'First Homes' scheme.</p> <p>The report seeks approval for the use of the policy which will allow staff members to carry out these administrative duties in a competent and compliant manner. It is likely, as the 'First Homes' scheme progresses, that future amendments will be required to this document, and therefore a request has been made for future amendments to be agreed by delegated approval.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>The 'First Homes' scheme is currently active and, pending Cabinet approval, the policy would be active from March 2022.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 37/21/22</p> <p>(1) To award contract of MS365 licensing</p> <p>(2) Cabinet</p> <p>(3) 4 July 2022</p> <p>(4) Brinley Hill, Head of Community & Digital Services – Brinley.hill@dover.gov.uk; 01304 872246</p>	<p>(5) None.</p> <p>(6) Not applicable.</p>	<p>(7) Brinley Hill, Head of Community and Digital Services – Brinley.hill@dover.gov.uk; 01304 872246</p> <p>(8) 20 June 2022</p>	<p>(9) Report to Cabinet</p> <p>(10) Exempt</p> <p>(11) 28 January 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>Award of contract for the Council's productivity suite – MS365 licensing.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>Cabinet meeting on 4 July 2022 to award contract after going out to tender.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 38/21/22</p> <p>(1) Disposal of 26 Victoria Road, Deal</p> <p>(2) Cabinet</p> <p>(3) 7 March 2022</p> <p>(4) Rob Reid-Easton Property Services 01304 872257 robert.reid-easton@dover.gov.uk</p>	<p>(5) Portfolio Holder for Community and Corporate Property</p> <p>(6) Not applicable.</p>	<p>(7) Rob Reid-Easton, Property Services - 01304 872257; robert.reid-easton@dover.gov.uk</p> <p>(8) 10 February 2022</p>	<p>(9) Cabinet report and Location Plan</p> <p>(10) Restricted</p> <p>(11) 4 February 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The report seeks Cabinet's approval to dispose of 26 Victoria Road, Deal and to delegate the negotiations for the disposal to the Strategic Director (Operations and Commercial), in consultation with the Portfolio Holder for Community and Corporate Property. This is a key decision as the disposal is likely to be in excess of £200,000.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>7 March 2022 as the property will have been marketed by the agents and this decision will provide governance.</p>			

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 39/21/22</p> <p>(1) To seek approval for the development of a detailed design for a creative centre in Bench Street, Dover and for underpass improvements to the A20 supported by the Future High Street Fund Award</p> <p>(2) Cabinet</p> <p>(3) 7 March 2022</p> <p>(4) Emma-Jane Allen, Major Projects and Programme Manager 01304 872120 emma.allen@dover.gov.uk & Jennifer Coller, Project Manager 07528 360922 jennifer.coller@dover.gov.uk</p>	<p>(5) Not applicable</p> <p>(6) Not applicable</p>	<p>(7) Emma-Jane Allen, Major Projects and Programme Manager - 01304 872120; emma.allen@dover.gov.uk & Jennifer Coller, Project Manager - 07528 360922; jennifer.coller@dover.gov.uk</p> <p>(8) 11 February 2022</p>	<p>(9) Cabinet report</p> <p>(10) Restricted</p> <p>(11) 4 February 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Council has accepted an award of £3.2 million of funding from the Department for Levelling Up, Housing and Communities (DLUHC) in July 2021 for two town centre regeneration projects: improvements to the A20 underpass and construction of a creative centre on Bench Street, Dover. Funding is provided by the DLUHC through a memorandum of understanding (MOU) which must be renewed annually. The report will present an update on progress to date, identify key risks and seek permission to enter into an MOU for the financial year 2022/23.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>A timely decision is required in order to secure a funding memorandum of understanding for the financial year 2022/23.</p>			