



Democratic Services  
White Cliffs Business Park  
Dover  
Kent CT16 3PJ

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

8 April 2024

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **DOVER BEACON AND DOVER TOWN REGENERATION PROJECT ADVISORY GROUP** will be held in the Council Chamber at these Offices on Tuesday 16 April 2024 at 3.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Democratic Services on 01304 872303 or by e-mail at [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk).

Yours sincerely

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

Chief Executive

Dover Beacon and Dover Town Regeneration Project Advisory Group Membership:

K Mills (Chairman)  
C D Zosseder (Vice-Chairman)  
T J Bartlett  
M Bates  
D G Beaney  
S H Beer  
E A Biggs  
P M Brivio  
G Cowan  
S Hill  
O C de R Richardson

and Mayor of Dover

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointments of Substitute Members.

3 **DECLARATIONS OF INTEREST** (Page 5)

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

4 **NOTES** (Pages 6-10)

To confirm the attached notes of the meeting of the Advisory Group held on 12 September 2023.

5 **PROJECT UPDATE - SEPTEMBER 2023 TO MARCH 2024**

To receive an update on the following:

- Procuring main contractor and Social Value
- Securing tenants
- Funding arrangements
- Communications Plan
- Archaeology

6 **ROYAL INSTITUTE OF BRITISH ARCHITECTS (RIBA) 3 DESIGN PRESENTATION**

To receive a presentation from Lee Evans Partnership.

7 **REVIEW OF KEY PROJECT RISKS**

To receive a verbal update.

8 **NEXT STEPS AND MILESTONES**

- RIBA 4/Second Stage: D & B award/enabling works package (if applicable)/PAG RIBA 4 sign-off meeting
- Underpass: Target for initiating PEP – May 2024/Target completion date – September 2025
- Signage: Target for initiating PEP – April 2024/Target completion date – October 2024
- Cycle Hubs: Target date for initiating PEP – June 2024/Target completion date – March 2026

9 **DATE OF NEXT MEETING**

To be agreed.

10 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 11)

The recommendation is attached.

11 **REVIEW OF DELIVERY AGAINST PROGRAMME**

To receive a verbal update.

12 **REVIEW OF RIBA 3 COST PLAN AGAINST BUDGET**

To receive a verbal update.

**Access to Meetings and Information**

- The provisions of Part VI of the Local Government Act 1972, The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 do not apply to meetings of this Advisory Group so as to require its meetings to be open to the public.

Notwithstanding the above, the Council will, whenever possible, conduct meetings of the Advisory Group in public in furtherance of its commitment to openness and transparency. However, there may be occasions on which the nature of the business to be transacted requires members of the public to be excluded from the meetings or parts of them.

- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is step free access via the Council Chamber entrance and an accessible toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- In order to facilitate the broadcast of meetings there have been cameras set up in the Council Chamber that communicate with Microsoft Teams Live. This enables meetings held in the Council Chamber to be broadcast for public viewing through the Council's website.
- The meetings in which these cameras will be used include meetings of: (a) Council; (b) Cabinet; (c) Dover Joint Transportation Advisory Board; (d) General Purposes Committee; (e) Electoral Matters Committee; (f) Governance Committee; (g) Planning Committee; (h) General Purposes Committee and (i) Overview and Scrutiny Committee. Only agenda items open to the press and public to view will be broadcast.
- These recordings will be retained for 30 days from the date of the meeting. The recordings will be uploaded to YouTube as soon as practicable after the day of the meeting. In normal circumstances this would be within 2 working days of the meeting. However, there may be circumstances where it will take longer. The recordings can be viewed on the Council's YouTube Channel - [Council meetings - YouTube](#)
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website [www.dover.gov.uk](http://www.dover.gov.uk). Minutes are normally published with the agenda for the next meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Democratic Services, [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk), telephone: 01304 872303 or email:

[democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk) for details.

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