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Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 14 January 2019 at 11.00 am

Present:

Chairman: Councillor K E Morris

Councillors: M D Conolly
J S Back
T J Bartlett
P M Beresford
N J Collor
M J Holloway
N S Kenton

Also Present: Councillor S S Chandler
Councillor M R Eddy
Councillor B Gardner
Councillor P M Hawkins
Councillor S J Jones
Councillor P D Jull
Councillor K Mills
Councillor A M Napier
Councillor M J Ovenden
Councillor P Walker

Officers: Chief Executive
Strategic Director (Corporate Resources)
Head of Commercial Services
Head of Assets and Building Control
Head of Finance and Housing
Head of Governance
Waste Services Manager
PR and Marketing Officer
Accountancy Assistant
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 69 14.1.19 Open Key Decisions No Call-in to apply Yes Implementation Date 22 January 2019	<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 70 14.1.19 Open Key Decisions No Call-in to apply Yes Implementation	<u>DECLARATIONS OF INTEREST</u> Councillor N S Kenton declared a Disclosable Pecuniary Interest in Issues Arising from Overview and Scrutiny or Other Committees (Private Landlords) by reason that he owned private rental properties.	None.	To note any declarations of interest.	

Date 22 January 2019				
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CAB 71 14.1.19 Open Key Decisions No Call-in to apply Yes Implementation Date 22 January 2019	<u>RECORD OF DECISIONS</u> It was agreed that the decisions of the meeting of the Cabinet held on 3 December 2018, as detailed in decision numbers CAB 61 to CAB 68, 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 3 December 2018.	

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CAB 72 14.1.19 Open Key Decisions No Call-in to apply Yes Implementation	<u>ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES</u> It was agreed that the Scrutiny (Community and Regeneration) Committee's recommendation, made at its meeting held on 5 December 2018 (Minute No 67), be rejected since it was considered that the Council was addressing private sector landlord issues by other means (e.g. by engaging regularly with landlords). Furthermore, the Council would want to see more data and receive further information regarding government strategy before committing itself to the principle of a compulsory registration scheme.	To approve the Committee's recommendation.	At its meeting held on 5 December 2018, the Scrutiny (Community and Regeneration) Committee received a briefing on private sector landlords and made a recommendation to	Councillor N S Kenton declared a Disclosable Pecuniary Interest by reason that he owned private rental properties, and withdrew from the Chamber during consideration of

Date 22 January 2019			Cabinet.	this item.
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CAB 73 14.1.19 Open Key Decisions No Call-in to apply Yes Implementation Date 22 January 2019	<u>ORDER OF BUSINESS</u> It was agreed that the order of business be varied in order to consider Agenda Item 6 (Review of On and Off-Street Parking Charges) as the first substantive item.	None.	The order of business was amended for operational reasons.	

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CAB 74 14.1.19 Open Key Decisions Yes Call-in to apply Yes	<u>REVIEW OF ON AND OFF-STREET PARKING CHARGES</u> It was agreed: (a) That the outcome of the annual review of parking charges be noted. (b) That parking charges continue to be frozen at their current levels as set out at Appendix 1 of the report.	Not to amend the report recommendations.	It was agreed in 2011 that the Council's off-street and on-street parking charges should be reviewed annually. Cabinet is asked to note the outcome of this year's review and	

Implementation Date 22 January 2019	(c) That the Transport and Parking Services Manager be authorised to set a maximum stay parking restriction at Tides Leisure, in consultation with the Portfolio Holder for Access and Licensing.		agree that parking charges for 2019/20 should be frozen.	
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CAB 75 14.1.19 Open Key Decisions No Call-in to apply No Implementation Date 31 January 2019	<u>TREASURY MANAGEMENT - SECOND QUARTER REPORT 2018/19</u> It was agreed to recommend to Council that the report be noted.	None.	In order to comply with CIPFA's (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management, Cabinet is updated on the Council's treasury management activities (i.e. in-house and externally managed investments) at least twice yearly. The report provides Cabinet with details of activities for the quarter ending 30 September 2018.	

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<p>CAB 76 14.1.19 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 22 January 2019</p>	<p><u>FEES AND CHARGES 2019/20</u></p> <p>It was agreed:</p> <p>(a) That the fees and charges for 2019/20, as set out at Appendices 2.1 to 2.6 and 5.1 and 5.3, be approved.</p> <p>(b) That any fees and charges will be adjusted by the Service Director, in consultation with the Portfolio Holder, to comply with any subsequently received government guidelines (when they are received) and any other minor changes, 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 at Appendices 3 and 4 of the report, be noted.</p>	<p>Not to amend the report recommendations.</p>	<p>The Council's Constitution stipulates that the Council's fees and charges should be reviewed annually. Cabinet is now required to set the level of these for 2019/20.</p>	

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<p>CAB 77 14.1.19 Open</p>	<p><u>RESTORATION OF MAISON DIEU (TOWN HALL), DOVER</u></p> <p>It was agreed:</p>	<p>None.</p>	<p>Last year the Council was awarded a Heritage Lottery Fund grant</p>	

