

Public Document Pack



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4 April 2024

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 15 April 2024 at 6.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Democratic Services on 01304 872304 or by e-mail at democraticservices@dover.gov.uk.

Yours sincerely

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

Chief Executive

Overview and Scrutiny Committee Membership:

C A Vinson (Chairman)
M W Rose (Vice-Chairman)
S B Blair
D R Friend
R M Knight
M J Nee
D J Parks
H M Williams
C F Woodgate
L M Wright

AGENDA

- 1 **APOLOGIES** (Page 5)
To receive any apologies for absence.
- 2 **APPOINTMENT OF SUBSTITUTE MEMBERS** (Page 6)
To note appointments of Substitute Members.
- 3 **DECLARATIONS OF INTEREST** (Page 7)

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

4 **MINUTES** (Pages 8 - 12)

To confirm the Minutes of the meetings of the Committee held on 19 February 2024 (attached) and 11 March 2024 (to follow).

5 **DECISIONS OF THE CABINET RELATING TO RECOMMENDATIONS FROM THE OVERVIEW AND SCRUTINY COMMITTEE** (Page 13)

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

6 **ISSUES REFERRED TO THE COMMITTEE BY PUBLIC PETITION, COUNCIL, CABINET, OR ANOTHER COMMITTEE** (Page 14)

To receive any public petitions or issues referred by Council, Cabinet or another Committee.

7 **NOTICE OF FORTHCOMING KEY DECISIONS** (Pages 15 - 18)

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** (Pages 19 - 25)

It is intended that the Committee monitor and prioritise its rolling work programme.

9 **PUBLIC SPEAKING** (Page 26)

Please note that in accordance with the agreed Protocol for Public Speaking at Overview and Scrutiny, the right to speak only applies to agenda item 11 – Renovation of Former Hair Salon to Provide Extended Facilities for Crosslinks Youth & Community Hub at 9 Sheridan Road, Dover.

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 **SCRUTINY OF DENTISTRY PROVISION IN THE DOVER DISTRICT** (Pages 27 - 29)

To scrutinise the provision of NHS Dentistry Services in the Dover District.

Representatives of NHS Kent and Medway will be present at the meeting to respond to questions from the members of the Overview and Scrutiny Committee.

11 **RENOVATION OF FORMER HAIR SALON TO PROVIDE EXTENDED FACILITIES FOR CROSSLINKS YOUTH & COMMUNITY HUB AT 9 SHERIDAN ROAD, DOVER** (Pages 30 - 33)

To consider the attached report of the Head of Property Assets.

12 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 34)

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 **DOVER DISTRICT CREMATORIUM PROJECT** (Pages 35 - 45)

To consider the attached report of the Head of Place and Growth.

14 **DOVER TOWN CENTRE REGENERATION - ROMAN PAINTED HOUSE AND ROMAN LAWN, DOVER** (Pages 46 - 58)

To consider the attached report of the Strategic Director (Place and Environment).

15 **YOUR LEISURE ADDITIONAL FUNDING** (Pages 59 - 63)

To consider the attached report of the Strategic Director (Place and Environment).

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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.

Minutes of the meeting of the **OVERVIEW AND SCRUTINY COMMITTEE** held at the Council Offices, Whitfield on Monday, 19 February 2024 at 6.00 pm.

Present:

Chairman: Councillor C A Vinson

Councillors: M Bates (as substitute for Councillor R M Knight)
S B Blair
D R Friend
R M Knight
M J Nee
D J Parks
M W Rose
H M Williams
C F Woodgate
L M Wright

Also Present: Councillor S H Beer
Councillor K Mills
Councillor J L Pout

Officers: Chief Executive
Strategic Director (Corporate and Regulatory)
Strategic Director (Finance and Housing)
Strategic Director (Place and Environment)
Head of Port Health and Environmental Services
Head of Finance and Investment
Senior Accountant
Senior Accountant (Housing and Projects)
Head of Corporate Services and Democracy (Remote Attendance)
Democratic Services Officer

90 APOLOGIES

An apology for absence was received from Councillor R M Knight.

91 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that in accordance with Council Procedure Rule 4, Councillor M Bates had been appointed as substitute member for Councillor R M Knight.

92 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

93 MINUTES

The Minutes of the meeting held on 22 January 2024 were approved as a correct record and signed by the Chairman.

94 DECISIONS OF THE CABINET RELATING TO RECOMMENDATIONS FROM THE OVERVIEW AND SCRUTINY COMMITTEE

The decisions of the Cabinet relating to recommendations made by the Overview and Scrutiny Committee at its meeting held on 5 February 2024 were noted.

95 ISSUES REFERRED TO THE COMMITTEE BY PUBLIC PETITION, COUNCIL, CABINET, OR ANOTHER COMMITTEE

The Head of Corporate Services and Democracy advised that there were no issues referred to the Committee by Council, Cabinet or another Committee.

96 NOTICE OF FORTHCOMING KEY DECISIONS

The Head of Corporate Services and Democracy presented the Notice of Forthcoming Key Decisions to the Committee for its consideration.

