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## MINUTES OF PROCEEDINGS

At the meeting of the Council for the District of Dover held at the Council Offices, Whitfield on Wednesday, 26 February 2020 at 6.00 pm.

Present:

Chairman: Councillor M D Conolly

Councillors:

J S Back	D Hannent	D P Murphy
T J Bartlett	J P Haste	O C de R Richardson
M Bates	M J Holloway	J Rose
D G Beaney	S J Jones	M Rose
E A Biggs	P D Jull	C A Vinson
T A Bond	L A Keen	H M Williams
P M Brivio	N S Kenton	C F Woodgate
S S Chandler	S C Manion	C D Zossedder
N J Collor	K Mills	

Officers: Chief Executive  
Strategic Director (Corporate Resources)  
Strategic Director (Operations and Commercial)  
Solicitor to the Council  
Democratic Services Manager

### 60 APOLOGIES

Apologies for absence were received from Councillors S H Beer, D G Cronk, R S Walkden and P Walker.

### 61 MINUTES

The Minutes of the meeting held on 29 January 2020 were approved as a correct record and signed by the Chairman.

### 62 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

Councillor C F Woodgate arrived late to the meeting during the business for Minute No. 64 (Leader's Time). Following his arrival, Councillor C F Woodgate disclosed to the meeting that section 106 Local Government Finance Act 1992 (Council tax and community charges: restrictions on voting) applied to him and did not vote on any question with respect to the setting of the council tax

### 63 ANNOUNCEMENTS

The Chairman of the Council, Councillor M D Conolly, made the following announcements:

- (a) To draw Members' attention to the display boards around the Council Chamber relating to The 149<sup>th</sup> Open Golf.

- (b) To express sympathy to Councillor J P Haste in respect of the burglary he has recently suffered.

64 LEADER'S TIME

The Leader of the Council, Councillor T J Bartlett, included the following matters in his report:

- (a) To note that the Lydden Hill planning application had been approved by the Planning Committee.
- (b) To advise that the Digital Administration Apprentice won Creative and Digital Apprentice of the Year at the East Kent Apprenticeship Awards and to congratulate her on her success.
- (c) That he had met with Councillor Roger Gough of Kent County Council to set out his vision for the Dover District and the importance of needed road improvements.
- (d) That he had been invited to pull the first pint at the Lord Nelson pub following its £330,000 redevelopment by Shepherd Neame.
- (e) That an event was held to mark the first anniversary of the Dover District Lotto which had been a great success raising over £40,000 for good causes in the district. He thanked Councillor M J Holloway and the Community Services team for their work.
- (f) To congratulate the Climate Change and Energy Conservation Officer on her success in being recognised as a Heat Hero.
- (g) To celebrate the first anniversary of the Dover District Leisure Centre which had seen a 379% increase in membership compared to that of the old leisure centre. In addition, the Dover District Leisure Centre had received an 'A' certificate energy rating.
- (h) That the Council would be launching a green energy grant scheme that would provide up to £10,000 to help small businesses in the district become more energy efficient.
- (i) That the 'Solar Together' scheme would be launched in March 2020. The scheme would help residents power their homes through solar energy and there was a trial involving four properties in Temple Ewell.
- (j) The Open Legacy Fund, an initiative run by the R&A, had launched its Green Initiatives Grant Programme with Dover District Council and Sandwich Town Council. The fund would enable community groups and organisations in Sandwich to apply for funding to support initiatives that provided social, environmental and health and well-being benefits for the town and its residents.
- (k) That he had visited an Outreach Centre for homeless people to see the work being done to support them.

- (l) To advise that the Discovery Park had been awarded Life Science Opportunity Zone status by the government which would help it develop as a regional life sciences cluster.

