

# Public Document Pack

Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 9 May 2022 at 11.00 am

Present:

Chairman: Councillor T J Bartlett

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

Also Present: Councillor S H Beer  
Councillor P M Brivio  
Councillor E A Biggs  
Councillor H M Williams

Officers: Chief Executive  
Strategic Director (Corporate Resources)  
Strategic Director (Operations and Commercial)  
Head of Community and Digital Services  
Head of Finance and Investment  
Head of Governance and HR  
Digital Services Manager  
Strategic Delivery Manager (Infrastructure)  
Technology Solutions Co-ordinator  
Community Development Officer  
PR and Marketing 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 102 9.5.22 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 17 May 2022	<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 103 9.5.22 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 17 May 2022	<u>DECLARATIONS OF INTEREST</u>  There were no declarations of interest.	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 104 9.5.22 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 17 May 2022</p>	<p><u>RECORD OF DECISIONS</u></p> <p>It was agreed that the decisions of the meeting held on 4 April 2022, as detailed in decision numbers CAB 94 to CAB 101, 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 4 April 2022.</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 105 9.5.22 Open</p> <p><b>Key Decisions</b> Yes</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 17 May 2022</p>	<p><u>FUTURE HIGH STREETS FUND</u></p> <p>It was agreed that the Overview and Scrutiny Committee's recommendation, made at its meeting held on 25 April 2022 (Minute No 140), be approved as follows:</p> <p style="padding-left: 40px;">That meetings of the Dover Town Regeneration Advisory Board be scheduled in respect of regeneration projects such as the Future High Streets Fund and the Redevelopment of Stembrook Car Park and Former Co-op Building.</p>	<p>To reject the recommendation.</p>	<p>At its meeting held on 25 April 2022, the Overview and Scrutiny Committee considered Cabinet decision CAB 100 of 4 April and made a recommendation.</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

				<b>consultees (if any)</b>
CAB 106 9.5.22 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 17 May 2022	<u><b>BRING YOUR OWN DEVICE POLICY</b></u>  It was agreed that a new project and policy implementing processes and security to enable staff to use personal smart devices for work be approved.	None.	Approval is sought for a project to enable staff and Members to use personal mobile phones or tablets for work purposes. This approach will give staff greater flexibility and potentially save the Council money in replacing phone handsets.	
<b>Decision Status</b>	<b>Record of Decision</b>	<b>Alternative options considered and rejected (if any)</b>	<b>Reasons for Decision</b>	<b>Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)</b>
CAB 107 9.5.22 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 17 May 2022	<u><b>ARRANGEMENTS FOR DOVER DISTRICT COUNCIL COMMUNITY GRANTS SCHEME FOR 2022/23</b></u>  It was agreed that the proposed criteria changes to the Community Grants Scheme for 2022/23, utilising the £260,000 available, and as set out in paragraph 4.2 of the report, be approved.	None.	The Community Grants Scheme is operated by the Council to provide grants to local charities, volunteer groups and other organisations. A total pot of £260,000 will be available, split across five areas and overseen by Member panels.  Cabinet is asked to	

			approve changes to the Scheme's criteria.																	
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 108 9.5.22 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 17 May 2022	<p><u>APPOINTMENT OF MEMBERS TO OUTSIDE BODIES 2022/23</u></p> <p>It was agreed:</p> <p>(a) That the following appointments to outside bodies for 2022/23 be approved (with appointments being for one year unless stated otherwise):</p> <table border="0"> <tr> <td>Action with Communities in Rural Kent</td> <td>Cllr D Beaney Cllr M Rose</td> </tr> <tr> <td>Aylesham &amp; District Workshop Trust</td> <td>Cllr P Walker</td> </tr> <tr> <td>Deal Fairtrade Steering Group</td> <td>Cllr T J Bartlett</td> </tr> <tr> <td>Deal &amp; Sandwich Coastal Community Team</td> <td>Cllr S Chandler Cllr S Beer</td> </tr> <tr> <td>Dover Coastal Community Team</td> <td>Cllr N Collor Cllr R Walkden</td> </tr> <tr> <td>Dover, Deal &amp; District Citizens' Advice Bureau</td> <td>Cllr D Hawkes</td> </tr> <tr> <td>Dover Fairtrade Steering Group</td> <td>Cllr D Hannent</td> </tr> <tr> <td>East Kent Spatial Development Co.</td> <td>Cllr T Bartlett</td> </tr> </table>	Action with Communities in Rural Kent	Cllr D Beaney Cllr M Rose	Aylesham & District Workshop Trust	Cllr P Walker	Deal Fairtrade Steering Group	Cllr T J Bartlett	Deal & Sandwich Coastal Community Team	Cllr S Chandler Cllr S Beer	Dover Coastal Community Team	Cllr N Collor Cllr R Walkden	Dover, Deal & District Citizens' Advice Bureau	Cllr D Hawkes	Dover Fairtrade Steering Group	Cllr D Hannent	East Kent Spatial Development Co.	Cllr T Bartlett	None.	Cabinet appoints Members (and sometimes non-Members) to outside bodies annually to represent the Council's interests or, in some cases, to act solely on behalf of the bodies. 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.	
Action with Communities in Rural Kent	Cllr D Beaney Cllr M Rose																			
Aylesham & District Workshop Trust	Cllr P Walker																			
Deal Fairtrade Steering Group	Cllr T J Bartlett																			
Deal & Sandwich Coastal Community Team	Cllr S Chandler Cllr S Beer																			
Dover Coastal Community Team	Cllr N Collor Cllr R Walkden																			
Dover, Deal & District Citizens' Advice Bureau	Cllr D Hawkes																			
Dover Fairtrade Steering Group	Cllr D Hannent																			
East Kent Spatial Development Co.	Cllr T Bartlett																			

