



Democratic Services
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Our ref: KBS/CABRCD
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Date: 18 January 2024

TO: ALL MEMBERS OF THE COUNCIL

Dear Councillor

CABINET: RECORD OF DECISIONS

Please find attached the Record of Decisions of the Cabinet meeting held on Monday, 15 January 2024. Unless otherwise indicated within the schedule, these decisions may be called in for scrutiny, provided notice is given to me in writing by **10.00am on Wednesday, 24 January 2024.**

The call-in procedures are set out at paragraph 18 of the Overview and Scrutiny Procedure Rules. Call-in may be activated by the Chairman of the Overview and Scrutiny Committee, the Controlling Group Spokesperson of the Overview and Scrutiny Committee or any three non-executive Members. The reasons for calling in an item must be given.

Yours sincerely

A handwritten signature in black ink that reads "Kate Batty-Smith". Below the signature is a short horizontal line.

Kate Batty-Smith
Democratic Services Officer

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Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 15 January 2024 at 6.00 pm

Present:

Chairman: Councillor K Mills

Councillors: J L Pout
S H Beer
E A Biggs
P M Brivio
C D Zosseder

Also Present: Councillor T J Bartlett
Councillor M Bates
Councillor D R Friend
Councillor N S Kenton
Councillor R M Knight
Councillor M J Nee
Councillor O C de R Richardson
Councillor C A Vinson

Officers: Chief Executive
Strategic Director (Corporate and Regulatory)
Strategic Director (Finance and Housing)
Strategic Director (Place and Environment)
Head of Corporate Services and Democracy
Head of Finance and Investment
Head of Property Assets
Community, Asylum and Transport Services Manager
Community Safety and Resilience Manager
Environmental Protection and Crime Manager
Transport and Parking Services Manager
Principal Valuer
Democratic Services Officer

The formal decisions of the executive are detailed in the following schedule.

Record of Decisions: Executive Functions

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 58 15.1.24 Open Key Decisions No Call-in to apply Yes Implementation Date 24 January 2024	<u>APOLOGIES</u> It was noted that there were no apologies for absence.	None.	To note any apologies for absence.	

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 59 15.1.24 Open Key Decisions No Call-in to apply Yes Implementation Date	<u>DECLARATIONS OF INTEREST</u> There were no declarations of interest.	None.	To note any declarations of interest.	

23 January 2024				
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Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 60 15.1.24 Open Key Decisions No Call-in to apply Yes Implementation Date 24 January 2024	<u>RECORD OF DECISIONS</u> It was agreed that the decisions of the meeting held on 4 December 2023, as detailed in decision numbers CAB 50 to CAB 57, be approved as a correct record and signed by the Chairman.	None.	Cabinet is required to approve the Record of Decisions of the Cabinet meeting held on 4 December 2023.	

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 61 15.1.24 Open Key Decisions No Call-in to apply Yes Implementation Date	<u>STRATEGIC PERFORMANCE DASHBOARD - SECOND QUARTER 2023/24</u> It was agreed: (a) That the Overview and Scrutiny Committee's recommendation, made at its meeting held on 11 December 2023 (Minute No 75), be approved as follows: That the Cabinet explores changing the status of the high-speed road network to special road status in order to obtain assistance in funding cleansing.	To reject the recommendation.	At its meeting held on 11 December 2023, the Overview and Scrutiny Committee considered Cabinet decision CAB 57 of 4 December 2023 and made an additional recommendation (Minute No 75).	

24 January 2024	(b) That the initial communication about this matter should be in the form of an open letter to the minister.		Having considered the Committee's recommendation, Cabinet decided to add another of its own.	
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Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 62 15.1.24 Open</p> <p>Key Decisions No</p> <p>Call-in to apply No</p> <p>Implementation Date 1 February 2024</p>	<p><u>RISK MANAGEMENT STRATEGY</u></p> <p>It was agreed to recommend to Council that the new Risk Management Strategy and accompanying toolkit be adopted.</p>	None.	<p>The Council's Risk Management Strategy is predominantly a document for internal use for the reporting of risks to Corporate Management Team and Members.</p> <p>The Strategy has not been reviewed in detail since 2016/17 and, following a desktop review by the Council's insurers, the revised strategy seeks to address a number of areas identified for improvement.</p>	

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Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 63 15.1.24 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 24 January 2024</p>	<p><u>PUBLIC SPACES PROTECTION ORDER</u></p> <p>It was agreed that, having regard to the conditions within Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014, the variation of the Public Spaces Protection Order (Dover District Council) 2022 be approved.</p>	<p>None.</p>	<p>At its meeting held on 4 September 2023, Cabinet agreed that consultation should be conducted on proposed variations to the Council's existing Public Spaces Protection Order (PSPO) (CAB 24).</p> <p>Following a 6-week consultation period which ended in October, Cabinet is requested to approve the proposed variations to the PSPO which will come into force on 23 January 2024.</p>	