RESOLVED: That the Notice of Forthcoming Key Decisions be noted.

97 SCRUTINY WORK PROGRAMME

The Head of Corporate Services and Democracy presented the Overview and Scrutiny Work Programme to the Committee for its consideration.

Members discussed the inclusion of items relating to the Parking Strategy Review when it was ready and an update on the Garden Waste service changes. Councillor M Bates suggested the update on Garden Waste should be after six months while Councillor M J Nee suggested it should be after a full growing season.

RESOLVED: That the Work Programme be noted, subject to the inclusion of items on the Parking Strategy Review and an update on Garden Waste after a full growing season.

98 PUBLIC SPEAKING

The Head of Corporate Services and Democracy advised that no members of the public had registered to speak on items on the agenda to which the public speaking protocol applied. However, a letter had been received from Christine Oliver that they had requested be read out at the meeting.

Members agreed that the letter should be read out and the Chairman asked the Head of Corporate Services and Democracy to do so.

99 EKS SERVICE TRANSITION BUSINESS CASE

It was moved by Councillor M J Nee, and seconded by Councillor S B Blair, that as the matter had been deferred at Cabinet until its meeting in March 2024, the matter should not be scrutinised until the outcome of that deferment was known.

Councillor C A Vinson argued that it should be considered despite this as it related to services that were of vital importance to local residents.

Councillor C A Vinson proposed, and was duly seconded, that a recorded vote be held. On being put to the vote, the Motion was LOST.

RESOLVED: That consideration of the report be deferred until the outcome of the Cabinet's decision was known.

In accordance with Council Procedure Rule 18.5, the following Members requested that their individual votes be recorded:

FOR

S B Blair

M J Nee

L M Wright

C F Woodgate

H M Williams

AGAINST

M Bates

D R Friend

M W Rose

C A Vinson

ABSTAIN

100 SECTION 25 REPORT

The Strategic Director (Finance and Housing) presented the Section 25 report.

Members were advised that the Local Government Act 2003 (Section 25) required that the Section 151 (s151) Officer (who was the Strategic Director (Finance and Housing)) make a report to councillors on the robustness of the estimates made for the purposes of the budget calculations, the precept for the Council's council tax and the adequacy of the proposed financial reserves. Members were required to give regard to these when considering the annual budget and precept.

Members were advised that there was no prescribed format for a Section 25 report.

The Strategic Director (Finance and Housing) advised that in his opinion as the s151 Officer, the Council's budget has been prepared on a rigorous and robust basis and the Council's reserves are sufficient for its immediate needs.

However, it is also his opinion as the s151 officer that there were two significant factors that could undermine the budget over the next year or two because of the actions of the Department for Environment Food and Rural Affairs (DEFRA) and the Department for Levelling Up, Housing and Communities (DLUHC). As a consequence, the Council was faced with the choice of either maintaining border controls at its own expense to protect UK farming and the food chain or follow the logic of DEFRA's withdrawal of Dover Port Health Authority funding and cease the already too limited controls at the border and expose the UK to the high risk of African Swine Fever and other Products of Animal Origin (POAO) risks.

If the Council maintained border controls at its own expense it would massively deplete its reserves and significantly increase the risk of the chief finance officer being required to make a report pursuant to s.114 of the Local Government Finance Act 1988 in 2025/26.

Members were advised that this would need to be taken into consideration when scrutinising the Budget 2024/25 and Medium-Term Financial Plan 2024/25 – 2027/28.

It was proposed by Councillor C A Vinson, duly seconded by Councillor M Bates, that due to the overlap between this item and the Budget 2024/25 and Medium-Term Financial Plan 2024/25 – 2027/28 both items be taken en bloc.

On being put to the vote it was

RESOLVED: That the Section 25 Report and the Budget 2024/25 and Medium-Term Financial Plan 2024/25 – 2027/28 be taken en bloc.

Members discussed the following points:

- Whether there were any cuts to services as a result of this for 2024/25. In response they were advised there were not.
- Whether there was any further update from DEFRA on the funding issue. In response it was stated that the Council had outstanding letters to DEFRA that it had not received a response about. The Environment, Food and Rural Affairs Committee (EFRA) in Parliament was also waiting on a response from DEFRA. The Council was urging DEFRA to engage on this matter as DEFRA had stopped responding to communications from the council.
- The accuracy of DEFRA data as they continued to underreport what was coming through the port that would require a check. Dover Port Health Authority used an established HMRC data set (and had been since 2005) and had encouraged DEFRA to use the same data set.
- To question why the decision had been taken by DEFRA to use Sevington for Port of Dover and Channel Tunnel checks given that it had previously been designated only for Channel Tunnel checks and whether it had sufficient capacity to do so. Members were advised that Bastion Point had been designed to manage the volume of food checks required for the Port of Dover which amounted to 80% of the total volume of checks as well as the Channel Tunnel.
- Members questioned whether vehicles leaving the Port of Dover could be relied on to travel the 22 miles to Sevington for checks. In reply it was stated that this was a concern given the lack of detail from DEFRA as there was nothing to stop food from being overloaded and that the situation was unique to Dover and did not happen at any other UK point of entry. It would mean that for the first time ever products originating from the rest of the world would enter and leave the Port of Dover without oversight. This concern had also been raised by the EFRA Committee.
- When the border operating model would come into effect. Members were advised that Sanitary and Phytosanitary (SPS) checks had been delayed repeatedly and were now expected in late April 2024.
- In response to a question on the checks undertaken by the Dover Port Health Authority, it was stated that it dealt with Sanitary and Phytosanitary (SPS) checks and other food checks such as African Swine Fever (ASF) checks.
- What impact the loss of revenue for ASF checks would have on the budget. Members were advised that there was no income from those checks and that most costs were staffing related.
- The impact of the Dover Port Health Authority ASF checks being extended to Coquelles. Members were advised that currently the PHA only undertook checks in Dover and that extending the service would have significant cost implications.