The Leader of the Opposition Labour Group, Councillor K Mills, included the following matters in his report:

- (a) That in respect of the Lydden Hill application it was important to remember the concerns of local residents concerning noise and ensure that any breaches were enforced.
- (b) To express his support for the Council's apprenticeship programme.
- (c) That he thought the Dover District Lotto would continue to be a success and suggest that the Council front load money into a grant scheme if it could to support demand.
- (d) To welcome the Dementia Village and emphasise the important of council staff being trained to deal with people with dementia.
- (e) In light of International Women's Day to advocate more women being involved in politics.
- (f) To express support for the decision to bring East Kent Housing (EKH) in-house and ask that the issue of accessibility of officers at EKH be addressed.
- (g) To call for a member of Deal Town Council to be made a member of the Tides Leisure Centre PAG and highlight the importance of public involvement in the work of the PAG.
- (h) That express the view that all Members should be concerned about the health gap, especially in the Dover district.
- (i) To ask for a presentation on the readiness of the district's BREXIT preparedness. This should include the role of Manston and the Highways Agency.
- (j) To advise that although he had not pulled the first pint, he had visited the Lord Nelson pub and felt that it was an improvement for the area,

In response the Leader of the Council advised:

- (a) That the Council would be working with a residents panel in respect of Lydden Hill.
- (b) That he would see what he could do in respect of the availability of grant funding from the Dover District Lotto.
- (c) That while he had yet to go to the Dementia Village he welcomed it as an excellent facility.
- (d) To agree with the Leader of the Opposition on the importance of supporting International Women's Day and encouraging more women to enter into politics.

(e) That he would try to improve the service offered to Members by East Kent Housing. He suggested that any member experiencing problems speak with the Portfolio Holder for Housing and Health, Councillor D P Murphy.

(f) That the state of the district would be updated with the latest figures related to deprivation and its impacts.

(g) To agree that a BREXIT meeting for Members would be a good idea and advise that he would try to get key external agencies to attend.

65 SEAT ALLOCATION AND GROUP APPOINTMENTS

There were no changes to seat allocation advised by the political group leaders.

66 QUESTIONS FROM THE PUBLIC

There were no questions on notice from Members of the public.

67 PAY POLICY STATEMENT 2020/21

The Chief Executive introduced the report on the Pay Policy Statement 2020-21.

On their being no dissent, and with it being the will of the meeting, it was

RESOLVED: That the Pay Policy Statement set out at Appendix 1 of the report be approved prior to publication on the Council's website.

68 DRAFT CORPORATE PLAN 2020-2024

The Leader of the Council, Councillor T J Bartlett, introduced the Draft Corporate Plan 2020-2024.

It was moved by Councillor T J Bartlett, duly seconded by Councillor S S Chandler, and

RESOLVED: That the Draft Corporate Plan 2020-2024 be approved and the Plan be published on the Council's website.

69 COUNCIL BUDGET 2020/21 AND MEDIUM TERM FINANCIAL PLAN 2020/21 - 2023/24

The Strategic Director (Corporate Resources) introduced the report on the Council Budget 2020/21, Medium-Term Financial Plan 2020/21–2023/24 and 2020/21 Council Tax Setting.

It was moved by Councillor S C Manion, and duly seconded by Councillor T J Bartlett, that the recommendations set out in the report incorporating the recommendations of the Cabinet at its meeting held on 24 February 2020 be approved.

On being put to the vote it was

RESOLVED: (a) That the General Fund Revenue Budget, the Capital and Special Projects Programmes, the Housing Revenue Account

Budget, the Council Tax Resolution and the content of the MTFP be approved.

- (b) That a Council Tax increase of 2.6% for DDC purposes be approved, resulting in an increase on Band D properties of £4.95 per year and an annual DDC Council Tax of £192.24.
- (c) To note that it is the view of the Strategic Director (Corporate Resources), the Section 151 Officer, that the budget has been prepared in an appropriate and prudent manner and that based upon the information available at the time of producing this report the 2020/21 estimates are robust and the resources are adequate for the Council's current spending plans in 2020/21.
- (d) That the various Council recommendations at the end of the sections within the attached budget and MTFP, and summarised in Annex 10 to Appendix 1, are approved as follows:
  - (i) Approve the General Fund Revenue budget for 2020/21 and the projected outturn for 2019/20.
  - (ii) Approve the policies and protocols regarding the General Fund balances and earmarked reserves, and transfers between reserves as set out in Annex 4.
  - (iii) Approve the HRA budget for 2020/21 and the projected outturn for 2019/20 at Annex 5.
  - (iv) Approve the Capital and Special Revenue Projects Programmes.
  - (v) Approve that capital resources required to finance new projects are secured before new projects commence.
  - (vi) Approve the Capital, Treasury Management and Investment Strategies, including the Prudential Indicators and Minimum Revenue Provision statement (Annexes 7A, 7B and 7C).
  - (vii) Approve the Council Tax Resolution as set out at Annex 8A.
  - (viii) Note that if the formal Council Tax Resolution at Annex 8A is approved, the total Band D Council Tax will be as follows:

