
Subject: **APPOINTMENT OF PROJECT ADVISORY GROUPS 2022/23**

Meeting and Date: **Cabinet – 6 June 2022**

Report of: **Louise May, Head of Governance and HR**

Portfolio Holder: **Councillor Trevor Bartlett, Leader of the Council**

Decision Type: **Non-Key**

Classification: **Unrestricted**

Purpose of the report: For Cabinet to:

- (a) Approve the membership of the following Project Advisory Groups (PAGs) for 2022/23: (1) Local Plan; (2) Dover Town Regeneration Advisory Board; (3) Climate Change; (4) Homelessness; and (5) Investment Advisory.
- (b) Confirm that the Dover Town Regeneration Advisory Board should be responsible for considering both the Future High Streets Fund (Bench Street) project and the Redevelopment of Stembrook project (notwithstanding that the establishment of a Redevelopment of Stembrook PAG was agreed by Cabinet at its meeting held on 4 April 2022), and, accordingly, agree revised Terms of Reference for the Advisory Board.

Recommendation:

- 1. That Cabinet appoints a Local Plan Project Advisory Group for the Council Year 2022/23 on the basis outlined at Appendix A of the report.
- 2. That Cabinet appoints a Dover Town Regeneration Advisory Board for the Council Year 2022/23 on the basis outlined at Appendix B of the report.
- 3. That Cabinet appoints a Climate Change Project Advisory Group for the Council Year 2022/23 on the basis outlined at Appendix C of the report.
- 4. That Cabinet appoints a Homelessness Project Advisory Group for the Council Year 2022/23 on the basis outlined at Appendix D of the report.
- 5. That Cabinet appoints an Investment Advisory Group for the Council Year 2022/23 on the basis outlined at Appendix E of the report.
- 6. That Cabinet agrees the revised Terms of Reference for the Dover Town Regeneration Advisory Board set out at Appendix F of the report.

1. Summary

1.1 The Cabinet annually appoints Members and, in some cases, external representatives, to serve on the Council's Project Advisory Groups (PAGs). There are five PAGs to which Members need to be appointed.

1.2 As well as the usual appointments, Cabinet is requested to clarify its position regarding which PAG should deal with the Redevelopment of Stembrook project and, if appropriate, agree to revised Terms of Reference for the Dover Town Regeneration Advisory Board.

2. **Introduction and Background**

2.1 Following discussions with the Leader, it is proposed that Councillor Chris Vinson, in his capacity as Portfolio Holder for Finance, Governance, Digital and Climate Change, should be added to the membership of the Dover Town Regeneration Advisory Board, and the position of Councillor Oliver Richardson as Vice-Chairman confirmed. In addition, the Terms of Reference of the Board will require changes should Cabinet agree the approach set out at paragraph 2.2.

2.2 At its meeting held on 9 May 2022, Cabinet approved a recommendation from the Overview and Scrutiny Committee that meetings of the Dover Town Regeneration Advisory Board should be scheduled in respect of the Future High Streets Fund (Bench Street) project and the Redevelopment of Stembrook project, notwithstanding that Cabinet agreed the establishment of a separate PAG for the Stembrook project at its meeting held on 4 April 2022 (CAB 101(f)). Cabinet is asked to confirm that it supports the approach that the Dover Town Regeneration Advisory Board will be responsible for considering the Stembrook project (along with Bench Street and any other projects deemed appropriate). If agreed, revised Terms of Reference for the Board are proposed at Appendix F.

2.3 The Council's Constitution advises that, unless agreed otherwise by the Leader of the Council/Cabinet, Advisory Groups shall:

- (a) comprise of 5 members including the Leader or appropriate Portfolio Holder who shall chair the Group;
- (b) be appointed, as far as possible, in accordance with the rules on political balance; and
- (c) shall include a relevant ward member.

2.4 The purpose of Advisory Groups is:

- (a) To provide a forum for consultation with other members of Council before particular issues are determined by the executive;
- (b) To advise the Leader or Cabinet/Portfolio Holder on any matter which concerns a project or relevant function/activity to be determined by the Leader/executive;
- (c) To assist and support the Leader or Cabinet/Portfolio Holder with regard to background information or preliminary work or research in connection with a project or function/activity to be determined by the Leader/executive.

