

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: 7 February 2024

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, 5 February 2024. 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, 13 February 2024**.

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 cursive script that reads "Kate Batty-Smith". Below the signature is a 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, 5 February 2024 at 6.00 pm

Present:

Chairman: Councillor K Mills

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

Also Present: Councillor T J Bartlett
Councillor M Bates
Councillor D R Friend
Councillor N S Kenton
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 Finance and Investment
Head of Housing
Head of Property Assets
Senior Accountant (Housing and Projects)
Senior Housing Policy Officer
Strategic Housing Apprentice
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 69 5.2.24 Open Key Decisions No Call-in to apply Yes Implementation Date 13 February 2024	<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 70 5.2.24 Open Key Decisions No Call-in to apply Yes Implementation Date	<u>DECLARATIONS OF INTEREST</u> There were no declarations of interest.	None.	To note any declarations of interest.	

13 February 2024				
------------------	--	--	--	--

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 71 5.2.24 Open Key Decisions No Call-in to apply Yes Implementation Date 13 February 2024	<u>RECORD OF DECISIONS</u> It was agreed that the decisions of the meeting held on 15 January 2024, as detailed in decision numbers CAB 58 to CAB 68, 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 15 January 2024.	

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 72 5.2.24 Open Key Decisions No Call-in to apply Yes Implementation Date	<u>SALE OF GUIDE HUT AT LAND ADJOINING 107 SANDWICH ROAD, WHITFIELD</u> It was agreed that the Overview and Scrutiny Committee's recommendation, made at its meeting held on 22 January 2024 (Minute No 89), be approved as follows: That the Strategic Director (Place and Environment) be authorised to agree detailed terms for the disposal, acting in consultation with the Portfolio Holder for Community and Corporate Property and the two Members for the Whitfield ward.	To reject the recommendation.	At its meeting held on 22 January 2024, the Overview and Scrutiny Committee considered Cabinet decision CAB 68 of 15 January 2024 and recommended an amendment to the decision (Minute No 89).	

