

Public Document Pack



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TO: ALL MEMBERS OF THE COUNCIL

Contact: **Rebecca Brough**
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Our ref: **RB/CABRCD**
Your ref:
Date: **11 November 2020**

Dear Councillor

CABINET: RECORD OF DECISIONS

Please find attached the Record of Decisions of the Cabinet meeting held on Monday, 9 November 2020. Unless otherwise indicated within the schedule, these decisions may be called in for scrutiny, provided notice is given to me in writing by **10.00am on Tuesday, 17 November 2020**.

The call-in procedures are set out at paragraph 18 of the Overview and Scrutiny Procedure Rules. Call-in may be activated by the Chairman of the Overview and Scrutiny Committee, Councillor C D Zosseder; the Controlling Group Spokesperson of that Committee, Councillor S C Manion (or in their absence the Vice-Chairman or Deputy Spokesperson) or any three non-executive Members. The reasons for calling in an item must be given.

Yours sincerely

A handwritten signature in black ink that reads "Rebecca". The signature is written in a cursive, flowing style.

Rebecca Brough
Democratic Services Manager

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Record of the decisions of the meeting of the **CABINET** held as a remote meeting (Teams Live Event) on Monday, 9 November 2020 at 11.00 am

Present:

Chairman: Councillor T J Bartlett

Councillors: N J Collor
M J Holloway
N S Kenton
D P Murphy
O C de R Richardson
C A Vinson

Officers: Chief Executive
Strategic Director (Corporate Resources)
Strategic Director (Operations and Commercial)
Head of Assets and Building Control
Head of Governance
Head of Leadership Support
Head of Museums and Culture
Head of Planning, Regeneration and Development
Head of Regulatory Services
Private Sector Housing Manager
Strategic Project Manager (Infrastructure)
Principal Infrastructure Planner
Planning Monitoring Officer
Democratic Services Manager

There were no apologies for absence received from Councillors.

DECISIONS

The Decisions of the meetings of the Cabinet held on 5 October 2020 and 19 October 2020 as detailed in decision numbers CAB 14 to CAB 31 and CAB32 to CAB35 respectively, were approved as correct records and signed by the Chairman.

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 36 9.11.20 Open Key Decisions No Call in to apply Yes Implementation Date 17 November 2020	<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 37 9.11.20 Open Key Decisions No Call in to apply Yes Implementation Date 17 November 2020	<u>DECLARATIONS OF INTEREST</u> Councillor N S Kenton declared a Disclosable Pecuniary Interest in CAB42 (Private Sector Housing Enforcement Policy 2020) by reason that he owned private rental properties and indicated that he would withdraw from the meeting for the consideration of that matter.	None	To note any declarations of interest.	

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)
<p>CAB 38 9.11.20 Open</p> <p>Key Decisions No</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>RECORD OF DECISIONS</u></p> <p>It was agreed that the decisions of the meeting of the Cabinet held on 5 October 2020 and 19 October 2020 as detailed in decision numbers CAB 14 to CAB 31 and CAB32 to CAB35 respectively, be approved as a correct record and signed by the Chairman.</p>	<p>None.</p>	<p>Cabinet is required to approve the Records of Decisions of the Cabinet meetings held on 5 October 2020 and 19 October 2020.</p>	
<p>CAB 39 9.11.20 Open</p> <p>Key Decisions Yes</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>SANDWICH GUILDHALL FORECOURT IMPROVEMENT WORKS</u></p> <p>The recommendations of the Overview and Scrutiny Committee from its meeting held on 12 October 2020 (Minute No. 24) were received.</p>		<p>The Overview and Scrutiny Committee, at its meeting held on 12 October 2020 (Minute No.24), considered Cabinet decision CAB27.</p>	

