

# Public Document Pack



Democratic Services  
White Cliffs Business Park  
Dover  
Kent CT16 3PJ

Telephone: (01304) 821199  
Website: [www.dover.gov.uk](http://www.dover.gov.uk)

Contact: Kate Batty-Smith  
Direct line: (01304) 872303  
e-mail: [katebatty-smith@dover.gov.uk](mailto:katebatty-smith@dover.gov.uk)  
Our ref: KBS/CABRCD  
Your ref:  
Date: 8 March 2023

**TO: ALL MEMBERS OF THE COUNCIL**

Dear Councillor

## **CABINET: RECORD OF DECISIONS**

Please find attached the Record of Decisions of the Cabinet meeting held on Monday, 6 March 2023. 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, 14 March 2023**.

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, the Controlling Group Spokesperson of the Overview and Scrutiny Committee 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 "Kate Batty-Smith". Below the signature is a short horizontal line.

**Kate Batty-Smith**  
Democratic Services Officer

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Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 6 March 2023 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 E A Biggs  
Councillor P M Brivio  
Councillor K Mills  
Councillor H M Williams

Officers: Strategic Director (Corporate and Regulatory)  
Strategic Director (Finance and Housing)  
Strategic Director (Place and Environment)  
Head of Finance and Investment  
Head of Property Assets  
Planning Policy and Projects Manager  
Principal Heritage Officer  
Principal Planned Works Officer  
Senior Natural Environment 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 95 6.3.23 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 14 March 2023	<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 96 6.3.23 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b>	<u>DECLARATIONS OF INTEREST</u>  There were no declarations of interest.	None.	To note any declarations of interest.	

14 March 2023				
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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 97 6.3.23 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 14 March 2023	<u>RECORDS OF DECISIONS</u>  It was agreed that the decisions of the meetings held on 6 February and 27 February 2023, as detailed in decision numbers CAB 80 to CAB 90 and CAB 91 to CAB 94 respectively, be approved as correct records and signed by the Chairman.	None.	Cabinet is required to approve the Records of Decisions of the Cabinet meetings held on 6 and 27 February 2023.	

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 98 6.3.23 Open  <b>Key Decisions</b> Yes  <b>Call-in to apply</b> Yes  <b>Implementation Date</b>	<u>FEES AND CHARGES 2023/24</u>  It was agreed that the Overview and Scrutiny Committee's endorsement of Cabinet decision CAB 84, made at its meeting held on 20 February 2023 (Minute No 83), be acknowledged.	None.	At its meeting held on 20 February 2023, the Overview and Scrutiny Committee endorsed Cabinet decision CAB 84 of 6 February 2023.	

14 March 2023				
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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)
<p>CAB 99 6.3.23 Open</p> <p><b>Key Decisions</b> Yes</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 14 March 2023</p>	<p><u>ADOPTION OF ST MARGARET'S BAY CONSERVATION AREA CHARACTER APPRAISAL</u></p> <p>It was agreed:</p> <p>(a) That the proposed responses to the representations received and the resulting modifications to the St Margaret's Bay Conservation Area Character Appraisal, as set out at Appendix 1 to the report, be approved.</p> <p>(b) That the St Margaret's Bay Conservation Area Character Appraisal, as set out at Appendix 2 to the report, be adopted as a material consideration for planning purposes.</p> <p>(c) That the Head of Planning and Development be authorised, in consultation with the Portfolio Holder for Planning and Environment, to make any necessary editorial changes to the Appraisal prior to publication in order to assist with clarity, consistency, explanation and presentation.</p>	<p>None.</p>	<p>Under the Planning (Listed Buildings and Conservation Areas) Act 1990, local authorities are required to review their conservation areas and to publish proposals for their preservation and enhancement.</p> <p>The Dover District Heritage Strategy recommends that a programme is developed to address the District's deficit of character appraisals.</p> <p>The draft conservation area character appraisal for St Margaret's Bay will be subject to a 6-week period of formal public</p>	