- Whether other options had been considered, such as tailoring the Dover Port Health Authority to the DEFRA funding available. Members were advised that any downscaling would have a significant impact on the port health service delivery. Currently DEFRA fund 34 posts plus 6 vets. The service was at a critical point and it was hoped that DEFRA would at least recognise the necessity of retaining the current service. The Strategic Director (Finance and Housing) advised that DEFRA had stated that the service should be self-funding through enforcement fines but this was not deliverable.
- It was questioned as to why the Council was going against DEFRA's expectations and funding arrangements for the Dover Port Health Authority service. In response it was stated that it was felt that it would be irresponsible to cut the service given the levels of African Swine Fever in Europe and the level of finds and seizures and that DEFRA know the service is under resourced as we have been lobbying them for over a year on funding arrangements. The impact an outbreak in the UK would have on the UK farming sector would be huge.
- To welcome that the Council Budget for 2024/25 was a balanced budget with the lowest Council Tax in East Kent and had no service cuts.
- To question why housing plans accounted for less than 100 properties. It was stated that those properties had been approved but there were others in the pipeline for which it was too early to count.
- In response to a question about new capital projects, it was stated that the Council had limited capital resources for any major projects beyond those set out in the budget papers.
- To confirm that £5 million was still allocated to the Tides Project. In reply it was stated that £600,000 had been spent and £4.4 million remained unspent.
- To welcome funding for the Marke Wood Play Area.
- To discuss the progress of the new garden waste scheme. Members were advised that the service was still being promoted and that to date over 5,000 subscribers had been reached.

It was agreed to note the Section 25 Report and the Council Budget 2024/25 and Medium-Term Financial Plan 2024/25-2027/28.

101 COUNCIL BUDGET 2024/25 AND MEDIUM-TERM FINANCIAL PLAN 2024/25–2027/28

This item was taken en bloc with the Section 25 report.

The meeting ended at 7.30 pm.

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 PUBLIC PETITION, COUNCIL, CABINET
OR ANOTHER COMMITTEE**

To consider any issues referred to the Overview and Scrutiny Committee.

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

Key Decisions 2023/24	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, Climate Change & Environment or Strategic Director (Finance & Housing))	Head of Finance & Investment	Finance, Governance, Climate Change & Environment
2	Approval of projects to purchase and develop properties for use as affordable housing	Ongoing (decisions to be taken by Cabinet or Strategic Director (Finance & Housing) in consultation with Portfolio Holder for Housing, Skills & Education)	Head of Finance & Investment	Housing, Skills & Education
3	Approval of draft Dour Street, Dover Conservation Area Character Appraisal	6 February and 4 September 2023	Head of Planning & Development	Planning & Built Environment
4	Consultation on draft Green Infrastructure Strategy	6 March 2023 and 13 May 2024	Head of Planning & Development	Planning & Built Environment
5	Bench Street (Future High Streets Fund project) – Decisions related to project progression and delivery	Ongoing (decisions to be taken by the Leader of the Council or Strategic Director (Place & Environment))	Head of Place & Growth	Leader of the Council
6	Levelling Up Fund – Dover Beacon, Bench Street, Dover – Decisions relating to project progression and delivery	Ongoing (decisions to be taken by the Leader of the Council or Strategic Director (Place & Environment))	Head of Place & Growth	Leader of the Council
7	To seek approval for a variation to the current responsive repairs, voids and associated services contract and to report on proposals for a new contract	3 July 2023	Head of Property Assets	Housing, Skills & Education