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)
<p>CAB 40 9.11.20 Open</p> <p>Key Decisions No</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>EU TRANSITION - DOVER PORT HEALTH AUTHORITY</u></p> <p>It was agreed:</p> <p>(a) That the recommendation of the Overview and Scrutiny Committee made at its meeting on 12 October 2020 (Minute No. 26) be accepted so as to amend decision CAB29(a) as follows:</p> <p>That the additional resource required to support the recruitment of three additional Port Health staff from the 2020/21 budget, to support the first phase of the EU end of transition, be approved subject to the two temporary members of staff being employed on 12-month contracts that are to be reviewed once a clearer idea of the income generated from the provision of the service is obtained.</p> <p>(b) That Cabinet decision CAB29 be reaffirmed subject to (a) above.</p>	<p>To reject the recommendation of the Overview and Scrutiny Committee.</p>	<p>The Overview and Scrutiny Committee, at its meeting held on 12 October 2020 (Minute No.26), considered Cabinet decision CAB29 and made a recommendation to amend it.</p>	

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)
<p>CAB 41 9.11.20 Open</p> <p>Key Decisions No</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>HOUSING STOCK COMPLIANCE</u></p> <p>It was agreed that the recommendation of the Overview and Scrutiny Committee made at its meeting on 12 October 2020 (Minute No. 28) be accepted as followed:</p> <p style="padding-left: 40px;">That the Overview and Scrutiny Committee be presented with a report on Housing Stock Compliance for 6 months starting from November 2020.</p>	<p>To reject the recommendation of the Overview and Scrutiny Committee.</p>	<p>The Overview and Scrutiny Committee, at its meeting held on 12 October 2020 (Minute No.28), considered Cabinet decision CAB25 and made an additional recommendation.</p>	
<p>CAB 42 9.11.20 Open</p> <p>Key Decisions Yes</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>PRIVATE SECTOR HOUSING ENFORCEMENT POLICY 2020</u></p> <p>It was agreed:</p> <p>(a) That the revised Private Sector Housing Enforcement Policy 2020 be adopted.</p> <p>(b) That the Head of Regulatory Services, in consultation with the Portfolio Holder for Planning and Regulatory Services and the Head of Governance, be authorized to approve any future minor amendments to the policy.</p>	<p>To not adopt the revised Private Sector Housing Enforcement Policy.</p>	<p>In September 2017 Cabinet approved the current Policy and recent legislation requires the policy be updated. The revised policy also introduces reduced payments for early payment of Penalty Charges.</p>	<p>Councillor N S Kenton declared a Disclosable Pecuniary Interest by reason that he owned private rental properties and withdrew from the meeting for the consideration of this item of business.</p>

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)
<p>CAB 43 9.11.20 Open</p> <p>Key Decisions No</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>INFRASTRUCTURE FUNDING STATEMENT 2019/20</u></p> <p>It was agreed that the format and content of the first Annual Infrastructure Funding Statement 2019/20 at Appendix 1 and supporting spreadsheets at Appendix 2 be approved and that it be published by no later than 31 December 2020.</p>	<p>To amend or reject the format and content of the first Annual Infrastructure Funding Statement 2019/20.</p>	<p>To outline the new requirements of the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019 in relation to Annual Infrastructure Funding Statements and to seek approval of the format and content of the first Annual Infrastructure Funding Statement 2019/20 and publication of the Statement.</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 44 9.11.20 Open</p> <p>Key Decisions No</p>	<p><u>PERFORMANCE REPORT - SECOND QUARTER 2020/21</u></p> <p>It was agreed that the Performance Report and Actions for Quarter 2, 2020/21 be noted.</p>	<p>None.</p>	<p>Monitoring the Council's Performance against key objectives is essential to the</p>	

Record of Decisions: Executive Functions

Call in to apply Yes Implementation Date 17 November 2020			achievement of those aims and objectives. The Performance Report provides a summary of the Council's performance for the three months to 30 September 2020.
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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 45 9.11.20 Open Key Decisions No Call in to apply Yes Implementation Date 17 November 2020	<u>HOUSING STOCK COMPLIANCE</u> It was agreed that the current status which related to statutory health and safety compliance associated with managing the housing stock and the actions being taken to verify the accuracy of compliance data be noted.	None.	To update the Cabinet on the current position in relation to the compliance status of the Council's housing stock. Responsibility for managing the Council's housing stock transferred from East Kent Housing to Dover District Council on 1 October 2020.	