	2019/20 £	2020/21 £	Increase %
Dover District Council	187.29	192.24	2.64%
Kent County Council	1,299.42	1,351.26	3.99%
The Police & Crime Commissioner for Kent	193.15	203.15	5.18%
Kent & Medway Fire & Rescue Authority	77.76	79.29	1.97%
<b>Sub-Total</b>	<b>1,757.62</b>	<b>1,825.94</b>	<b>3.89%</b>
Town & Parish Council (average)	65.20	68.45	4.98%
<b>Total Band D Council Tax</b>	<b>1,822.82</b>	<b>1,894.39</b>	<b>3.93%</b>

- (ix) The Council Tax, by band, for the major preceptors will be as follows:

	<u>Valuation Bands</u>							
	A	B	C	D	E	F	G	H
<b>Precepting Authority:</b>	£	£	£	£	£	£	£	£
Kent County Council	900.84	1,050.98	1,201.12	1,351.26	1,651.54	1,951.82	2,252.10	2,702.52
The Police & Crime Commissioner for Kent	135.43	158.01	180.58	203.15	248.29	293.44	338.58	406.30
Kent & Medway Fire & Rescue Service	52.86	61.67	70.48	79.29	96.91	114.53	132.15	158.58
Dover District Council	128.16	149.52	170.88	192.24	234.96	277.68	320.40	384.48
<b>Total</b>	<b>1,217.29</b>	<b>1,420.18</b>	<b>1,623.06</b>	<b>1,825.94</b>	<b>2,231.70</b>	<b>2,637.47</b>	<b>3,043.23</b>	<b>3,651.88</b>

## 70 QUESTIONS FROM MEMBERS

In accordance with Rule 12(1) of the Council Procedure Rules, Members of the Cabinet responded to the following questions:

- (1) Councillor M Bates asked the Portfolio for Housing and Health, Councillor D P Murphy:

“This week will mark the end of the Dover Outreach Winter Night Shelter project which opened its doors on 1st December and will close on 28th February. This project continues to provide much needed support to some of the most needy and continues to generate a large pool of people from within our community who are willing to give up their time to help out. At the time of submitting this question the project has involved a total of 115 trained volunteers who have worked three shifts per day providing evening meals, comfort and support during the night and a breakfast in the morning. During the course of the programme the available beds, evening meals and breakfasts were provided on 434 occasions with the volunteers working a total of 3972 hours. Since September 2016 Dover Outreach has find sustainable for 151 rough sleepers, place 41 into work and repatriated 14. I would therefore like to welcome the news that both Folkestone and Dover District Councils have received joint funding of £469,000 for continuing support and to ask how this will be used for them in the forthcoming year?”

In response Councillor D P Murphy stated that the funding from the Ministry of Housing, Communities and Local Government (MHCLG) would fund the following interventions for 2020/21 in the Dover and Folkestone & Hythe council areas.

The funding provided for 2 navigators (one specialized in dealing with substance misuse and the other in dealing with vulnerable women), a rough sleeping co-ordinator, floating support (3 full-time and 1 part-time officer), an

outreach worker, a mental health worker, night support service (two outreach workers) and a longer term accommodation budget of £25,200.

The rough sleeping coordinator was responsible for the overall strategic management of rough sleeping services across the two districts. They acted as the liaison between all the agencies providing rough sleeping services and worked to ensure that a consistent approach was developed in respect of policies and procedures.

The navigators undertook street assessments of rough sleepers and the street population and across the temporary accommodation pathway. Their primary focus was intense interventions for the group of entrenched rough sleepers across their cohort.