3. **Identification of Options**

3.1 Option 1 - To appoint all five PAGs based on the proposed memberships set out in Appendices A to E and confirm that the Dover Town Regeneration Advisory Board should be responsible for, inter alia, considering the Redevelopment of Stembrook project.

3.2 Option 2 – To change the composition and/or membership of some or all of the PAGs. In addition, to decide that the Redevelopment of Stembrook project should be considered by the Redevelopment of Stembrook PAG rather than the Regeneration Advisory Board.

3.3 Option 3 – Not to appoint Members to some or any of the PAGs.

4. **Evaluation of Options**

4.1 Option 1 is the recommended option.

5. **Resource Implications**

5.1 None. Since the Covid-19 pandemic PAG meetings have been held on Teams as they are not subject to the same legislation as other committees which requires Members to attend meetings in person. There are therefore no resource implications arising from Member travel claims for attending the offices.

6. **Climate Change Implications**

6.1 The Principal Climate Change and Sustainability Officer has no specific comments to make on the report.

7. **Corporate Implications**

7.1 Comment from the Section 151 Officer: Accountancy has been consulted and has no further comment. (AT)

7.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted during the preparation of this report and has no further comments to make.

6.2 Comment from the Equalities Officer: 'This report does not specifically highlight any equality implications. However, in discharging their duties, Members are required to comply with the public sector equality duty as set out in Section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15/section/149>.'

6.3 Other Officers (as appropriate): None.

8. **Appendices**

Appendix A – Proposed Membership of the Local Plan PAG

Appendix B – Proposed Membership of the Dover Town Regeneration Advisory Board

Appendix C – Proposed Membership of the Climate Change PAG

Appendix D – Proposed Membership of the Homelessness PAG

Appendix E – Proposed Membership of the Investment Advisory Group

Appendix F – Revised Terms of Reference for the Dover Town Regeneration Advisory Board

9. **Background Papers**

None.

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Appendix A

APPOINTMENT OF LOCAL PLAN PROJECT ADVISORY GROUP

Councillor Nicholas Kenton (Portfolio Holder for Planning and Environment) -
Chairman

Councillor James Back (Chairman of Planning Committee) – Vice-Chairman

Councillor Charlotte Zosseder (Chairman of Overview and Scrutiny Committee)

Group Nominations

Conservative Group: **4 Members** (Existing: Councillors D G Beaney, T A Bond, P D Jull and S C Manion)

Labour Group: **3 Members** (Existing: Councillors E A Biggs, D G Cronk, H M Williams)

Appendix B

APPOINTMENT OF DOVER TOWN REGENERATION ADVISORY BOARD

Councillor T J Bartlett (Leader of the Council) – Chairman

Councillor O C de R Richardson (Portfolio Holder for Community and Corporate Property) – Vice-Chairman

Councillor C A Vinson (Portfolio Holder for Finance, Governance, Digital and Climate Change)

Mayor of Dover

Group Nominations

Conservative Group: **4 Members** (Existing: Councillors M Bates, D G Beaney, N J Collor, D Hannent)

Labour Group: **4 Members** (Existing: Councillors E A Biggs, P M Brivio, K Mills and C D Zosseder)

Appendix C

APPOINTMENT OF CLIMATE CHANGE PROJECT ADVISORY GROUP

Councillor C A Vinson (Portfolio Holder for Finance, Governance, Digital and Climate Change) – Chairman

Group Nominations

Conservative Group: **5 Members** (Existing: Councillors M Bates, N J Collor, D R Friend, N S Kenton and O C de R Richardson)

Labour Group: **3 Members** (Existing: Councillors S H Beer, K Mills, H M Williams)

Appendix D

APPOINTMENT OF HOMELESSNESS PROJECT ADVISORY GROUP

Councillor D P Murphy (Portfolio Holder for Social Housing, Port Health, Skills and Education) – Chairman

Councillor N S Kenton (Portfolio Holder for Planning and Environment) – Vice-Chairman

Group Nominations

Conservative Group: **1 Member** (Existing: Councillor S C Manion)

Labour Group: **2 Members** (Existing: Councillors P M Brivio and H M Williams)