<p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 22 January 2019</p>	<p>(a) That the progress made to date with the development phase of the project be noted.</p> <p>(b) That authority be delegated to the Strategic Director (Operations and Commercial), in consultation with the Portfolio Holder for Property Management and Environmental Health, to appoint the lead consultant and architectural and contract administration.</p>		<p>to meet costs associated with developing a project for the restoration and development of the Maison Dieu (Dover Town Hall). Cabinet is now requested to delegate authority to Officers to appoint consultants who will prepare a second-round application seeking further funding for the delivery of the project.</p>	
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<p>CAB 78 14.1.19 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation</p>	<p><u>MAISON DIEU CAR PARK: COMMUNITY FACILITY</u></p> <p>It was agreed:</p> <p>(a) That the proposals being developed by Dover Town Council, in partnership with the Dover Community Association, to provide a community facility including new public conveniences within Maison Dieu car park, be supported and noted.</p> <p>(b) That the principle of the Council leasing the land required to support the development to Dover Town Council be approved,</p>	<p>None.</p>	<p>Since the closure of the Biggin Hall lavatories some 12 months ago, Dover Town Council has been working with this Council and the Dover Community Association to bring forward proposals</p>	

<p>Date 22 January 2019</p>	<p>and the Strategic Director (Operations and Commercial) be authorised, in consultation with the Portfolio Holder for Property Management and Environmental Health, to conclude the details of the agreement.</p> <p>(c) That, in so far as the proposed leasing of the land involves the disposal of land forming part of an open space, public notice be given of the intention to grant the lease to Dover Town Council, pursuant to the requirements of section 123(2A) of the Local Government Act 1972.</p> <p>(d) That the provision of a financial contribution of £90,000 to Dover Town Council to support the project, pursuant to section 136 of the Local Government Act 1972, be approved.</p>		<p>for alternative facilities in this part of town.</p>	
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<p>CAB 79 14.1.19 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 22 January 2019</p>	<p><u>KENT JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY REFRESH</u></p> <p>It was agreed that the refreshed Kent Joint Municipal Waste Management Strategy, as set out at Appendix 2 of the report, be approved for adoption by the Council.</p>	<p>None.</p>	<p>The first Kent Joint Municipal Waste Management Strategy (KJMWMS), which sets out how the county will manage its resource materials and household waste up to 2021, was adopted by 13 Kent councils in 2007. The strategy was last revised in 2012 and now requires</p>	

			updating.	
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<p>CAB 80 14.1.19 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 22 January 2019</p>	<p><u>AWARD OF GRANT FUNDING - TRIANGLES COMMUNITY CENTRE</u></p> <p>It was agreed that the payment of a grant in the sum of £150,000 to St Radigund's Community Centre Company be approved, subject to:</p> <ul style="list-style-type: none"> (i) Conditions being attached to the grant requiring it to be used to pay for repairs to the community centre building, to be agreed with the Council through the Strategic Director (Operations and Commercial), in consultation with the Portfolio Holder for Corporate Resources and Performance. (ii) The proposed development of interim housing on the Triangles land being granted planning consent; and (iii) The lease on the land shown hatched on the plan attached at Appendix 1 to the report being surrendered to the Council for £1. 	None.	The Council has recently approved a project to build interim housing on land adjacent to the Triangles Community Centre. In order to ensure that the community centre continues to operate for the use of new and existing residents, Cabinet is requested to approve a grant so that essential repairs can be carried out to the centre.	

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<p>CAB 81 14.1.19 Open</p>	<p><u>CHAIRMANSHIP OF HOMELESSNESS PROJECT ADVISORY GROUP</u></p> <p>It was agreed that Councillor Pauline Beresford assume the chairmanship of the Homelessness Project Advisory Group.</p>	None.	To reflect amendments made to Cabinet portfolio responsibilities, it is	

Key Decisions No Call-in to apply Yes Implementation Date 22 January 2019			recommended that the chairmanship of the Homelessness Project Advisory Group should be changed.	
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CAB 82 14.1.19 Open Key Decisions No Call-in to apply Yes Implementation Date 22 January 2019	<u>MEMBERSHIP OF PROJECT ADVISORY GROUPS</u> It was agreed that the following changes to Project Advisory Groups (PAG) be approved: Dover Town Centre & Waterfront PAG – Councillor A M Napier to replace Councillor M R Eddy Residential Investment PAG – Councillor P M Wallace to replace Councillor M R Eddy Investment Advisory Group – Councillors K Mills and M I Cosin (as Scrutiny Policy & Performance) Committee Chairman) to replace Councillors P M Wallace and K Mills (as Scrutiny (Policy & Performance) Committee Chairman)	None.	The Labour Group has requested that changes be made to seats allocated to the Group on three Project Advisory Groups.	

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<p>CAB 83 14.1.19 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date Immediate</p>	<p><u>EXCLUSION OF THE PRESS AND PUBLIC</u></p> <p>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.</p>	None.		

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<p>CAB 84 14.1.19 Exempt</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 22 January 2019</p>	<p><u>WORKS TO RETAIL UNITS AT MARKET SQUARE, AYLESHAM</u></p> <p>It was agreed that the use of the Capital Contingency fund to cover the final cost of fitting out the retail units at Market Square, Aylesham be approved.</p>	None.	The Council purchased four new retail units at Market Square, Aylesham in 2017 as a strategic investment. The cost of fitting out these units has risen since the original estimate, and Cabinet is requested to approve the use of	

			contingency funds to cover the shortfall.	
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The meeting ended at 11.26 am.