



Notice of Forthcoming Key Decisions

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

Publication Date: 3 November 2023

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 K Mills	Leader of the Council
Councillor J L Pout	Deputy Leader and Portfolio Holder for Transport, Licensing and Environmental Services
Councillor E A Biggs	Portfolio Holder for Planning and Built Environment
Councillor P M Brivio	Portfolio Holder for Housing, Skills and Education
Councillor C D Zosseder	Portfolio Holder for Community and Corporate Property
Councillor S H Beer	Portfolio Holder for Finance, Governance, Climate Change and Environment

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 and 4 December 2023	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 2

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	15 January 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 and 4 December 2023	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	15 January 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)	4 December 2023	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	November 2023 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	15 January 2024	Heads of Transformation 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	Update on detailed feasibility work to rebuild facilities at Tides Leisure Centre and seek approval on whether to progress to next stages of project development	6 November 2023	Head of Place & Growth	Community & Corporate Property
21	Free Christmas Parking in Council's car parks	6 November 2023	Head of Transformation	Transport, Licensing & Environmental Services
22	Publication of Housing Needs Survey 2023 results	4 December 2023	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

- 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).

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<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 1/23/24</p> <p>(1) Property Acquisitions</p> <p>(2) Councillor S H Beer, Portfolio Holder for Finance, Governance, Climate Change and Environment or Strategic Director (Finance and Housing)</p> <p>(3) Ongoing (decisions to be taken by the above)</p> <p>(4) Mike Davis, Strategic Director (Finance and Housing) – mike.davis@dover.gov.uk; 01304 872107 or Helen Lamb, Head of Finance and Investment – helen.lamb@dover.gov.uk; 01304 872063</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Mike Davis, Strategic Director (Finance and Housing) – mike.davis@dover.gov.uk; 01304 872107 or Helen Lamb, Head of Finance and Investment – helen.lamb@dover.gov.uk; 01304 872063</p> <p>(8) Ongoing</p>	<p>(9) Reports to Portfolio Holder/Strategic Director</p> <p>(10) Restricted</p> <p>(11) 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 January 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>This relates to an ongoing programme.</p>			

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<p>KEY 2/23/24</p> <p>(1) Approval of projects to purchase and develop properties for use as affordable housing.</p> <p>(2) Mike Davis – Strategic Director (Finance and Housing) in consultation with the Portfolio Holder for Housing, Skills and Education</p> <p>(3) Ongoing (decisions to be taken by Strategic Director (Finance and Housing) in consultation with Portfolio Holder for Housing, Skills and Education)</p> <p>(4) Rachel Collins, Strategic Housing Manager - Rachel.collins@dover.gov.uk; 01304 872254</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Rachel Collins, Strategic Housing 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 decisions were delegated by Cabinet on 7 September 2020 which gave its approval for 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>			

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<p>KEY 4/23/24</p> <p>(1) Consultation on draft Green Infrastructure Strategy</p> <p>(2) Cabinet</p> <p>(3) 6 February and 4 December 2023 (to be confirmed)</p> <p>(4) Ashley Taylor, Principal Planning & Projects Manager - (Ashley.taylor@dover.gov.uk; 01304 972409)</p>	<p>(5) Not applicable (consultation to take place post-decision)</p> <p>(6) Not applicable.</p>	<p>(7) Ashley Taylor - Ashley.taylor@dover.gov.uk; 01304 972409</p> <p>(8) 23 October 2023</p>	<p>(9) Cabinet Report and draft Green Infrastructure Strategy Consultation document</p> <p>(10) Unrestricted</p> <p>(11) 6 January 2023</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The Green Infrastructure Strategy and Action Plan will identify the needs and opportunities across the District to protect and enhance green infrastructure, helping to guide the investment and delivery of green infrastructure and to realise its associated benefits for people and nature. It will help the Council meet the requirements of the Environment Act 2021 and supports the delivery of the Council's emerging Local Plan. Cabinet will be asked to agree a draft strategy for consultation. Following consultation, the final strategy will be brought back to Cabinet for adoption later in 2023.</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>6 February 2023 - to enable consultation to take place before the strategy is adopted later in 2023 (probably December).</p>			

