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Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 3 June 2019 at 11.00 am.

Present:

Chairman: Councillor K E Morris

Councillors: T J Bartlett
S S Chandler
N J Collor
M J Holloway
N S Kenton
S C Manion

Also Present: Councillor S H Beer
Councillor E A Biggs
Councillor P M Brivio
Councillor J P J Burman
Councillor M D Conolly
Councillor D G Cronk
Councillor S J Jones
Councillor P D Jull
Councillor K Mills

Officers: Chief Executive
Strategic Director (Corporate Resources)
Head of Commercial Services
Head of Governance
Head of Leadership Support
Head of Planning, Regeneration and Development
Head of Regulatory Services
Housing Development Manager
Licensing Team Leader
Principal Heritage Officer
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 1 3.6.19 Open Key Decisions No Call-in to apply Yes Implementation Date 11 June 2019	<u>APOLOGIES</u> 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 2 3.6.19 Open Key Decisions No Call-in to apply Yes Implementation Date 11 June 2019	<u>DECLARATIONS OF INTEREST</u> Councillor S C Manion declared an Other Significant Interest in Agenda Item 8 (Draft Upper Deal Conservation Area Character Appraisal) by reason that he was a church warden at St Leonard's Church, Deal, and left the Chamber during consideration of the item.	None.	To note any declarations of interest.	

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 3 3.6.19 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p><u>RECORD OF DECISIONS</u></p> <p>It was agreed that the decisions of the meeting of the Cabinet held on 1 April 2019, as detailed in decision numbers CAB 107 to CAB 113, be approved as a correct record and signed by the Chairman.</p>	<p>None.</p>	<p>Cabinet is required to approve the Record of Decisions of the Cabinet meeting held on 1 April 2019.</p>	
<p>CAB 4 3.6.19 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p><u>PUBLIC SPACES PROTECTION ORDER</u></p> <p>It was agreed:</p> <p>(a) 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) 2018 be approved.</p> <p>(b) That authority be delegated to the Head of Regulatory Services to carry out all necessary publicity required by virtue of the Anti-Social Behaviour, Crime and Policing Act 2014 (Publication of Public Spaces Protection Orders) Regulations.</p> <p>(c) That the amount of any fixed penalty notice issued under Section</p>	<p>None.</p>	<p>At its meeting held on 2 July 2018 (CAB 15), Cabinet approved the variation and extension of a dog control Public Spaces Protection Order which had originally come into force in 2015. As a result of consultation undertaken on this variation, seven</p>	

	68 of the Act be approved at £75.		further areas for restriction were identified. Following a period of consultation on these areas, Cabinet is requested to approve their inclusion by means of a variation to the Public Spaces Protection Order (Dover District Council) 2018.	
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 5 3.6.19 Open Key Decisions Yes Call-in to apply Yes Implementation Date 11 June 2019	<u>REVISED STATEMENT OF POLICY AND PRINCIPLES 2019-2022 ISSUED UNDER THE GAMBLING ACT 2005</u> It was agreed: (a) That the draft revised Statement of Policy and Principles under the Gambling Act 2005, and the commencement of a period of public consultation between 10 June and 22 July 2019, be approved. (b) That the Portfolio Holder for Transport and Licensing be authorised in the following terms: (i) In the event that no consultation responses are received, that the Portfolio Holder proposes adoption of the Statement of Policy and Principles to the full Council without modification.	None.	Under Section 349 of the Gambling Act 2005, the Council is required to publish a Statement of Policy and Principles as to how it will exercise its functions under the Act, and to formally review the policy every 3 years. The Council's existing policy expires in 2019 and is	