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)
<p>CAB 46 9.11.20 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>It was agreed 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>	<p>None.</p>		
<p>CAB 47 9.11.20 Exempt</p> <p>Key Decisions Yes</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>INTER-AUTHORITY AGREEMENT WITH KENT COUNTY COUNCIL</u></p> <p>It was agreed:</p> <p>(a) That the completion of the new Inter-Authority Agreement with Kent County Council be approved based on the terms outlined in the report.</p> <p>(b) That the Head of Commercial Services, in consultation with the Portfolio Holder for Planning and Regulatory Services, be authorised to make any minor changes to the agreement required prior to signing.</p>	<p>To not approve the proposed new Inter-Authority Agreement with Kent County Council.</p>	<p>The current Inter-Authority Agreement with Kent County Council to support the Council's recycling services ends on 15 January 2020. This report seeks agreement to the proposed new agreement.</p>	

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)
<p>CAB 48 9.11.20 Exempt</p> <p>Key Decisions Yes</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>PROVISION OF NEW MUSEUM STORE</u></p> <p>It was agreed:</p> <p>(a) That the relocation of the museum collections currently stored in the Maison Dieu and Western Road depots respectively to Unit 8 and the ground floor of Unit 10 Whitfield Court, and to sanction the construction works necessary to house the collections in a suitable environment be approved.</p> <p>(b) To continue and to complete the cataloguing of the whole collection for completion in Spring 2021 (for the items currently stored at Western Road, and where specific cataloguing cannot be undertaken (i.e. the archeology), produce an inventory which quantifies the volumes and size). Also prepare and present, at the same time, a new Collections Policy that identified and quantified the collection, to mitigate the risk of moving everything to the new store at Whitfield, and produce an inventory which quantified the volumes and size, and draw up a list of items which under a new collections policy can either be offered to alternative collections or disposed of.</p> <p>(c) That the Strategic Director (Operations and Commercial), in consultation with the Portfolio Holder for Environment and Corporate Property, be delegated authority to take all operational decisions, including the award of contract, and any decisions necessary to complete building work and relocate existing stores.</p>	<p>(a) To keep the museum collection stored in existing premises.</p> <p>(b) To construct a purpose built museum store.</p> <p>(c) To not require the completion of the cataloguing of the Western Road element of the collection by Spring 2021.</p>	<p>There is a need to relocate the museum collection currently stored in the Maison Dieu at Dover, in order to facilitate the delivery of the restoration and refurbishment project at Maison Dieu. This presents an opportunity to co-locate the museum collection, currently stored at the depot in Western Road, Deal.</p>	

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)
<p>CAB 49 9.11.20 Exempt</p> <p>Key Decisions Yes</p> <p>Call in to apply Yes</p> <p>Implementation Date 17 November 2020</p>	<p><u>DOVER FASTRACK PROJECT UPDATE</u></p> <p>It was agreed:</p> <ul style="list-style-type: none"> (a) That the project update be noted. (b) That the budget allocation for the project be increased by £1.3million. (c) That an option agreement be entered into to secure access to land needed for the project at a cost of £25,000 whilst noting that the option would only be exercised should Homes England agree to expand the project scope and extend the programme. 	<p>To not allocate the funds needed for the project.</p>	<p>To update Cabinet on progress of the Dover Fastrack project and to allocate the funds needed so that the Council is ready to exercise its options should the Homes England agree to expand the project scope and extend the programme.</p>	

The meeting ended at 12.31 pm