	Industrial Communities Alliance	Cllr S Manion			
	JAC Kent Downs AONB Partnership	Cllr N Kenton			
	Kent County Playing Fields Association	Cllr T Bond			
	Kent Forum	Cllr T Bartlett			
	Local Enterprise Partnership Board & Executive	Cllr T Bartlett			
	Local Government Association – General Assembly	Cllr T Bartlett			
	Local Government Association Coastal Special Interest Group	Cllr N Kenton			
	Manston Skills and Education Board	Cllr D Murphy			
	Police & Crime Panel for Kent	Cllr O Richardson			
	River Dour Partnership	Cllr N Collor			
	River Stour (Kent) Internal Drainage Board	Cllr M Conolly Cllr P Jull			
	Sandwich & Pegwell Bay National Nature Reserve Management Committee	Cllr S Chandler			
	South-East England Councils (SEEC)	Cllr T Bartlett (sub: O Richardson)			
	Tourism South-East	Cllr T Bartlett			

	<p>(b) 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>(c) That the appointment of the Chief Executive to the Kent Forum be approved.</p>			
<b>Decision Status</b>	<b>Record of Decision</b>	<b>Alternative options considered and rejected (if any)</b>	<b>Reasons for Decision</b>	<b>Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)</b>
<p>CAB 109 9.5.22 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 17 May 2022</p>	<p><u>APPOINTMENT OF DOVER JOINT TRANSPORTATION ADVISORY BOARD CHAIRMAN FOR 2022/23</u></p> <p>It was agreed that Councillor J S Back be appointed Chairman of the Dover Joint Transportation Advisory Board for the Council Year 2022/23.</p>	None.	Cabinet is required to appoint a chairman to the Dover Joint Transportation Advisory Board for 2022/23 in order to comply with the terms of reference of the Board which require that the chairmanship and vice-chairmanship of the Board alternate annually between Kent County Council and Dover District Council.	
<b>Decision Status</b>	<b>Record of Decision</b>	<b>Alternative options considered and rejected (if any)</b>	<b>Reasons for Decision</b>	<b>Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)</b>
CAB 110	<u>EXCLUSION OF THE PRESS AND PUBLIC</u>	None.		

<p>9.5.22 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> Immediate</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>			
<b>Decision Status</b>	<b>Record of Decision</b>	<b>Alternative options considered and rejected (if any)</b>	<b>Reasons for Decision</b>	<b>Conflicts of interest (if any) declared by decision maker(s) or consultees (if any)</b>
<p>CAB 111 9.5.22 Exempt</p> <p><b>Key Decisions</b> Yes</p> <p><b>Call-in to apply</b> (a) Yes (b) No</p> <p><b>Implementation Date</b> (a) 17 May 2022 (b) 19 May 2022</p>	<p><u>RESTORATION OF MAISON DIEU, DOVER</u></p> <p>(a) It was agreed:</p> <p>(i) That the outcome of the tender process be noted.</p> <p>(ii) That the award of the main contract for the construction works to Coniston Ltd be approved.</p> <p>(iii) That the Strategic Director (Operations and Commercial) be instructed to identify additional grant funding opportunities from other sources, including project sponsors and other partners, opportunities for prudent borrowing against expected revenues, and potential savings up to £2.25 million in the Capital Programme, in consultation with the Leader of the Council, sufficient to offset the shortfall of funding for the Maison Dieu project, with a report to be presented to a subsequent meeting of the Council.</p>	<p>Not to change recommendation (a) (iii).</p>	<p>The report apprises Cabinet of the outcome of the tender process and seeks agreement for the award of the contract for construction works to restore the Maison Dieu (Town Hall) in Dover.</p> <p>A competitive tender process was followed and three valid bids were received, highlighting a shortfall between the pre-tender</p>	



	<p>(b) It was agreed to recommend to Council:</p> <p>(i) That the allocation of an increase of £2.25 million in the Capital Programme to finance the increased costs of the Maison Dieu project be approved.</p> <p>(ii) That the recommendation of the Section 151 Officer, as set out in paragraph 7.1.9 of the report, be approved, as follows:</p> <p>“It is therefore the recommendation of the Section 151 Officer that, to maintain the Council’s financial position with regards to capital expenditure, projects totalling at least the additional cost of the Maison Dieu project, currently estimated to be £2.25 million, are removed from the programme.”</p>		<p>estimate and bids received.</p> <p>Cabinet is requested to approve the revised specification and to recommend to Council that the additional resources needed to cover the shortfall are released.</p>	
--	--	--	---	--

The meeting ended at 11.30 am.