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<p>KEY 5/23/24</p> <p>(1) Bench Street (Future High Streets Fund Project) – Decisions related to project progression and delivery</p> <p>(2) Leader of the Council (as the Member responsible for Transformation, Place-Making and Inward Investment) or the Strategic Director (Place and Environment)</p> <p>(3) Ongoing</p> <p>(4) Christopher Townend, Head of Place, Growth, Investment & Creative Services (01304 872094; christopher.townend@dover.gov.uk)</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Christopher Townend, Head of Place, Growth, Investment & Creative Services (01304 872094; christopher.townend@dover.gov.uk)</p> <p>(8) Ongoing</p>	<p>(9) Reports</p> <p>(10) Exempt</p> <p>(11) 8 July 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 been awarded and accepted Future High Streets Fund funding for project works including a Creative Centre and Underpass improvements within the Bench Street area of Dover. This item supports urgent/delegated decisions taken by the Leader of the Council or the Strategic Director (Place and Environment) relating to the delivery and progression of the project in order to meet outcomes and deadlines.</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 and Operational</p>			

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<p>KEY 6/23/24</p> <p>(1) Levelling Up Fund – Dover Beacon, Bench Street, Dover – Approvals relating to project progression and delivery</p> <p>(2) Leader of the Council (as the Member responsible for Transformation, Place-Making and Inward Investment) or Strategic Director (Place and Environment)</p> <p>(3) Ongoing</p> <p>(4) Christopher Townend, Head of Place, Growth, Investment & Creative Services (01304 872094; christopher.townend@dover.gov.uk)</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Christopher Townend, Head of Place, Growth, Investment & Creative Services (01304 872094; christopher.townend@dover.gov.uk)</p> <p>(8) Ongoing</p>	<p>(9) Reports</p> <p>(10) Exempt</p> <p>(11) 8 July 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 been awarded Levelling Up Fund funding for project works related to the Council's successful Dover Beacon Levelling Up Fund (Round 2) application, including detailed improvements within the Bench Street area of Dover. This item supports decisions relating to the delivery and progression of the project which has a very tight delivery deadline.</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 and Operational</p>			

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KEY 11/23/24 (1) Sale of land at Astley Avenue, Dover (2) Cabinet (3) 15 January 2024 (4) Rachel Collins, Strategic Housing Manager - Rachel.collins@dover.gov.uk ; 01304 872254	(5) Not applicable. (6) Not applicable.	(7) Rachel Collins - rachel.collins@dover.gov.uk ; 01304 872254 (8) 17 August 2023	(9) Cabinet reports (10) Restricted (11) 4 August 2023
Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) On 6 February 2023 Cabinet considered a report on 'Sale of land at Roman Road and adjacent to Astley Avenue, Dover. It was agreed that the decision should be deferred in order to obtain independent advice on the proposed agreement from a person with the appropriate expertise, and that a report presenting the findings be brought to Cabinet in due course. The additional information has been obtained, and it is now appropriate to provide an update for Cabinet and request a decision on the sale of the land.			
Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) January 2024 – for commercial reasons in relation to the sale.			

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KEY 14/23/24 (1) Approval of draft Cultural Strategy for consultation (2) Cabinet (3) 15 January 2024 (4) Roger Walton, Strategic Director (Place and Environment) - 01304 872420; roger.walton@dover.gov.uk or Chris Townend, Head of Place and Growth - 01304 872423; christopher.townend@dover.gov.uk	(5) Stakeholder groups and individuals have been consulted prior to this Cabinet report (see below). (6) Thorough research and internal and external stakeholder consultation has already taken place. This included informal consultation from February 2023 (ongoing). We have also worked with colleagues to include findings from the Creative Centre/Bench Street public consultations during April 2023.	(7) Christopher Townend, Head of Place and Growth - 01304 872094; Christopher.townend@dover.gov.uk (8) As soon as possible	(9) Cabinet Report Working Draft of 'Cultural Strategy for Dover 2023' (10) Unrestricted (11) 4 August 2023
Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) Dover District Council has previously recognised the strategic and regenerative importance of culture with the publication of the Cultural Framework in 2009, and its synergy to wider corporate objectives, policies, planning and ambitions. Since 2009, Dover has undergone a number of significant developments and the town centre is currently a priority place for regeneration. Arts Council England have also identified Dover as one of their priority places in England. It has been proposed that the Council should adopt and deliver a new and ambitious, overarching Cultural Strategy for Dover. This will sit alongside the developing Place Plan for Dover. In order to finalise and adopt the new Cultural Strategy and maintain a launch date by the end of 2023, a month of public consultation will be undertaken, followed by final amendments and editing in response to consultation.			
Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) January 2024 - operational			