			consultation.	
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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)
<p>CAB 100 6.3.23 Open</p> <p><b>Key Decisions</b> Yes</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 14 March 2023</p>	<p><u>DRAFT GREEN INFRASTRUCTURE STRATEGY</u></p> <p>It was agreed:</p> <p>(a) That the draft Green Infrastructure Strategy, as set out at Appendix 1 of the report, be published for public consultation for a period of 6 weeks.</p> <p>(b) That the Head of Planning and Development be authorised, in consultation with the Portfolio Holder for Planning and Environment, to make minor amendments to the draft Green Infrastructure Strategy prior to consultation.</p>	<p>None.</p>	<p>The Council's emerging Local Plan sets out policies and requirements in relation to green infrastructure, the protection and enhancement of ecological assets and high-quality design. To support these policies and assist the Council in meeting the requirements being brought forward through the Environment Act 2021, there is a need to produce a Green Infrastructure Strategy for the District.</p>	

Decision Status	Record of Decision	Alternative options considered and	Reasons for Decision	Conflicts of interest (if any) declared by
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		<b>rejected (if any)</b>		<b>decision maker(s) or consultees (if any)</b>
<p>CAB 101 6.3.23 Open</p> <p><b>Key Decisions</b> Yes</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 14 March 2023</p>	<p><u>PROVISION OF INTERIM HOUSING FOR UKRAINIAN AND AFGHAN REFUGEES UTILISING THE GOVERNMENT'S LOCAL AUTHORITY HOUSING FUND</u></p> <p>It was agreed:</p> <p>(a) That a project to acquire and, where necessary, refurbish ten properties for affordable rent, under the terms of the Local Authority Housing Fund programme, be approved.</p> <p>(b) That the Head of Finance and Investment be authorised, in consultation with the Portfolio Holder for Social Housing, Port Health, Skills and Education, to take the necessary decisions and actions to progress the project and purchase the properties including (but not limited to) accepting grant funding from the Local Authority Housing Fund, agreeing the purchase price, approving the sale purchase agreements, appointing any necessary professional advisers and agreeing works to bring the properties up to lettable standards.</p>	None.	Following the launch of the Government's Local Authority Housing Fund in December 2022, Dover has provisionally been identified as eligible for capital grant funding of £1.1 million for the purchase of ten properties, to be used as affordable housing for refugees in the first instance.	

<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 102 6.3.23 Open</p> <p><b>Key Decisions</b> No</p>	<p><u>STRATEGIC PERFORMANCE DASHBOARD - THIRD QUARTER 2022/23</u></p> <p>It was agreed that the Council's Strategic Performance Dashboard for the Third Quarter 2022/23 be noted.</p>	None.	Replacing the quarterly Performance Report, the Strategic Performance Dashboard	



<p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 14 March 2023</p>			<p>provides an overview of how the Council and East Kent Services are performing against a number of key performance indicators as a means of measuring whether the Council is achieving its aims and objectives.</p> <p>The Strategic Performance Dashboard – Third Quarter 2022/23 covers the period from October to December 2022.</p>	
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<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 103 6.3.23 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p>	<p><u>EXCLUSION OF THE PRESS AND PUBLIC</u></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>	<p>None.</p>		

<b>Implementation Date</b> Immediate				
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<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 104 6.3.23 Exempt  <b>Key Decisions</b> Yes  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 14 March 2023	<u>AWARD OF CONTRACT FOR ASBESTOS SURVEYING, SAMPLING AND REMOVAL WORKS 2023/24</u>  It was agreed that a one-year contract (plus a possible one-year extension subject to performance) be awarded to PA Group (UK) Ltd, for the consideration set out in the report, to provide the required surveying, testing and, where required, removal of asbestos-containing materials within the Council's housing stock, in conjunction with planned maintenance and responsive repair works.	None.	The Council has a statutory duty to carry out asbestos surveying, sampling and testing on its housing stock. It is necessary for the existing contract to be renewed due to the contract value having been reached.	

The meeting ended at 11.17 am.