

Public Document Pack



Democratic Services
White Cliffs Business Park
Dover
Kent CT16 3PJ

Telephone: (01304) 821199
Website: www.dover.gov.uk

Contact: Kate Batty-Smith
Direct line: (01304) 872303
e-mail: katebatty-smith@dover.gov.uk
Our ref: KBS/CABRCD
Your ref:
Date: 6 December 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, 4 December 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, 12 December 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, 4 December 2023 at 6.00 pm.

Present:

Chairman: Councillor K Mills

Councillors: J L Pout
S H Beer
E A Biggs
C D Zosseder

Also Present: Councillor T J Bartlett
Councillor M Bates
Councillor D R Friend
Councillor N S Kenton
Councillor M J Nee
Councillor O C de R Richardson
Councillor C A Vinson

Officers: Chief Executive
Strategic Director (Corporate and Regulatory)
Strategic Director (Finance and Housing)
Strategic Director (Place and Environment)
Head of Parks, Open Spaces and Countryside Management
Head of Property Assets
Revenues and Benefits Manager, Civica
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 50 4.12.23 Open Key Decisions No Call-in to apply Yes Implementation Date 12 December 2023	<u>APOLOGIES</u> It was noted that an apology for absence had been received from Councillor P M Brivio.	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 51 4.12.23 Open Key Decisions No Call-in to apply Yes Implementation	<u>DECLARATIONS OF INTEREST</u> There were no declarations of interest.	None.	To note any declarations of interest.	

Date 12 December 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 52 4.12.23 Open Key Decisions No Call-in to apply Yes Implementation Date 12 December 2023	<u>RECORD OF DECISIONS</u> It was agreed that the decisions of the meeting held on 6 November 2023, as detailed in decision numbers CAB 39 to CAB 49, 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 6 November 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 53 4.12.23 Open Key Decisions Yes Call-in to apply Yes	<u>DOVER TOWN CENTRE REGENERATION - CAMDEN CRESCENT, DOVER</u> It was agreed that the Overview and Scrutiny Committee's recommendation, made at its meeting held on 13 November 2023 (Minute No 64), be approved as follows: That the list of project risks to be included within the detailed risk assessment include risks related to other organisations and	To reject the recommendation.	At its meeting held on 13 November 2023, the Overview and Scrutiny Committee considered Cabinet decision CAB 49 of 6 November 2023 and made an	

Implementation Date 12 December 2023	partners.		additional recommendation (Minute No 64).	
--	-----------	--	---	--

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 54 4.12.23 Open Key Decisions Yes Call-in to apply Yes Implementation Date 12 December 2023	<u>EXCLUSIVE RIGHT OF BURIAL</u> It was agreed that the period for which Exclusive Right of Burial is granted at Council-owned cemeteries be reduced from 100 to 50 years.	None.	Cemetery space in the district is limited, particularly in the Dover urban area. To free up valuable space, and to align more closely with other authorities, it is proposed that the period offered for exclusive right of burial in Council-owned cemeteries should be reduced from 100 to 50 years.	

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 55 4.12.23 Open	<u>NON-DOMESTIC RATES (BUSINESS RATES) DISCRETIONARY RELIEF POLICY</u>	None.	Businesses are currently able to apply for	

<p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 12 December 2023</p>	<p>It was agreed:</p> <p>(a) That a revised business rates discretionary relief policy in two volumes be approved.</p> <p>(b) That the automatic award of relief to certain business types be approved.</p> <p>(c) That a revised process for making decisions on relief applications in non-automatic award cases, via a scoring matrix procedure and on a case-by-case basis, be approved.</p>		<p>discretionary relief from business rates in certain circumstances, dictated by policies dating from 2016 and 2018, as well as various reliefs introduced by the government. It is proposed to streamline these policies into two volumes to make the overall policy clearer and decision-making process more transparent to applicants.</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 56 4.12.23 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p>	<p><u>DAMP AND MOULD POLICY</u></p> <p>It was agreed:</p> <p>(a) That the proposed Damp and Mould Policy be approved.</p> <p>(b) That the Head of Property Assets be authorised, in consultation with the Portfolio Holder for Housing, Skills and Education, to undertake any necessary minor amendments to the policy prior to the formal review date.</p>	<p>None.</p>	<p>Under various legislation and recommendations contained within the Housing Ombudsman’s ‘The Spotlight on Damp and Mould’ report, the Council has a responsibility to</p>	

Implementation Date 12 December 2023			ensure that its homes are safe and healthy to live in and of a decent standard. Whilst steps have been taken to implement a robust process for dealing with damp and mould, it is important for the Council to have a dedicated policy that focuses on what action will be taken and who is responsible.	
--	--	--	---	--

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 57 4.12.23 Open Key Decisions No Call-in to apply Yes Implementation	<u>STRATEGIC PERFORMANCE DASHBOARD - SECOND QUARTER 2023/24</u> It was agreed that the Council's Strategic Performance Dashboard for the Second Quarter 2023/24 be noted.	None.	The Strategic Performance Dashboard provides an overview of how the Council and East Kent Services are performing against a number of key performance indicators as a	

Date 12 December 2023			means of measuring whether the Council is achieving its aims and objectives. The Strategic Performance Dashboard – Second Quarter 2023/24 covers the period from July to September 2023.	
------------------------------------	--	--	---	--

The meeting ended at 6.23 pm.