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<p>KEY 16/23/24</p> <p>(1) Identification of proposals and a route forward for Dover Town Centre Regeneration delivery (Western Heights, Roman Painted House & Stembrook car park/former Co-op site)</p> <p>(2) Cabinet</p> <p>(3) 4 December 2023</p> <p>(4) Christopher Townend, Head of Place and Growth - Christopher.townend@dover.gov.uk; 01304 872094</p>	<p>(5) Potential delivery partners and potential developers</p> <p>(6) E-mails, telephone calls, face to face meetings</p>	<p>(7) Christopher Townend, Head of Place and Growth - Christopher.townend@dover.gov.uk; 01304 872094</p> <p>(8) As soon as possible</p>	<p>(9) Cabinet reports</p> <p>(10) Exempt</p> <p>(11) 5 August 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>For Cabinet to make decisions on emerging and ambitious proposals and plans for the regeneration of Dover Town Centre. Decisions will relate to possible opportunities and interest on several Dover District Council-owned sites.</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 – to be discussed at Cabinet on 4 December 2023.</p>			

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KEY 17/23/24 (1) Dover Town Centre Regeneration – Project enabling and delivery related approvals (2) Leader of the Council or Strategic Director (Place and Environment) (3) Ongoing (4) Christopher Townend, Head of Place and Growth - 01304 872094; christopher.townend@dover.gov.uk	(5) Not applicable. (6) Not applicable.	(7) Christopher Townend, Head of Place and Growth - 01304 872094; christopher.townend@dover.gov.uk (8) Ongoing	(9) Cabinet-style reports (10) Restricted (11) 4 August 2023
Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) The Council has a strategic and priority ambition for the regeneration of Dover Town Centre. An ambition to deliver plans, projects, interventions and improvements that will make Dover Town Centre a greater place in which to live, work, invest, learn and visit. This entry supports decisions needed to progress and deliver related project work to understand, address and deliver related strategic need and market failure within Dover Town Centre.			
Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) Ongoing and Operational.			

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KEY 18/23/24 (1) Aylesham Development Update (2) Delegated Decision to be taken by Strategic Director (Place and Environment) (3) November 2023 (4) Victoria Scott, Project Manager - Vicky.Scott@dover.gov.uk ; 01304 872408	(5) Development partners at Aylesham, DDC Planning (6) Meetings and emails	(7) Victoria Scott - Vicky.Scott@dover.gov.uk ; 01304 872408 (8) 13 November 2023	(9) Cabinet-style report (10) Exempt (11) 1 September 2023
Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) The Council entered into an agreement with Persimmon and Barratts for development at Aylesham in April 2007. Cabinet was last updated in November 2022 when the project was subject to delays caused by Natural England's concerns over possible nitrate contamination at Stodmarsh nature reserve. At that time, the Strategic Director (Operations and Commercial), in consultation with the Leader of the Council, was authorised to agree and finalise a revised programme for completing the development. This report will provide a project update and seek agreement to enter into a deed of variation to the Development Agreement to formalise the revised programme.			
Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) Amendments to the Development Agreement must be finalised to enable the construction and occupation of new homes in Aylesham.			

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<p>KEY 19/23/24</p> <p>(1) Changes to Events Policy and Memorandum of Understanding to occupy DDC's land for events</p> <p>(2) Cabinet</p> <p>(3) 15 January 2024</p> <p>(4) Rebecca Dyer, Principal Community Development Officer - rebecca.dyer@dover.gov.uk; 01304 872421</p>	<p>(5) Events Safety Advisory Group</p> <p>(6) Not applicable.</p>	<p>(7) Rebecca Dyer, Principal Community Development Officer - rebecca.dyer@dover.gov.uk; 01304 872421</p> <p>(8) 30 September 2023</p>	<p>(9) Cabinet report Events Policy and appendices Memorandum of Understanding to occupy DDC's land</p> <p>(10) Unrestricted</p> <p>(11) 1 September 2023</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>Due to the fatality that occurred in Pencester Gardens in 2022, and the subsequent Coroner's Inquest into the incident, the Council's Events Policy and Memorandum of Understanding to occupy Dover District Council's (DDC) land has been updated and amended to address the recommendations made by the Coroner and issues identified as a result of the incident.</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>January 2024</p>			