Agenda Item No 7

Key Decisions 2023/24	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)	Head of Service	Portfolio Holder
8	Adoption of Procurement Strategy 2023-26	3 July 2023	Head of Finance & Investment	Finance, Governance, Climate Change & Environment
9	Approval to convert garden waste collection service from sacks to wheeled bins	4 September 2023	Head of Waste Services	Planning & Built Environment
10	Acquisition of affordable housing at Buckland Hospital site	This item has been withdrawn	Head of Finance & Investment	Housing, Skills & Education
11	Sale of land at Astley Avenue, Dover	3 June 2024	Head of Finance & Investment	Finance, Governance, Climate Change & Environment
12	Permission to go out to formal consultation on variation of (Dover District Council) Public Spaces Protection Order 2022 and approval of final Order	4 September 2023 and 15 January 2024	Head of Port Health & Environmental Services	Transport, Licensing & Environmental Services
13	Provision of interim housing for Ukrainian refugees via Local Authority Housing Fund	4 September 2023	Head of Finance & Investment	Housing, Skills & Education
14	Approval of draft Cultural Strategy for consultation	8 April 2024	Head of Place & Growth	Community & Corporate Property
15	To approve publication of Infrastructure Funding Statement 2022/23	2 October 2023	Head of Planning & Development	Planning & Built Environment
16	Identification of proposals and route forward for Dover town centre regeneration delivery (Western Heights, Roman Painted House & Stembrook car park/former Co-op site)	8 April 2024	Head of Place & Growth	Leader of the Council
17	Dover town centre regeneration – project enabling and delivery related approvals	Ongoing (decisions to be taken by the Leader of the Council or Strategic Director (Place & Environment))	Head of Place & Growth	Leader of the Council
18	Aylesham Development Update	March 2024 Delegated decision to be taken by Strategic Director (Place & Environment)	Head of Place & Growth	Leader of the Council
19	Changes to Council's Events Policy and Memorandum of Understanding to occupy Council land for events	8 April 2024	Heads of Community & Digital Services and Property Assets	Community & Corporate Property

Key Decisions 2023/24	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)	Head of Service	Portfolio Holder
20	To consider the update on alternative solutions or sources of external funding that might provide a possible phased way forward in delivering the Tides Leisure Centre project	Spring/Early Summer 2024	Head of Place & Growth	Community & Corporate Property
21	Free Christmas Parking in Council's car parks	6 November 2023	Head of Community & Digital Services	Community & Corporate Property
22	Publication of Housing Needs Survey 2023 results	This item has been withdrawn	Head of Housing	Housing, Skills & Education
23	Seeking an amendment to period of Exclusive Right of Burial granted at Council-owned cemeteries	4 December 2023	Head of Parks, Open Spaces & Countryside	Community & Corporate Property
24	Parking Charges Review	15 January 2024	Head of Community & Digital Services	Community & Corporate Property
25	Fees and Charges – agreement on levels for 2024/25	15 January 2024	Head of Finance & Investment	Finance, Governance, Climate Change & Environment
26	Adoption of new Housing Revenue Account Rent-Setting Policy	4 March 2024	Head of Housing	Housing, Skills & Education
27	Adoption of proposed Leasehold Management Policy	5 February 2024	Head of Housing	Housing, Skills & Education
28	Approval and adoption of updated version of Shared Ownership Policy	5 February 2024	Head of Housing	Housing, Skills & Education
29	Recommendation to Council of the draft 2024/25 Budget and Medium-Term Financial Plan 2024/25-2027/28 and approval by Cabinet of various delegations within the Budget	5 and 26 February and 4 March 2024	Head of Finance & Investment	Finance, Governance, Climate Change & Environment
30	Approval of award of contract for repointing and associated works to Council's housing stock	4 March 2024	Head of Property Assets	Housing, Skills & Education
31	Issue of tender for election and electoral registration-related printing and automated response service for Register of Electors	8 April 2024	Head of Corporate Services & Democracy	Finance, Governance, Climate Change & Environment
32	Award of contract for remediation work to land at Poulton Close, Dover in relation to affordable housing development	4 March 2024	Head of Housing	Housing, Skills & Education
33	Approval of Safeguarding Policy and Person in a Position of Trust Policy	8 April 2024	Head of Community & Digital Services	Community & Corporate Property
34	Renewal of Housing Management Software Contract	13 May 2024	Head of Housing	Housing, Skills & Education

Key Decisions 2023/24	Item	Date of meeting at which decision will be taken by Cabinet (unless specified otherwise)	Head of Service	Portfolio Holder
35	Acceptance of capital grant funding for coastal protection works in support of Deal Beach Management Plan 2023/24-2025/26	8 April 2024	Head of Property Assets	Community & Corporate Property
36	Adoption of Vulnerable Tenant Policy	8 April 2024	Head of Housing	Housing, Skills & Education
37	Agreement of extensions to Dour Street Conservation Area and introduction of an Article 4 Direction	8 April 2024	Head of Planning & Development	Planning & Built Environment
38	Adoption of Pets Policy	8 April 2024	Head of Housing	Housing, Skills & Education
39	To consider the need for a crematorium and steps for procurement and options for additional burial space	8 April 2024	Head of Place & Growth	Community & Corporate Property

- 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).