The floating support service worked with Porchlight across both districts. They assumed responsibility for the caseload for those placed into emergency or private rented accommodation by the outreach worker.

The outreach worker was responsible for identifying new rough sleepers and helping them move from the streets into accommodation. They will conduct regular outreach checks in conjunction with the Sanctuary outreach service, CSUs, Street Wardens and Pastors and respond to any reports of rough sleepers being identified within the districts. The outreach worker attends case review meetings, provides drop-in services, and provides valuable intelligence to inform interventions.

The mental health worker delivered an outreach and day centre assessment role, assisting those rough sleepers who had a mental health issue and working to develop pathways into specialist mental health services, which had traditionally been a difficult area for rough sleepers to access.

The night support service was available 7 days per week, 365 days a year (8pm – 1 am) filling a gap in current provision as outreach had until now been conducted only during the early morning or day. The service could react quickly to any reports of new rough sleepers and after verification, arrange for emergency accommodation to be provided. The outreach service had a budget of £10,800 that would provide for up to 120 placements in emergency accommodation.

The Longer-Term Accommodation Budget would initially be used to fund bed and breakfast housing but ultimately to provide a more sustainable offer for rough sleepers. This funding would enable Porchlight to place rough sleepers in emergency accommodation themselves and the navigators / floating support workers would work with individuals to address their issues and consider the most appropriate interventions. This additional service would enable up to 60 rough sleepers to remain off the streets for an extra 14 nights each.

- (2) In the absence of Councillor S H Beer, the question was not put to the meeting.
- (3) Councillor P M Brivio asked the Portfolio for Housing and Health, Councillor D P Murphy:

“I am concerned to learn that the % share for purchasing shared ownership properties in Harold Street has increased from 25% to 40% despite being

advertised for 3 months at the lower level (of which I have evidence). Does the Portfolio holder consider this to be affordable for residents of the district where the average wage is £25,000 p.a.”

In response, Councillor D P Murphy stated that Dover District Council chaired the Dover District Dementia Action Alliance, providing assistance with governance, funding and general support to local town-based dementia related groups across the district (Dementia Friendly Communities).

The Community Services Team would continue to support the local voluntary sector with further advice, guidance and support and two of the Community Development Officers would be undertaking refresher training as was required as Dementia Champions. This would enable the team to deliver further in-house training sessions to elected members and staff in 2020.

While Autism awareness training was not something that was currently planned EKHR would investigate training providers and arrange for a lunchtime event to support World Autism Awareness week (30 March – 5 April).

In accordance with Council Procedure Rule 12.5, Councillor P M Brivio exercised her right to ask a supplementary question.

- (4) Councillor H M Williams asked the Portfolio for Housing and Health, Councillor D P Murphy:

“The awarding of a substantial grant to Folkestone and Dover Councils for work with Rough Sleepers is welcome. As this work is ongoing are there any measurable results that the work is having any effect.”

In response, Councillor D P Murphy stated that the funding had already seen a step change in efforts to reduce the number of people sleeping on the streets, with the preliminary official street count figure for 2019 (across both districts) showing a fall of 50% (19 in November 2019 compared with 38 in 2018).

The service had worked with 93 rough sleepers since operations began in July 2019 and provided accommodation to 64 rough sleepers with 30 former rough sleepers being supported in accommodation. In addition, cold weather funding had allowed the service to place 30 rough sleepers in emergency accommodation through the winter months.

Fortnightly multi-agency case review meetings in Dover and Folkestone had enabled services to work together to share information and agree interventions to rough sleepers and bi-monthly street counts conducted across both districts provide up-to-date knowledge of the street population.

In accordance with Council Procedure Rule 12.5, Councillor H M Williams exercised her right to ask a supplementary question.

- (5) Councillor E A Biggs asked the Portfolio for Planning and Regulatory Services, Councillor N S Kenton:

“At a previous meeting I asked for the total of affordable housing delivered in 2018-19, I was subsequently advised that the total was 32. This figure seems shockingly low when referring to the affordable housing delivery plan of 2010/2015 which had a figure of 650 over a five year period, can you advise what the figure is for the previous 5 years?”