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<p>KEY 20/23/24</p> <p>(1) Update on detailed feasibility work to rebuild facilities at Tides Leisure Centre and seek approval on whether to progress to next stages of project development</p> <p>(2) Cabinet</p> <p>(3) 6 November 2023</p> <p>(4) Laura Corby, Strategic Project Manager - Laura.corby@dover.gov.uk; (01304) 872448</p>	<p>(5) Portfolio Holder, Project Advisory Group, stakeholders including Your Leisure and Sport England</p> <p>(6) Meetings, telephone, online discussions via emails and Microsoft Teams</p>	<p>(7) Laura Corby, Strategic Project Manager – laura.corby@dover.gov.uk; 01304 872448</p> <p>(8) 6 October 2023</p>	<p>(9) Cabinet reports of July 2018, February 2020, July 2022 and November 2023</p> <p>(10) Unrestricted</p> <p>(11) 23 October 2023</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>On 4 July 2022 the Council agreed to further develop a project to construct a new build wetside and health & fitness centre (retaining the sports hall and tennis centre) on the existing site at Tides Leisure Centre, taking forward the recommended Preferred New Build Option (CAB 20). The Council has been working with the consultant team and the appointed construction contractor BAM Construction Ltd on developing more detailed feasibility work and design development, whilst continuing to assess the financial viability of these proposals through sustained challenging financial circumstances. The report will inform Cabinet of the findings from the RIBA Stage 2 detailed feasibility work and ask Members to decide how and whether the project should progress to the next phase of development.</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>Tides Leisure Centre wetside is reaching its end of life and the health & fitness offer is very poor. A decision is required to direct future proposals for Tides Leisure Centre, Members are asked to consider the findings from the RIBA Stage 2 detailed feasibility work, and to determine how best to direct the Project Advisory Group into the next stages of project development.</p>			

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KEY 21/23/24 (1) Free Christmas Parking in Council's Car Parks (2) Cabinet (3) 6 November 2023 (4) Clare Connellan, Transport & Parking Services Manager - clare.connellan@dover.gov.uk ; 01304 872046	(5) Not applicable (6) Not applicable	(7) Clare Connellan, Transport & Parking Services Manager - clare.connellan@dover.gov.uk ; 01304 872046 (8) 16 October 2022	(9) Report to Cabinet (10) Unrestricted (11) 6 October 2023
Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) To present a report on proposals to offer free Christmas parking within the Council's car parks during December 2023.			
Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) 6 November – operational in order to ensure sufficient time to erect signage and amend Pay & Display machines.			

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KEY 22/23/24 (1) Publication of Housing Needs Survey 2023 results (2) Cabinet (3) 4 December 2023 (4) Mike Davis, Strategic Director (Finance & Housing) - mike.davis@dover.gov.uk ; 01304 872107	(5) Not applicable (6) Not applicable	(7) Rachel Collins, Head of Housing - rachel.collins@dover.gov.uk ; 01304 872254 Perry DeSouza, Housing Policy Officer - perry.desouza@dover.gov.uk ; 01304 872137 (8) 17 November 2023	(9) Cabinet Report and appendices (10) Unrestricted (11) 3 November 2023
Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) In November 2022, Cabinet approved for the Strategic Housing team to conduct a district-wide housing needs survey between Jan and April 2023. The responses received have been assessed and the data analysed. On 4 October 2023 a presentation of a summary of the key findings was given to Members and Staff. It is now an appropriate time to release the survey results to the public.			
Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) Our aim is to publish the webpage and the report simultaneously. The aim is for a new year release (January 2024).			

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KEY 23/23/24 (1) Seeking an amendment to the period of Exclusive Right of Burial granted at Council-owned cemeteries (2) Cabinet (3) 4 December 2023 (4) Emma-Jane Allen, Head of Parks, Open Spaces & Countryside - 01304 872120; emma.allen@dover.gov.uk	(5) Relevant service area and elected members (6) Not applicable.	(7) Emma-Jane Allen - 01304 872120; emma.allen@dover.gov.uk (8) 10 November 2023	(9) Cabinet report (10) Unrestricted (11) 3 November 2023
Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) The Council currently offers Exclusive Right of Burial for a period of 100 years in graves at Dover District Council-owned cemeteries. This is the maximum period as set out in legislation but many authorities offer a shorter period. It is proposed that the number of years be reduced to a period more closely aligned with that used in neighbouring authorities.			
Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) There is no specific deadline, but the proposed change would help the Council to make best use of existing cemetery provision.			