	<p>(ii) In the event that limited consultation responses are received, that the Portfolio Holder proposes adoption of the Statement of Policy and Principles to the full Council with modification.</p> <p>(iii) In the event that significant consultation responses are received, that the Portfolio Holder refers the matter back to Cabinet in order that it may make a proposal to full Council.</p>		therefore due for formal review.	
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 6 3.6.19 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p><u>LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 - REQUEST FOR INCREASE IN HACKNEY CARRIAGE FARE TARIFF</u></p> <p>It was agreed that a period of consultation with the trade and public on the maximum fare increases proposed by the Dover Federation of Taxi Operators be approved, and any representations be considered at a future meeting.</p>	None.	The fixing of Hackney Carriage fares is a statutory function of the Council under the provisions of Section 65 of the Local Government (Miscellaneous Provisions) Act 1976. The Council has received a proposal for a review of fares from some members of the Dover Federation of Licensed Taxi Operators. Because not all members of the trade support a review, it is proposed to carry	

			out a preliminary non-statutory consultation in advance of the formal procedures	
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 7 3.6.19 Open Key Decisions Yes Call-in to apply Yes Implementation Date 11 June 2019	<u>DRAFT DEAL - VICTORIA ROAD AND WELLINGTON ROAD CONSERVATION AREA CHARACTER APPRAISAL</u> It was agreed: (a) That a 6-week period of public consultation be carried out on the draft Deal – Victoria Road and Wellington Road Conservation Area Character Appraisal. (b) That Officers, in consultation with the Portfolio Holder for Planning and Regulatory Services, be charged with undertaking a review of current policy and practice towards changes to unlisted buildings in conservation areas, covering issues such as the purpose and implementation of the policies, and to report back to a future meeting of Cabinet. (c) That the Head of Planning, Regeneration and Development be authorised to make any necessary editorial changes to the appraisal to assist with clarity, consistency, explanation and presentation, in consultation with the Portfolio Holder.	None.	Under the Planning (Listed Buildings and Conservation Areas) Act 1990, the Council is required to review its conservation areas, and to publish proposals for their preservation and enhancement, character appraisals being a fundamental part of this process. The Deal Society has prepared a draft character appraisal, and Cabinet approval is sought for a 6-week public consultation period.	
Decision Status	Record of Decision	Alternative options	Reasons for Decision	Conflicts of interest

		considered and rejected (if any)		(if any) declared by decision maker(s) or consultees (if any)
<p>CAB 8 3.6.19 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p><u>DRAFT UPPER DEAL CONSERVATION AREA CHARACTER APPRAISAL</u></p> <p>It was agreed:</p> <p>(a) That a 6-week period of public consultation be carried out on the draft Upper Deal Conservation Area Character Appraisal, as set out in Appendix 1 to the report.</p> <p>(b) That Officers, in consultation with the Portfolio Holder for Planning and Regulatory Services, be charged with undertaking a review of current policy and practice towards changes to unlisted buildings in conservation areas, covering issues such as the purpose and implementation of the policies, and to report back to a future meeting of Cabinet.</p> <p>(c) That the Head of Planning, Regeneration and Development be authorised to make any necessary editorial changes to the appraisal to assist with clarity, consistency, explanation and presentation, in consultation with the Portfolio Holder.</p>	None.	Under the Planning (Listed Buildings and Conservation Areas) Act 1990, the Council is required to review its conservation areas, and to publish proposals for their preservation and enhancement, character appraisals being a fundamental part of this process. The Deal Society has prepared a draft character appraisal, and Cabinet approval is sought for a 6-week public consultation period.	Councillor S C Manion withdrew from the Chamber during consideration of this item.
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 9 3.6.19 Open</p>	<p><u>ANNUAL GOVERNANCE ASSURANCE STATEMENT 2018/19</u></p> <p>It was agreed:</p>	None.	The Accounts and Audit Regulations 2015 require that the Council	

<p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p>(a) That the Annual Governance Assurance Statement 2018/19 be approved, and the Leader of the Council and the Head of Paid Service be requested to sign the statement on behalf of the Council.</p> <p>(b) That the Governance Committee be asked to accept the Annual Governance Assurance Statement 2018/19 alongside the 2018/19 Statement of Accounts.</p>		<p>conducts at least annually a review of the effectiveness of its system of internal control and reports on the extent to which it complies with the Local Code of Corporate Governance.</p>	
<p>Decision Status</p>	<p>Record of Decision</p>	<p>Alternative options considered and rejected (if any)</p>	<p>Reasons for Decision</p>	<p>Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)</p>
<p>CAB 10 3.6.19 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p><u>IMPROVEMENT WORKS TO DEAL DEPOT</u></p> <p>It was agreed that the proposed improvement works to the Council's parks and open spaces depot at Deal Cemetery be approved.</p>	<p>None.</p>	<p>Cabinet is requested to consider proposals to carry out improvement works to a Council depot at Deal Cemetery in order to allow the facility to be used all year round. In addition it will allow the Parks and Open Spaces department to manage green waste, store materials and operate more efficiently.</p>	
<p>Decision Status</p>	<p>Record of Decision</p>	<p>Alternative options</p>	<p>Reasons for Decision</p>	<p>Conflicts of interest</p>