In response Councillor N S Kenton stated that the affordable housing figures for the 5 monitoring years preceding the last one were as followed: (1) 2017/18 – 99; (2) 2016/17 – 78; (3) 2015/16 – 185; (4) 2014/15 – 110; and 2013/14 – 28. It was anticipated that the figure for the current monitoring year would be higher and the Council was giving consideration to where it could assist with the figure by bringing forward sites in its ownership.

In accordance with Council Procedure Rule 12.5, Councillor E A Biggs exercised his right to ask a supplementary question.

- (6) Councillor P D Jull asked the Portfolio for Community and Tourism, Councillor M J Holloway:

“Recently there was a crash in Deal in which a lorry damaged property. The council’s CCTV operators confirmed that they had a recording of the incident but refused to divulge the number plate or even the name on the lorry to the victim so that she could pursue a claim for damages. Also, I am often receiving representations about cars parking on busy pavements where there are yellow lines in a manner that makes it difficult for pedestrians to pass without stepping into the road, or at all if they’re using mobility aids. Although this is happening in view of CCTV cameras my understanding is that they cannot be used to remotely issue penalty charge notices so the driver gets away with it unless an enforcement officer happens upon the scene. Given the impending, hopefully, introduction of ANPR cameras for parking management, is it time for a review of the regime under which the Council’s CCTV cameras operate so that they provide a better service to our communities in line with the corporate plan?”

In response Councillor M J Holloway stated the Council had invested significantly in upgrading its CCTV network, including investing in a state-of-the-art control room in order to keep communities safer, support local businesses and work closely in partnership with Kent Police.

In respect of the incident referred to by Councillor P D Jull, the Council had acted correctly in accordance with the Data Protection Act 2018 by not sharing these images as it was his understanding that the request related to third parties and not the victim themselves. It was suggested that the correct procedure would be to make a report to Kent Police instead as it related to a potential criminal act.

In respect of car parking enforcement, the Deregulation Bill 2014 prevented CCTV from being used for the issuance of Penalty Charge Notices. This was because parking infringements had to be witnessed by a Civil Enforcement Officer who would then need to affix a penalty notice to the vehicle. However, intelligence gained from CCTV could be used to inform the patrol patterns of Civil Enforcement Officers.

MOTIONS

- (1) In accordance with Council Procedure Rule 13, Councillor L A Keen moved the Motion of which she had given notice as followed:

“This Council resolves: to require all public firework displays within the local authority boundaries to be advertised in advance of the event, allowing residents to take precautions for their animals and vulnerable people

- to actively promote a public awareness campaign about the impact of fireworks on animal
- to write to the UK Government urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private displays
- to encourage local suppliers of fireworks to stock ‘quieter’ fireworks for public display.”

The Motion was duly seconded by Councillor K Mills.

Councillor N S Kenton advised that subject to the deletion of the second bullet point he would be willing to support the Motion and asked the mover of the Motion to consider amending it accordingly.

Councillor L A Keen, with the consent of her seconder, agreed to accept the deletion of the second bullet point and on being put to the vote it was

RESOLVED: That this Council resolves: to require all public firework displays within the local authority boundaries to be advertised in advance of the event, allowing residents to take precautions for their animals and vulnerable people

- to actively promote a public awareness campaign about the impact of fireworks on animal
- to encourage local suppliers of fireworks to stock ‘quieter’ fireworks for public display.

Six members present requested that a recorded vote be held in accordance with Council Procedure Rule 18.4. The manner of the voting was as followed:

For (25)	Against (2)	Abstain (0)
J S Back	P D Jull	
T J Bartlett	J Rose	
M Bates		
D G Beaney		
E A Biggs		
T A Bond		
P M Brivio		
S S Chandler		
N J Collor		
M D Conolly		
D Hannent		
J P Haste		

For (25)	Against (2)	Abstain (0)
M J Holloway		
S J Jones		
L A Keen		
N S Kenton		
S C Manion		
K Mills		
D P Murphy		
O C de R Richardson		
J Rose		
M Rose		
C A Vinson		
H M Williams		
C F Woodgate		
C D Zosseder		

72 URGENT BUSINESS TIME

There were no items of urgent business for consideration.

The meeting ended at 8.22 pm