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28 June 2024

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **CABINET** will be held at these offices (Council Chamber) on Monday 8 July 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) 872303 or by e-mail at democraticservices@dover.gov.uk.

Yours sincerely

Chief Executive

Cabinet Membership:

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

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

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

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

3 **RECORDS OF DECISIONS** (Pages 6-22)

The decisions of the meetings of the Cabinet held on 3 June 2024 numbered

CAB 1 to CAB 13 (inclusive) are attached.

ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES

To consider any issues arising from Overview and Scrutiny or other Committees not specifically detailed elsewhere on the agenda.

BUDGET AND POLICY FRAMEWORK - NON-KEY DECISIONS

4 **REVISED COMPLAINTS POLICY** (Pages 23-48)

To consider the attached report of the Head of Corporate Services and Democracy.

Responsibility: Portfolio Holder for Finance, Governance, Climate Change and Environment

EXECUTIVE - KEY DECISIONS

5 **FIRST HOMES POLICY 2024** (Pages 49-85)

To consider the attached report of the Head of Housing.

Responsibility: Portfolio Holder for Housing, Skills and Education

6 **CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM** (Pages 86-90)

To consider the attached report of the Strategic Director (Corporate and Regulatory).

Responsibility: Portfolio Holder for Transport, Licensing and Environmental Services

EXECUTIVE - NON-KEY DECISIONS

7 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 91)

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

EXECUTIVE - KEY DECISIONS

8 **RENEWAL OF LEASE FOR UNITS 15, 17, 19 AND 21 WHITFIELD COURT, WHITFIELD** (Pages 92-95)

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

Responsibility: Portfolio Holder for Community and Corporate Property

9 **UPDATE ON DEVELOPMENT TO PROVIDE 8 FLATS AT MILITARY ROAD, DOVER** (Pages 96-102)

To consider the attached report of the Head of Housing.

Responsibility: Portfolio Holder for Housing, Skills and Education

10 **PURCHASE OF NEW AFFORDABLE HOUSING AT WALLERS FIELD, DEAL** (Pages 103-111)

To consider the attached report of the Head of Housing.

Responsibility: Portfolio Holder for Housing, Skills and Education

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