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2023/24

Month	Issue	Members On-going or single item?	Officers (Corporate Expenditure unless otherwise stated)	Reason for Inclusion on the Work Programme (incl. any actions required and any expenditure)
12 June 2023	Provision of Interim Housing and Support for Afghan Refugees via Afghan Relocations and Assistance Programme	Single Item	Heads of Finance & Investment and Transformation.	To consider the report.
	Hackney Carriage Numbers - Unmet Demand Survey	Single Item	Strategic Director (Corporate and Regulatory)	To consider the report.
	Purchase of New Shared Ownership Housing at Willowbank, Sandwich	Single Item	Head of Finance & Investment	To consider the report.
10 July 2023	Performance Report Q4 2022/23	Quarterly Report	Strategic Director (Corporate and Regulatory)	To consider the report.
	Update on Corporate Complaints Policy	Single Item	Strategic Director (Corporate and Regulatory)	To consider the report.
	Adoption of Procurement Strategy 2023-26	Single Item	Procurement Manager	To consider the report.
	Dover Beacon/Bench Street Projects	Single Item	Head of Place, Growth, Investment and Creative Services	To consider the report.

Please note items beyond the current month are subject to change depending on Forward Plan, officer availability, etc.

Month	Issue	Members On-going or single item?	Officers (Corporate Expenditure unless otherwise stated)	Reason for Inclusion on the Work Programme (incl. any actions required and any expenditure)
	Responsive Repairs, Voids and Associated Services Contract 2011-2025	Single Item	Head of Property Assets	To consider the report.
11 September 2023	Performance Report Q1 2023/24	Quarterly Report	Head of Corporate Services & Democracy	To consider the report.
	Fasttrack Update	Single Item	Head of Place & Growth	To receive an update.
	Regeneration Update	Quarterly Update	Head of Place & Growth	To receive an update.
	Public Spaces Protection Order Consultation	Single Item	Head of Transformation and the Port Health & Public Protection Manager	To consider the report.
	Adoption of Dour Street, Dover Conservation Area Character Appraisal	Single Item	Principal Heritage Officer	To consider the report.
	Provision of Interim Housing for Ukrainian Refugees via Local Authority Housing Fund	Single Item	Head of Finance and Investment	To consider the report.
	Dover District Council Community Grants Scheme Arrangements for 2023/24	Single Item	Head of Transformation	To consider the report.
	Full Structural Survey to Deal Pier	Single Item	Corporate Estate and Coastal Engineer	To consider the report.

Please note items beyond the current month are subject to change depending on Forward Plan, officer availability, etc.

Month	Issue	Members On-going or single item?	Officers (Corporate Expenditure unless otherwise stated)	Reason for Inclusion on the Work Programme (incl. any actions required and any expenditure)
	Green Waste Containerisation Project	Single Item	Head of Waste Services	To consider the report.
9 October 2023 CANCELLED	Infrastructure Funding Statement 2022/2023	Single Item	Head of Planning and Development	To consider the report.
13 November 2023	Phlebotomy Services	Single Item	Integrated Care Board	To receive an update on Phlebotomy Services. Key Questions will be required.
	Establishment of Climate and Nature Forum	Single Item	Strategic Director (Place & Environment)	To consider the report.
	Tides Leisure Centre	Single Item	Strategic Director (Place & Environment)	To consider the report.
	Dover Town Centre Regeneration - Bench Street (Westside),	Single Item	Head of Growth and Place	To consider the report.
	Dover Town Centre Regeneration - Camden Crescent, Dover	Single Item	Head of Growth and Place	To consider the report.
11 December 2023	Update on Hackney Carriage Numbers	Follow-Up	Strategic Director (Corporate & Regulatory)	To receive an update on the 5 wheelchair accessible vehicle licenses agreed as part of the Unmet Demand Survey. (June 2023 meeting)
	Performance Report Q2 2023/24	Quarterly Report	Strategic Director (Corporate and Regulatory)	To consider the report.
22 January 2024	Fees and Charges	Single Item	Strategic Director (Finance & Housing) Head of Finance & Investment	To consider the report.

Please note items beyond the current month are subject to change depending on Forward Plan, officer availability, etc.

Month	Issue	Members On-going or single item?	Officers (Corporate Expenditure unless otherwise stated)	Reason for Inclusion on the Work Programme (incl. any actions required and any expenditure)
	Port of Dover	Single Item	Head of Corporate Services and Democracy	To receive an update from the Port of Dover on the Masterplan and other areas relating to the Port and consider whether any recommendations should be made in respect of the update.
	Review of On and Off-Street Parking Charges	Single Item	Strategic Director (Finance & Housing)	To consider the report.
	Sale of Guide Hut at Land Adjoining 107 Sandwich Road, Whitfield	Single Item	Head of Property Assets	To consider the report.
19 February 2024	Budget and MTFP 2024/25	Single Item	Strategic Director (Finance & Housing)	To consider the report.
	Section 25 Report	Single Item	Strategic Director (Finance & Housing)	To consider the report.
	EK Service Transition Business Case	Single Item	Interim EKS Service Transition Manager	To consider the report.
11 March 2024	Crime and Disorder Update	Twice Yearly Update	Strategic Director (Finance & Housing)	To receive an update. Kent Police will be in attendance. [Possible separate meeting]
	Performance Report Q3 2023/24	Quarterly Report	Strategic Director (Corporate and Regulatory)	To consider the report.
	EK Service Transition Business Case	Single Item	Interim EKS Service Transition Manager	To consider the report.
15 April 2024	NHS Dentistry	Single Item	NHS Kent and Medway	To scrutinise the provision of NHS Dentistry services in the Dover District. [Provisional date]