Appendix E

APPOINTMENT OF INVESTMENT ADVISORY GROUP

Councillor C A Vinson (Portfolio Holder for Finance, Governance, Digital and Climate Change) – Chairman

Councillor D Hannent (Chairman of Governance Committee) – Vice-Chairman

Group Nominations

Conservative Group: **1 Member** (Existing: Councillor O C de R Richardson)

Labour Group: **2 Members** (Existing: Councillors S H Beer and C D Zossedler)

DOVER TOWN REGENERATION ADVISORY BOARD REVISED TERMS OF REFERENCE

Membership:

Leader of the Council (Chairman)
Portfolio Holder for Community and Corporate Property (Vice-Chairman)
Portfolio Holder for Finance, Governance, Digital and Climate Change

Councillor M Bates
Councillor D G Beaney
Councillor E A Biggs
Councillor P M Brivio
Councillor N J Collor
Councillor D Hannent
Councillor K Mills
Councillor C D Zosseder
and
Mayor of Dover

Terms of Reference:

Scope

The Advisory Board has been established to examine and advise on the development of high priority and high impact strategic projects that will make a visible and tangible positive difference to Dover and its residents, visitors, businesses, stakeholders and communities.

The Council is taking a structured approach to investment, growth, place-making and the regeneration of the four quarters of Dover Town (Town Quarter, Western Quarter, Waterfront Quarter and Eastern Quarter – as identified in the Vision for Dover Town Centre 2021), with the aim of turning assets into opportunities, recognising no-use empty and Dover need, as well as responding to the challenges of jobs and skills, productivity, climate change, active travel, our changing high streets and the impacts of the Covid-19 pandemic.

Action will be focused on a series of key strategic sites spread across the core area of the town, bringing them together under a single Place Plan and Cultural Framework (including a supportive Parking Strategy) which emphasises the Council's objective to level-up and make Dover and the District 'a great place to live, work, visit, learn and invest.' This coherent, strategic, phased development plan is vital to provide Dover with maximum connectivity within and to all parts of the town, whilst also extending opportunities to restore local pride, boost productivity, enhance employment and skills, and grow tourism and the visitor economy, as well as encouraging a legacy of green, sustainable connections and growth.

The Advisory Board will receive regular briefings as appropriate and provide guidance on matters such as:

- Key sites identified for inclusion in the Plan;
- Progress on engagement with developers, owners, funding bodies and other agencies, as appropriate, to encourage early intervention and delivery in the investment, regeneration, growth, place-making and promotion of Dover Town;
- Progress on key corporate projects such as the Dover Place Plan, Dover Cultural Framework, Parking Strategy, Market Square Refurbishment, Stembrook and Bench Street opportunities, Future High Streets Fund, Fastrack and Maison Dieu which support the holistic regeneration of the town centre;
- Review business cases for potential projects, using robust appraisal methods to determine where the funds included within the Council's Capital Programme are best allocated to provide the maximum benefit to the community as a whole;
- Ensuring that proposals being brought forward are aligned with the adopted Corporate Plan, Economic Growth Strategy, Tourism & Visitor Economy Strategy, Climate Change Strategy and evolving Local Plan, and in particular that the proposed fabric, form and function of any development, including the location of employment, commercial, retail, restaurant, residential and other uses, are of a calibre and in keeping with expectations for the town centre, waterfront area and Western Heights;
- Development of quality promotional material in both digital and paper form focused on the delivery of projects to support the investment, growth and regeneration of Dover Town.

Confidentiality:

A number of the issues that will be discussed by the Advisory Board will be of a confidential nature and commercially sensitive. Board members will be expected to respect this confidentiality and should not discuss such matters outside the Board until they have been formally placed in the public realm.

Conflicts of Interest:

Members of the Advisory Board will be expected to declare any Disclosable Pecuniary Interest (DPI) or Other Significant Interest (OSI), and the precise nature of that interest, in accordance with the adopted procedures, and must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI or OSI. They must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so.

External participants will be expected to declare a conflict of interest, and the precise nature of that interest, as soon as they become aware of its existence. Whilst the existence of an interest may not necessarily bar them from participating in discussions, they are advised to refer to the relevant protocol of their organisation/governing body.