11 June 2019	Age Concern Deal (Liaison Committee)	1 Year	Cllr D Murphy		The appointments are of a strategic or community nature, and Cabinet has the option not to appoint representatives where they are fulfilling a community role.	
	Aylesham & District Workshop Trust	1 Year	Cllr P Walker			
	Deal Fairtrade Steering Group	1 Year	Cllr T Bartett			
	Deal & Sandwich Coastal Community Team	1 Year	Cllr M J Holloway			
	Dover Bronze Age Boat Trust	1 Year	Mr A Richardson			
	Dover Coastal Community Team	1 Year	Cllr N Collor Cllr R Walkden			
	Dover, Deal & District Citizens' Advice Bureau	1 Year	Cllr M Holloway Cllr C Vinson			
	Dover District Volunteering Centre	1 Year	Cllr M Holloway			
	Dover Fairtrade Steering Group	1 Year	Cllr D Hannent			
	East Kent Housing Board	1 Year	Cllr T Bond			
	East Kent Housing Dover Area Tenants' Board	1 Year	Cllr D Beaney Cllr R Walkden			
	East Kent Spatial Development Company	1 Year	Cllr K Morris			

	Industrial Communities Alliance	1 Year	Cllr S Manion			
	JAC Kent Downs AONB Partnership	1 Year	Cllr N Kenton			
	Kent County Playing Fields Association	1 Year	Cllr T Bond			
	Kent Forum	1 Year	Cllr K Morris			
	Local Enterprise Partnership Board & Executive	1 Year	Cllr K Morris			
	Local Government Association – General Assembly	1 Year	Cllr K Morris			
	Mary Hougham Almshouses	4 Years	Cllr J Rose			
	Municipal Charities of Dover	4 Years	Mrs A Napier Mrs P Beresford Mrs S Nicholas			
	Police & Crime Panel for Kent	1 Year	Cllr M Holloway			
	River Dour Partnership	1 Year	Cllr N Collor			
	River Stour (Kent) Internal Drainage Board	1 Year	Cllr M Conolly Cllr P Jull			
	Sandwich & Pegwell Bay National Nature Reserve	1 Year	Cllr S Chandler			

	<p>Management Committee</p> <p>South East England Councils (SEEC) 1 Year Cllr K Morris (sub: S Chandler)</p> <p>Tourism South East 1 Year Cllr M Holloway</p> <p>(b) That Officers be charged with undertaking a review of outside bodies appointments, and to report back to Cabinet within two months.</p> <p>(c) That the Leader of the Council be requested to nominate an alternative Member to substitute at meetings on an ad hoc basis when the appointed Member is not available (and where the constitution of the body allows this).</p> <p>(d) That the appointment of the Chief Executive to the Kent Forum be approved.</p>			
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 13 3.6.19 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation</p>	<p><u>APPOINTMENT OF PROJECT ADVISORY GROUPS 2019/20</u></p> <p>It was agreed:</p> <p>(a) That the membership of the Local Plan Project Advisory Group for the Council Year 2019/20 be established as follows:</p> <p>Portfolio Holder for Planning & Regulatory Services (Chairman); the Chairman of the Planning Committee (Vice-Chairman); a representative from the Scrutiny (Policy and Performance) Committee; Councillors S C Manion, T A Bond, D G Cronk and E A</p>	None.	Cabinet is requested to determine the membership of the Council's Project Advisory Groups for the Council year 2019/20.	