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Month	Issue	Members On-going or single item?	Officers (Corporate Expenditure unless otherwise stated)	Reason for Inclusion on the Work Programme (incl. any actions required and any expenditure)
20 May 2024	Digital and Technology Services Update	Single Item	Strategic Director (Corporate & Regulatory) Digital Services Manager	To receive an update on recent IT issues.
	Motion from Full Council	On-Going	Head of Corporate Services & Democracy	This item may require several meetings. Suggest a scoping paper as first step. [This could be scheduled earlier if Members consider it a higher priority].
Date to be confirmed	Property Assets	Single Item	Strategic Director (Place & Environment)	To consider the Council's Property Assets with a focus on Cedars, Western Road and Park Avenue Nursery

Please note items beyond the current month are subject to change depending on Forward Plan, officer availability, etc.

Watching Brief – To be scheduled as required

Month	Issue	Members On-going or single item?	Officers (Corporate Expenditure unless otherwise stated)	Reason for Inclusion on the Work Programme (incl. any actions required and any expenditure)
Watching Brief	KCC Community Services Update	Single Item	Kent County Council	Exact date dependent on KCC proposals. [KCC have confirmed that they are prepared to attend once internal consultation/communications have been completed - Expected scrutiny mid-2024]
Watching Brief	Consultation on Closure of KCC Household Waste Sites	Single Item	Kent County Council	The consultation is currently paused by KCC. This item is to maintain a watching brief should proposals for consultation on closures return.

Deleted from the Work Programme

Month	Issue	Members On-going or single item?	Officers (Corporate Expenditure unless otherwise stated)	Reason for Inclusion on the Work Programme (incl. any actions required and any expenditure)
DELETED	Hackney Carriage and Private Hire Taxis	Single Item	Strategic Director (Corporate and Regulatory)	Added at Request of Cllr C A Vinson This item will need further discussion in respect of what information is required from officers.

Please note items beyond the current month are subject to change depending on Forward Plan, officer availability, etc.

Other Work Programme Items – To be scheduled by the Democratic & Corporate Services Manager in consultation with the Chair and Controlling Group Spokesperson as the work programme permits

Provisional Scheduling	Subject	Why on Work Programme?
22 January 2024	<p>Motion Referred from the Full Council – 1 March 2023</p> <p>“This Council notes that there is more work to be done to encourage a more diverse range of candidates for elections in future, in order that councillors better reflect the diverse communities they serve.</p> <p>This Council therefore resolves to ask the Overview and Scrutiny Committee to include in the Committee work programme consideration of how more residents from across those communities can be encouraged to participate in local democracy and potentially stand as candidates in future council elections.”</p>	<p>Referral from the Full Council</p> <p>May require several meetings.</p> <p>Suggest a scoping paper as first step for May 2024.</p>
11 September 2023	Regeneration Update (Twice Yearly) – Proposed dates	Agreed by Committee
February 2025	Follow up on the Provision of Interim Housing And Support for Afghan Refugees via the Afghan Relocations and Assistance Programme (Arap)	Agreed by Committee

Priority to be Determined – Members are asked to prioritise items and work will undertaken to schedule on that basis.

Date to be Confirmed	Parking Strategy Review	To scrutinise when ready.
Date to be Confirmed	Garden Waste Scheme	To consider the performance of the scheme after a full growing season
Date To be Confirmed - 2024	Roman Painted House	Agreed by Committee. Provisionally looking at early 2024.
Date To be Confirmed - 2023	Port of Dover – Update on Peak Traffic Flow Management and Western Docks Regeneration	Agreed by Committee. Port of Dover considering dates for a meeting in 2024.
Date To be Confirmed - 2024	Council Asset Disposal Plans	Agreed by Committee

Please note items beyond the current month are subject to change depending on Forward Plan, officer availability, etc.

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 before the meeting. The agenda front sheet will specify which items public speaking applies to for that meeting.

You can only register to speak in respect of items on the agenda.

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 an item of business on the agenda.

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.

Dover District Council
Overview and Scrutiny Committee
NHS Dentistry Provision

Councillor C A Vinson

- Q1. What proportion of the 1) adult, and 2) child population of the district is registered with a dentist as an NHS patient?
- Q2. How has the number of dentists (and dental surgeries) in the district changed over the past 5 or more years?
- Q3. What proportion of the dental surgeries in the district are currently accepting new NHS patients?
- Q4. Are there any areas of the district particularly well served, or under served by NHS dentistry?
- Q5. How does oral/dental health in the Dover district compare to the rest of Kent, and the rest of the country?
- Q6. How will the government's NHS dentistry recovery plan affect residents, and be delivered in the Dover district?
- Q6. Are any 'dental vans' planned to be introduced in the Dover district?