13 February 2024				
------------------	--	--	--	--

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 73 5.2.24 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 13 February 2024</p>	<p><u>EKS SERVICE TRANSITION BUSINESS CASE</u></p> <p>It was agreed that a decision on the proposals should be deferred until the Cabinet meeting of 4 March 2024, pending further details on a number of matters that have yet to be addressed or clarified.</p>	<p>To agree the report recommendations and not defer the decision.</p>	<p>Since 2018 customer services, revenues and benefits services have been delivered by Civica UK Limited on behalf of Canterbury City and Thanet and Dover District Councils.</p> <p>Civica requested an early withdrawal from its contract which is due to expire in January 2025 and this has been agreed by the East Kent Strategic Board. The report recommends that a Local Authority Trading Company is established to deliver these services in the future.</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 74 5.2.24 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 13 February 2024</p>	<p><u>SECTION 25 REPORT</u></p> <p>It was agreed that the report be noted and taken into account when considering the Budget 2024/25 and Medium-Term Financial Plan 2024/25-2027/28.</p>	<p>None.</p>	<p>The Council's Section 151 Officer is required under the Local Government Act 2003 (Section 25) to report to Members on the robustness of the estimates used for the purposes of the budget calculations so that Members can take it into account when considering the annual budget and Council Tax precept. In this instance, Members' attention is drawn to two significant factors that could potentially undermine the budget over the next year or two.</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 75 5.2.24 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 13 February 2024</p>	<p><u>COUNCIL BUDGET 2024/25 AND MEDIUM-TERM FINANCIAL PLAN 2024/25-2027/28</u></p> <p>It was agreed:</p> <p>(a) That the draft General Fund Revenue Budget, the Project Programmes, the Housing Revenue Account budget, and the content of the Medium-Term Financial Plan (MTFP), as proposed in Appendix 1 of the report, be approved.</p> <p>(b) That the increase in social, affordable and shared ownership rents be approved.</p> <p>(c) That it be noted that the calculation of the 2024/25 Business Rates impact on the General Fund funding is still being finalised, and that any changes will be reflected in adjustments to the use of the smoothing reserve in the final budget.</p> <p>(d) That it be noted that the remaining annexes, including the Council Tax Resolution and Treasury Management, Investment and Capital Strategies, will be added to the MTFP and other minor adjustments made before being presented to Cabinet and Council in March.</p>	<p>None.</p>	<p>The Medium-Term Financial Plan (MTFP) is the Council's key financial planning tool and underpins the Council's financial planning strategy and corporate planning process. Cabinet approval is required for the 2024/25 budget and MTFP before final approval by Council on 6 March 2024.</p> <p>The Overview and Scrutiny Committee is due to scrutinise the budget at its meeting to be held on 19 February, and any recommendations made will be considered by Cabinet on 26 February.</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 76 5.2.24 Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 13 February 2024</p>	<p><u>SHARED OWNERSHIP POLICY</u></p> <p>It was agreed:</p> <p>(a) That the retraction of the Shared Ownership Marketing, Sales and Management Policy be approved.</p> <p>(b) That the new Shared Ownership Policy be approved.</p> <p>(c) That the Strategic Director (Housing and Finance) be authorised, in consultation with the Portfolio Holder for Housing, Skills and Education, to make future minor amendments to the Policy, as required.</p>	<p>None.</p>	<p>The Council owns and manages 34 shared ownership properties, a number that will increase as a result of the Council's commitment to delivering more affordable homes.</p> <p>There have been several changes to the regulations, government guidance and legislation that require the existing shared ownership policy (approved in March 2022) to be updated.</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 77 5.2.24</p>	<p><u>LEASEHOLD MANAGEMENT POLICY</u></p>	<p>None.</p>	<p>The Council has 463 leasehold</p>	

<p>Open</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 13 February 2024</p>	<p>It was agreed:</p> <p>(a) That the content of the proposed Leasehold Management Policy be noted, and the Policy approved for adoption.</p> <p>(b) That the Strategic Director (Finance and Housing) be authorised, in consultation with the Portfolio Holder for Housing, Skills and Education, to make future amendments to the Policy, as required.</p>		<p>properties but there is currently no established management policy.</p> <p>Cabinet is requested to approve the proposed Leasehold Management Policy to ensure that the Council complies with its responsibilities and obligations as a freeholder, and leaseholders understand the obligations applying to them.</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 78 5.2.24 Open</p> <p>Key Decisions No</p> <p>Call-in to apply 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>		

Implementation Date Immediate				
---	--	--	--	--

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 79 5.2.24 Exempt</p> <p>Key Decisions Yes</p> <p>Call-in to apply Yes</p> <p>Implementation Date 13 February 2024</p>	<p><u>PURCHASE OF NEW AFFORDABLE HOUSING AT THE OLD MALHOUSE SITE, EASOLE STREET, NONINGTON</u></p> <p>It was agreed:</p> <p>(a) That the project to acquire the freehold of six affordable homes, to be developed on land at the Old Malthouse, Easole Street, Nonington, and the subsequent sale of shares in two of the properties designated as Shared Ownership homes, be approved.</p> <p>(b) That the Strategic Director (Finance and Housing) be authorised, in consultation with the Portfolio Holder for Housing, Skills and Education, to take the necessary decisions and actions to progress the project and purchase the properties including, but not limited to, agreeing the purchase price, approving the sale purchase agreements and appointing any necessary professional advisers.</p>	None.	<p>Following an approach by the developer, it is recommended that Cabinet agrees the acquisition of the freehold of six affordable homes which form part of a larger development of 27 new homes in Nonington.</p> <p>Whilst a number of Registered Providers of social housing were approached, there was no interest due to the number of properties involved.</p>	

The meeting ended at 6.49 pm.