



## This is not a Public Meeting

Meeting: **Princes Parade Working Group**  
Date: **13 March 2018**  
Time: **10.00 am**  
Place: **Boulogne Room , Civic Centre, Folkestone**

To: Councillors Alan Ewart-James, David Godfrey,  
Mrs Jennifer Hollingsbee, David Monk and Dick Pascoe

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes**

The minutes of the meeting held on 15 June 2017 were submitted, approved and signed by the Chairman.

4. **Opening Statement by the Chairman**

Welcome to the Princes Parade working group meeting today.

Before we begin, I just wanted to go through some points with you all. I note

that we have present with us today councillors who are members of the working group and other councillors who are observing this meeting. I would like to run through some important points which we must all follow:

1. One of the purposes in having a working group is to enable full and frank discussions to take place on a range of possibilities; It is important to note that this is a working group and this working group does not have decision making powers; the meeting is not open to the public and is confidential. I would ask all members present to respect that confidentiality.

### **Queries about the agenda? Need a different format?**

Contact Sue Lewis – Tel: 01303 853267  
Email: [committee@shepway.gov.uk](mailto:committee@shepway.gov.uk) or download from our website  
[www.shepway.gov.uk](http://www.shepway.gov.uk)

2. Any papers for this meeting will be collected from you all at the end of the meeting.
3. I am also conscious that some members of this Working Group also sit on the Planning and Licensing Committee and I have advised previously at the last meeting of the Working Group on the importance of recognising separate roles, to ensure that members do not fetter their discretion. I am also aware that since then the Leader has stated that no Cabinet members will sit on the Planning and Licencing Committee at the meeting where the Princes Parade planning application is considered. This should prevent such a conflict of interest arising.

5. **Princes Parade update**

A presentation will be given covering the following:

- Princes Parade planning application (Y17/1042/SH) update
- Leisure Centre Business Case – presentation by the Sports Consultancy
- Programme and procurement advice – presentation by Hadron Consulting
- Princes Parade Viability Report overview
- Residential soft market testing update
- Contractor soft market testing
- Next steps and forward programme.

**Folkestone**

Hythe & Romney Marsh  
Shepway District Council



# Minutes

## Princes Parade Working Group

Held at:	Boulogne Room , Civic Centre, Folkestone
Date	Thursday, 15 June 2017
Present	Councillors Alan Ewart-James, David Godfrey, Mrs Jennifer Hollingsbee and David Monk
Apologies for Absence	Councillor Dick Pascoe
Officers Present:	Kate Clark (Trainee Committee Services Officer), Andy Jarrett (Head of Strategic Development Project), Sue Lewis (Committee Services Officer), Susan Priest (Corporate Director - Strategic Development) and Dave Shore (Strategic Development Projects Manager)
Others Present:	Councillors Mrs Mary Lawes and Rory Love as observers

### **Opening Statement by Councillor David Godfrey**

'Welcome to the Princes Parade working group meeting today.

Before we begin, I just wanted to go through some points with you all. I note that we have present with us today councillors who are members of the working group and other councillors who are observing this meeting. I would like to run through some important points which we must all follow:

- 1, In front of you are the agreed council rules for working groups, could you please read them.
2. One of the purposes in having a working group is to enable full and frank discussions to take place on a range of possibilities; It is important to note that this is a working group and this working group does not have decision making powers; the meeting is not open to the public and is confidential. I would ask all members present to respect that confidentiality.
3. Any papers for this meeting will be collected from you all at the end of the meeting.

4. I am also conscious that some members of this Working Group also sit on the Planning and Licensing Committee and I have advised previously at the last meeting of the Working Group on 11<sup>th</sup> January 2017 on the importance of recognising separate roles, to ensure that members do not fetter their discretion. I am also aware that since then the Leader, at the Cabinet meeting on 7<sup>th</sup> February 2017, stated that no Cabinet members will sit on the Planning and Licencing Committee at the meeting where the Princes Parade planning application is considered. This should prevent such a conflict of interest arising.'

1. **Declarations of interest**

None

2. **Minutes**

The minutes of the meeting held on 11 January 2017 were submitted, approved and signed by the Chairman as a true record.

3. **Planning Application update**

Presentation by Mr Dave Shore, Strategic Development Project Manager.

He advised members that a Cabinet meeting held on 7 February 2017 authority was given to develop a planning application for the Princes Parade site.

The aim is to submit a planning application end June/early July 2017. The key components to be Planning Design and Access Statement, Environmental Statement, Parameter Plans and a Recreation Centre detailed design.

Parameter Plans relate to the elements of the scheme for which outline planning permission is sought, ie the residential, commercial and open space elements. The draft Parameter Plans were shown that consist of the following key elements:

- Boundary
- Maximum extent of residential development
- Land use plan including planting, open space, mixed use zone, promenade, residential zone and main street with public parking.
- Access and circulation plan
- Residential components showing maximum storey heights and maximum heights sections.

Following discussion on the development of the planning application the Working Group agreed to endorse the provision, within the parameter plans and the masterplan submitted with the planning application, of a sufficient area of public car parking along the southern boundary of the area of open space at the western end of the site.

#### 4. **Project Development Strategy**

Presentation given by Mr Dave Shore, Strategic Development Project Manager.

He proposed that a detailed Princes Parade Business Plan be prepared consisting of the following:

1. ARC Business case
2. Design Proposals
3. Capital Cost plan
4. Capital Funding Strategy
5. Project Execution Plan
6. Project Delivery Team

Appendix 1 – Risk Register

It was proposed that a number of workstreams be delivered in order to allow the Business Plan to be prepared as set out below:

- Workstream 1 – ARC Business Case. To produce an updated health and fitness market assessment, financial projections of the proposed new facilities and review the existing pool and facilities.
- Workstream 2 – Land disposal advice. An assessment is required of the development and disposal strategy options available to Shepway District Council as owners of the Princes Parade site.
- Workstream 3 – Capital Funding Strategy. To consider how the capital costs of delivering the full scheme will be assembled including the decommissioning of the existing pool.
- Workstream 4 – Procurement of ARC operator. To consider management support and legal representation for the proposed new leisure facilities.
- Workstream 5 – Public Open Space. Planning permission would require the open space to be delivered to a certain standard. Beyond any requirements linked to a future planning approval, this open space has the potential to be developed as a high quality destination play area, in accordance with the emerging Shepway Play Area Review incorporating concessions, toilets, a high quality destination play area and other relevant facilities. A high level of community engagement may be used in order to inform the long term development of this open space.

Members were mindful of the health and wellbeing aspect and how this could be incorporated into the proposed facilities.

The Working Group agreed to recommend to Cabinet the preparation of a full business plan to deliver the Princes Parade Project with the detail being reported to a future Cabinet meeting in Autumn 2017, prior to commencement of construction.

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