Councillor M J Nee

- Q7. How many NHS patients have been removed from dentistry lists since 2020 and how many new registrations have there been since then?
- Q8. How many people present at hospitals with dental emergencies? Of these, what % are children?

Councillor H M Williams

- Q9. How do you measure the number of NHS dentists in an area, given that some dentists have all NHS patients, some have some NHS plus some private, and some have only private patients?
- Q10. Given the size of the population in Dover District (in 2022, a bit over 117,000). How many NHS dentists should there be? So, what is the shortfall?

- Q11. How does the number of NHS dentists in Dover District compare with the UK average, and other districts in the South-East?
- Q12. How does the average no of patients per NHS dentist in Dover District, compare to other England districts?
- Q13. Can you tell us about local children's dental services? (that is preschool, primary aged and secondary aged).
- What preventative services do you run for children? Is there a school dental service?
 - If a child is found to need the attention of a dentist what happens if they don't have an NHS dentist?
 - How many NHS dentists are regularly treating and checking children's teeth locally?
 - What %age of children in Dover District get seen regularly by a dentist?
- Q14. Do you have figures on children seen by local hospitals for emergency dental treatment? I believe it is the highest reason for children attending A&E, is this correct?
- Q15. My concern as a DDC councillor, is the long-term consequences of the number of children with poor teeth, and what this is storing up for the future of their dental health, and also the impact on hospitals. Please will you comment on this.
- Q16. Why are so many dentists leaving the NHS to do private work?... I watched Countryfile on BBC1 TV on Sunday 16 March. They quoted the British Dental Association, that there is a crisis in dental care and 1 in 4 people have unmet dental care needs.
- Q17. In 2005/6 a new Dental Contract was introduced with Units of Dental Activity (Bands 1, 2 and 3). Many dentists did not renew their NHS contract which I believe has led us to the current position of poor dental health in the UK. Are there any plans to change the contract to a fee per procedure? or other changes e.g. to what it was before 2005?
- Q18. On 1st April 2024 the costs to patients went up 8.5%, Band One being £26.80.(In April 2014 that figure was £18.50, so a 45% increase) If everything on that band was completed it would take an hour to complete and, therefore, dentists do not have the time. Some tasks will be put off requiring the patient to attend again, therefore, delaying treatment and an additional £26.80. Is the Dental Service monitoring all NHS dentists to ensure this does not happen?
- Q19. From April 2024 Band 2, costs £73.50, and includes Band One treatment plus up to three fillings, root canals, extractions. (in April 2014 this was £50.50, a 45% increase). There is no incentive to preserve teeth. It is less time consuming for the dentist to do an extraction, thus affecting patients' long term dental health. Is the Dental Service monitoring all NHS dentists to ensure this does not happen?

Q20. For a dental emergency, people are referred to a hospital A&E by 111. How many dentists are employed at our local hospitals? Is there an out-of-hours emergency service? Can you explain please.

Q21. In Feb this year a dental recovery plan was announced by the government. How do you see this affecting Dover District residents? What can you do about increasing the number of local dentists? Can we request a mobile service?

Subject:	RENOVATION OF FORMER HAIR SALON TO PROVIDE EXTENDED FACILITIES FOR CROSSLINKS YOUTH & COMMUNITY HUB AT 9 SHERIDAN ROAD, DOVER
Meeting and Date:	Cabinet – 8 April 2024
Report of:	David Parish, Head of Property Assets
Portfolio Holder:	Councillor Charlotte Zosseder, Portfolio Holder for Community and Corporate Property
Decision Type:	Non-Key Decision
Classification:	Unrestricted

Purpose of the report: To update Cabinet on progress with the project to undertake works to the shops at Nos 9 and 13 Sheridan Road, Dover to support the work of the Crosslinks Community Hub and seek approval for the proposed concessionary rent arrangements.

- Recommendation:**
- (a) To note that tenders have been sought for the works involved and that the Strategic Director (Place and Environment) will shortly be awarding the contract for the refurbishment work to the premises following review of the tenders.
 - (b) To approve a Grant of Concessionary Rental to Crosslinks Community Hub in the sum of £4,650 per annum in respect of the rent for 13 Sheridan Road.
 - (c) To approve an increase in the Grant to Crosslinks Youth & Community Hub in respect of the rent for 9 Sheridan Road from £3,250 to £4,350 per annum.
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1. Summary

- 1.1. This report updates Cabinet on the current situation regarding units 9 and 13 Sheridan Road, with authorisation shortly being granted by the Strategic Director (Place and Environment) to award the main works contract, approve a grant increase to number 9 and a new grant to number 13 as detailed. These works will provide a larger facility for Crosslinks Youth & Community Hub who already occupy 9 Sheridan Road. The works will benefit the wider community by increasing activities and training available, create a more attractive shopfront, improve visual amenity, help reduce vandalism and stop the building falling into further disrepair.

