

# 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: 5 July 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, 3 July 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, 11 July 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

Enc

[This page intentionally left blank]

Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 3 July 2023 at 6.00 pm.

Present:

Chairman: Councillor K Mills

Councillors: J L Pout  
S H Beer  
P M Brivio  
C D Zosseder

Also Present: Councillor D R Friend  
Councillor N S Kenton  
Councillor O C de R Richardson  
Councillor C A Vinson

Officers: Strategic Director (Corporate and Regulatory)  
Strategic Director (Finance and Housing)  
Head of Place, Growth, Investment and Creative Services  
Head of Property Assets  
Major Projects and Programme Manager  
Procurement Manager  
Principal Design Services Officer  
Principal Planned Works 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 11 3.7.23 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 11 July 2023	<u>APOLOGIES</u>  It was noted that an apology for absence had been received from Councillor E A Biggs.	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 12 3.7.23 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.	

11 July 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 13 3.7.23 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 11 July 2023	<u>RECORD OF DECISIONS</u>  It was agreed that the decisions of the meeting held on 5 June 2023, as detailed in decision numbers CAB 1 to CAB 10, be approved as a correct record and signed by the Chairman.	None.	Cabinet is required to approve the Record of Decisions of the Cabinet meeting held on 5 June 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 14 3.7.23 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> (a) Yes (b) No  <b>Implementation</b>	<u>UPDATE TO CORPORATE COMPLAINTS POLICY</u>  (a) It was agreed that the amended Complaints Policy in respect of Executive functions be adopted.  (b) It was agreed to recommend to Council that the Complaints Policy in respect of Council functions be adopted.	None.	An update to the Council's Corporate Complaints Policy is required in order to reflect changes brought in by The Building Safety Act 2022. The opportunity has also been taken to amend the Policy	

<b>Date</b> (a) 11 July 2023 (b) 20 July 2023			to align it with the Housing Ombudsman's recommended practice guidelines.	
---	--	--	---	--

<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 15 3.7.23 Open  <b>Key Decisions</b> Yes  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> 11 July 2023	<u>ADOPTION OF PROCUREMENT STRATEGY 2023-2026</u>  It was agreed that the Procurement Strategy 2023-2026, as set out at Appendix 1 of the report, be approved and adopted.	None.	The Council's Procurement Strategy sets out how the Council will conduct its procurement activity in an ethical, efficient and economic manner, recognising Government procurement legislation and the Council's priorities, aims and objectives.	

<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 16 3.7.23	<u>DOVER BEACON/BENCH STREET PROJECTS</u>	None.	The Dover Beacon project comprises	

<p>Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 11 July 2023</p>	<p>It was agreed:</p> <p>(a) That the Strategic Director (Place and Environment) be authorised, in consultation with the Leader of the Council, to take all decisions and actions necessary to progress the project to the point where the construction contract(s) tender sums have been evaluated, subject to all actions being in accordance with the memorandums of understanding with the Department of Levelling Up, Housing and Communities and the agreed budget and, where appropriate, subject to the oversight of the Dover Beacon and Dover Town Regeneration Project Advisory Group.</p> <p>(b) That the combining of the Levelling Up Fund Round 2-funded project with the Future High Streets Fund project be approved in all respects, except for the monitoring and evaluation requirements of the funders.</p>		<p>two elements, including the provision of a creative centre and underpass improvements (funded by a Future High Streets Fund grant), and the provision of a further education campus building, business centre and outside public space (funded by a Levelling Up Fund grant).</p> <p>Cabinet approval is sought to progress the project to the construction contract(s) stage.</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 17 3.7.23 Open</p> <p><b>Key Decisions</b> No</p>	<p><u>STRATEGIC PERFORMANCE DASHBOARD - FOURTH QUARTER 2022/23</u></p> <p>It was agreed that the Council's Strategic Performance Dashboard for Quarter Four 2022/23 be noted.</p>	<p>None.</p>	<p>The Strategic Performance Dashboard provides an overview of how the Council and East Kent Services</p>	

<p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b> 11 July 2023</p>			<p>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 – Fourth Quarter 2022/23 covers the period from January to March 2023.</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 18 3.7.23 Open</p> <p><b>Key Decisions</b> No</p> <p><b>Call-in to apply</b> Yes</p> <p><b>Implementation Date</b></p>	<p><u>LOCAL PLAN PROJECT ADVISORY GROUP - CONSERVATIVE GROUP NOMINATION</u></p> <p>It was agreed that Councillor Martin Bates be appointed to the Local Plan Project Advisory Group for the Council Year 2023/24.</p>	<p>None.</p>	<p>Cabinet is required to appoint an additional member to the Local Plan Project Advisory Group who has been nominated by the Conservative Group.</p>	



11 July 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 19 3.7.23 Open  <b>Key Decisions</b> No  <b>Call-in to apply</b> Yes  <b>Implementation Date</b> Immediate	<u>EXCLUSION OF THE PRESS AND PUBLIC</u>  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.	None.		

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 20 3.7.23 Exempt  <b>Key Decisions</b> Yes  <b>Call-in to apply</b> Yes  <b>Implementation Date</b>	<u>RESPONSIVE REPAIRS, VOIDS AND ASSOCIATED SERVICES CONTRACT 2011-2025</u>  It was agreed: <ul style="list-style-type: none"> <li>(a) That the variation to the responsive repairs, voids and associated services contract, removing the Consumer Price Index (CPI) cap of 2.5% from April 2023 for actual CPI percentage, be approved.</li> <li>(b) That the recommendations regarding tendering a new responsive repairs, voids and associated services contract ready for March 2025 be approved.</li> </ul>	None.	The Council has a housing stock of 4,385 units of accommodation which require repairs and other works to be carried out.  Cabinet is requested to agree a variation to the	

11 July 2023			current responsive repairs contract, and to note proposals for the new contract which must be in place by March 2025.	
--------------	--	--	---	--

The meeting ended at 6.27 pm.