<p>Date 11 June 2019</p>	<p>Biggs; a representative from the town and parish councils (Mr Keith Gowland representing the Kent Association of Local Councils and nominated substitute, Mr Jeffrey Loffman); three representatives from the voluntary sector (Mr Pat Sherratt – The Dover Society; Mr Robin Green – The Deal Society; and Mr Richard Ralph – Sandwich Town Team); and three representatives from the Business Forum (Mr Gareth Doodes – Dover College; Mr Mark Huntley – Megger Instruments Ltd; and Mr Matthew or Mr Stuart Jaenicke – Viking Recruitment). (It was noted that the business representation would be expanded in due course to include businesses from Deal and Sandwich.)</p> <p>(b) That the membership of the Dover Town Centre and Waterfront Project Advisory Group for the Council Year 2019/20 be established as follows: Portfolio Holder for Environment and Commercial Services (Chairman) and Councillors J S Back (Vice-Chairman), D Hannent, J Rose, K Mills, S H Beer and E A Biggs.</p> <p>(c) That the membership of the Homelessness Project Advisory Group for the Council Year 2019/20 be established as follows: Portfolio Holders for Housing and Health (Chairman), Planning and Regulatory Services (Vice-Chairman) and Finance and Governance; and Councillors P M Brivio and H M Williams.</p> <p>(d) That the membership of the Commercial Investment Project Advisory Group be established for the Council Year 2019/20 as follows: Portfolio Holders for Finance and Governance (Chairman) and Environment and Commercial Services, Leader of the Council; and Councillors P M Brivio and C F Woodgate.</p> <p>(e) That the membership of the Residential Investment Project Advisory Group be established for the Council Year 2019/20 as follows: Portfolio Holders for Housing and Health (Chairman) and Finance and Governance; and Councillors J S Back (Vice-Chairman), P M Brivio and C F Woodgate.</p>			
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	(f) That the membership of the Investment Advisory Group be established for the Council Year 2019/20 as follows: Portfolio Holder for Finance and Governance (Chairman), Chairman of the Governance Committee (Vice-Chairman), Chairman of the Scrutiny (Policy and Performance) Committee; and Councillors M J Holloway and C F Woodgate.			
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 14 3.6.19 Open Key Decisions No Call-in to apply Yes Implementation Date 11 June 2019	<u>APPOINTMENT OF DEVELOPER CONTRIBUTIONS EXECUTIVE COMMITTEE</u> It was agreed that the membership of the Developer Contributions Executive Committee for the Council Year 2019/20 be approved as follows: Leader of the Council (Chairman) and the Portfolio Holders for Planning and Regulatory Services, Community and Tourism and Housing and Health.	None.	Cabinet is requested to determine the membership of the Developer Contributions Executive Committee for 2019/20.	
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 15 3.6.19 Open Key Decisions No	<u>APPOINTMENT OF DOVER JOINT TRANSPORTATION BOARD VICE-CHAIRMAN</u> It was agreed that Councillor J S Back be appointed Vice-Chairman of the Dover Joint Transportation Board for the Council Year 2019/20.	None.	To comply with the terms of reference of the Dover Joint Transportation Board, which require that the chairmanship and	

Call-in to apply Yes Implementation Date 11 June 2019			vice-chairmanship of the Board alternates annually between Kent County Council and Dover District Council, Cabinet is required to appoint a chairman for 2019/20.	
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 16 3.6.19 Open Key Decisions No Call-in to apply Yes Implementation Date Immediate	<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.		
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 17 3.6.19 Exempt	<u>PURCHASE OF NEW AFFORDABLE HOUSING AT 113 FOLKESTONE ROAD, DOVER</u> It was agreed:	None.	Cabinet approval is sought for the acquisition of eight one-bedroom flats,	

<p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 11 June 2019</p>	<p>(a) That a project to acquire eight affordable homes on land to be developed at 113 Folkestone Road, Dover be approved.</p> <p>(b) That the Strategic Director (Corporate Resources) be authorised, in consultation with the Portfolio Holder for Housing and Health, to take the necessary decisions and actions to progress the project and purchase the properties including (but not limited to) agreeing the purchase price, approving the sale purchase agreements, making funding applications to Homes England and entering into subsequent funding agreements, appointing any necessary professional advisers, and entering into contracts for the provision of support to occupants of the homes.</p>		<p>to be developed on land at 113 Folkestone Road. The units would be occupied on a short-term basis by people waiting to be re-housed permanently.</p>	
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The meeting ended at 11.41 am.