2. Introduction and Background

2.1 At Cabinet on 6 November 2023 (CAB 44) it was agreed:

- (a) That the use of £80,000 from the Special Reserve Fund for Corporate Assets Repairs and Maintenance for works at 9 and 13 Sheridan Road be approved.
- (b) That the transfer of two disused housing stores adjoining 13 Sheridan Road for use by the Crosslinks Youth & Community Hub be approved.
- (c) That the grant of a lease for 13 Sheridan Road to Crosslinks Youth & Community Hub for a 5-year term, and the early renewal of the lease for 9 Sheridan Road to Crosslinks Community Hub, to align with the above term, be approved.
- (d) That the Strategic Director (Place and Environment) be authorised to agree the terms of the leases.

2.2 The recent rent review of 9 has concluded that the current rent is lower than market value and therefore will need to be increased to £4,350 (an additional annual sum of £1,100) on renewal of the lease. Approval was given by Cabinet at the meeting on 4 March 24 (CAB 84) to award Cross Links a Grant of Concessionary Rental for the sum of £3,250 for 9 Sheridan Road but we are seeking approval for the increase in grant funding to £4,350 in order to cover the revised rent.

2.3 The review for the Heads of Terms for 13 Sheridan Road concluded the market rental value is £4,650 and we are seeking grant funding to the same amount.

2.4 In respect of 2.2 and 2.3 the Council's Principal Valuer confirms the rents represent the best consideration reasonably obtainable.

2.5 Tenders have been sought to carry out the refurbishment works and are expected to come back in the region of £130,000; this figure will be updated when the tender evaluations are complete.

3. Identification of Options

3.1 Option 1: To proceed and deliver all aspects of the works detailed in this report

3.2 Option 2: Not to proceed with the works and leave the shop unit vacant.

4. Evaluation of Options

4.1 Option 1 is the recommended option. The Crosslinks Youth & Community Hub is a key asset in the Buckland ward as well as the Dover District with youth groups in general; therefore, the proposed renovation to both shops will enhance youth facilities and benefit the community by providing additional training and core skills within a working environment.

4.2 Option 2 – Is not the recommended option as it fails to take advantage of a good opportunity to enhance communal facilities within the Buckland area. Without the use of the additional building, it would limit what the Crosslinks Youth & Community Hub can provide and the extra services that the community are in desperate need of.

4.3 The vacant commercial unit at 13 Sheridan Road would remain untenanted and at risk of future vandalism, fly tipping and general disrepair with no other tenancy interest at the time of this report.

We have also received a letter from planning regarding the present state of the frontage to number 13 with a possible improvement notice being served.

5. Resource Implications

- 5.1 The new lease following the renovation of 13 Sheridan Road would result in a vacant facility being taken on and reduce the liability to the Council.
- 5.2 The proposed expenditure for the overall refurbishment project is £130,000 with the funding coming from various sources as below:
- £80,000 from the Special Reserve Fund for which approval was given by Cabinet at the meeting on 6.11.23 (CAB 44 6.11.23); to carry out refurbishment works at 9 and 13 Sheridan Road to extend the existing Crosslinks Youth & Community Hub across units 9 and 13 Sheridan Road.
 - £25,000 funding (as reported at CAB 44 6.11.23) from Crosslinks to carry out refurbishment works to 9 Sheridan Road in conjunction with the refurbishment of 13 Sheridan Road. This funding is to be invoiced to Crosslinks on award of the main works contract.
 - £5,000 from the insurance claim for vehicle damage to the rear wall of 13 Sheridan Road (as reported at CAB 44 6.11.23).
 - £20,000 from the HRA budget for the urgent works required to the walkway serving the Council owned dwellings above 9 and 13 Sheridan Road. These urgent works are required to stop continued water ingress into the newly refurbished commercial units.

6. Climate Change and Environmental Implications

- 6.2 Where possible long lasting or recyclable materials will be explored for work, thus contributing to the Council's Climate Change objectives including appropriate insulation to the new roofing system on the rear courtyards, new LED lights to replace existing system and double glazing to the new shop fronts for increased energy efficiency measures.
- 6.3 The Council will continue to work with Crosslinks Community Centre to find suitable solutions for Low carbon heating system.

7. Corporate Implications

- 7.1 Comment from the Director of Finance (linked to the MTFP): 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.
- 7.3 Comment from the Equalities Officer: This report seeking approval to award the Sheridan Road shop refurbishment contract, approve a grant increase to number 9 and a new grant to number 13, does not specifically highlight any equality implications. 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>
- 7.4 Other Officers (as appropriate):

8. Appendices

None.

Background Papers

Relevant papers on Property Services file – Sheridan Road Shops, Crosslinks

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DOVER DISTRICT COUNCIL

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>
13 – Dover District Crematorium Project	3	Information relating to the financial affairs of any particular person (including the authority holding that information)
14 – Dover Town Centre Regeneration – Roman Painted House and Roman Lawn, Dover	3	Information relating to the financial affairs of any particular person (including the authority holding that information)
15 – Your Leisure Additional Funding	3	Information relating to the financial 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.

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