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<p>CAB 64 15.1.24 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 24 January 2024</p>	<p><u>FEES AND CHARGES 2024/25</u></p> <p>It was agreed:</p> <p>(a) That the Fees and Charges (F&Cs) for 2024/25, as set out in Appendices 2.1 to 2.14 and 5.1 (except for the Section 106 Monitoring Fee which has been approved by the Planning Committee) and 5.3 be approved.</p> <p>(b) That any F&Cs will be adjusted by Strategic Directors, in consultation with the Portfolio Holders, to comply with any subsequently received government guidelines (when they are received) and any other minor changes made without being the subject of a further report unless they are materially different from current charges or have a material impact on the level of income.</p> <p>(c) That the general principle that fees are set at an appropriate inclusive level, irrespective of VAT status, and that the VAT element within the overall fee level is then determined, be approved.</p> <p>(d) That the fees and charges approved separately by the Licensing and Regulatory Committees, as set out in Appendices 3.1 to 3.4, be noted.</p>	<p>None.</p>	<p>The Council's Constitution stipulates that the Council's fees and charges should be reviewed annually. Cabinet is required to set the level of these for 2024/25.</p>	
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Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 65 15.1.24 Open</p>	<p><u>REVIEW OF ON AND OFF-STREET PARKING CHARGES</u></p> <p>It was agreed:</p>	<p>To approve all of the proposals set out in Appendix 1</p>	<p>It was agreed in 2011 that the Council's on-street</p>	

<p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 24 January 2024</p>	<p>(a) That the outcome of the annual review of parking charges be noted.</p> <p>(b) That, subject to the exceptions outlined in (c), the proposed parking charge options set out in Appendix 1 to the report be approved.</p> <p>(c) That the following proposals be deferred pending the outcome of the strategic review of parking across the district scheduled to be carried out in 2024/25:</p> <ul style="list-style-type: none"> • Introduction of charging in four rural car parks (namely Reach Road, St Margaret's-at-Cliffe; High Street, Ash; High Street, Eastry and High Street, Wingham) and Borrow Pit car park and Victoria Park car park • Introduction of charging for the application and installation of on-street disabled parking bays • All-year-round parking at St Margaret's Bay <p>(d) That each of the Transport and Parking Services Manager and the Community Services Manager, in consultation with the Portfolio Holder for Community and Corporate Property, be authorised to take all necessary legal and procedural processes to give effect to the agreed recommendations set out in Appendix 1, including the giving of notices and the making or amendment of any orders under the Road Traffic Regulation Act 1984 and, also, the making of arrangements with Dover Harbour Board pursuant to Section 33(4) of the Road Traffic Regulation Act 1984.</p>	<p>of the report.</p>	<p>and off-street parking charges should be reviewed annually. Cabinet is asked to note the outcome of this year's review and consider the proposals set out in Appendix 1 of the report which include the introduction of charges in car parks which are currently free and fees for the installation of an on-street disabled parking bay.</p>	
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Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 66 15.1.24 Open Key Decisions No Call-in to apply Yes Implementation Date 24 January 2024	<u>REVIEW OF MEMBER CATERING PROVISION</u> It was agreed that Option 3 (tea/coffee/juice/biscuits) be approved in respect of providing catering at future council and committee meetings.	None.	The retirement of the person catering for the Council's meetings in December presented an opportunity to review the catering provided for Members at council and committee meetings.	

Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
CAB 67 15.1.24 Open Key Decisions No Call-in to apply Yes Implementation Date	<u>EXCLUSION OF THE PRESS AND PUBLIC</u> That, in accordance with the provisions of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the press and the public be excluded during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972.	None.		

Immediate				
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Decision Status	Record of Decision	Alternative options considered and rejected (if any)	Reasons for Decision	Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)
<p>CAB 68 15.1.24 Exempt</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 24 January 2024</p>	<p><u>SALE OF GUIDE HUT AT LAND ADJOINING 107 SANDWICH ROAD, WHITFIELD</u></p> <p>It was agreed:</p> <p>(a) That the sale of the land to the person referred to in the report and on the terms outlined therein be approved.</p> <p>(b) That the Strategic Director (Place and Environment) be authorised to agree detailed terms for the disposal, acting in consultation with the Portfolio Holder for Community and Corporate Property.</p>	<p>None.</p>	<p>At its meeting held on 11 January 2021, Cabinet agreed to sell land to the west of 107 Sandwich Road, Whitfield to a private buyer. However, it decided to defer the sale of the remaining land on which there was a guide hut until a long-term solution could be found for the guides.</p> <p>Cabinet approval is now sought for the sale of the remaining land.</p>	

The meeting ended at 6.45 pm