



Agenda

Meeting: **Finance and Performance Scrutiny Sub-Committee**
Date: **14 June 2022**
Time: **7.00 pm**
Place: **Council Chamber - Civic Centre, Folkestone**

To: Councillors Gary Fuller, Connor McConville (Chairman), Patricia Rolfe and Rebecca Shoob

The committee will consider the matters, listed below, at the date, time and place shown above. The meeting will be open to the press and public.

Members of the committee, who wish to have information on any matter arising on the agenda, which is not fully covered in these papers, are requested to give notice, prior to the meeting, to the Chairman or appropriate officer.

This meeting will be webcast live to the council's website at <https://folkestone-hythe.public-i.tv/core/portal/home>. Although unlikely, no guarantee can be made that Members of the public in attendance will not appear in the webcast footage. It is therefore recommended that anyone with an objection to being filmed does not enter the council chamber.

Please note there are 37 seats available for members of the public, which will be reserved for those speaking or participating at the meeting. The remaining available seats will be given on a first come, first served basis.

Although social distancing measures have now ended, all attendees at meetings are kindly asked to wear face coverings, unless they are addressing the meeting.

1. **Apologies for absence**

Queries about the agenda? Need a different format?

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Email: committee@folkestone-hythe.gov.uk or download from our
website
www.folkestone-hythe.gov.uk

2. **Declarations of interest (Pages 3 - 4)**

3. **Annual Performance Report 2021/22 and Draft KPIs 2022/23**

This report sets out how the Council has delivered for local people in the district in 2021-22 in relation to the priorities documented within its Corporate Plan 'Creating Tomorrow Together' (2021-30) and presents amendments to Key Performance Indicators (KPIs) that will be used to monitor progress during the 2022-23 year.

4. **General Fund Capital Programme Outturn 2021/22**

This report summarises the 2021/22 final outturn position (subject to audit) for the General Fund capital programme compared to the latest approved budget. The report also summarises the outturn position for the approved prudential indicators for capital expenditure in 2021/22.

5. **Housing Revenue Account Revenue and Capital Financial Outturn 2021/22**

This report summarises the 2021/22 provisional outturn position (subject to audit) for the HRA revenue expenditure and HRA capital programme compared to both the latest approved budget and quarter 4 projections.

6. **General Fund Revenue 2021/22 Provisional Outturn**

This report summarises the 2021/22 final outturn position (subject to audit) for the General Fund revenue expenditure compared to both the latest approved budget and quarter 4 projections.

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

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This Report will be made public on 6 June 2022

Report Number **OS/22/01**

To: Finance & Performance Sub Committee
Date: 14 June 2022
Status: Non Key Decision
Assistant Director: Charlotte Spendley – Director for Corporate Services
Cabinet Member: Councillor David Monk – Leader of the Council

SUBJECT: Annual Performance Report 2021/22 and Draft KPIs 2022/23

SUMMARY: This report sets out how the Council has delivered for local people in the district in 2021-22 in relation to the priorities documented within its Corporate Plan 'Creating Tomorrow Together' (2021-30) and presents amendments to Key Performance Indicators (KPIs) that will be used to monitor progress during the 2022-23 year.

RECOMMENDATIONS:

1. To receive and note report OS/22/01.
2. To note the 2021/22 Annual Performance Report set out in appendix 1.
3. To note the end of year performance data for the 2021/22 year set out in appendix 2.
4. To note the proposed amendments to KPIs for monitoring during the 2022-23 year set out in appendix 3.
5. To note the introduction of an amber target status within performance reporting for 2022-23 year on results that fall within a threshold of 5% of their agreed target.

1. Introduction

1.1 The Council's Corporate Plan 'Creating Tomorrow Together (2021-30) is built on 4 key service ambitions and 6 guiding principles. Each service ambition has a number of priority areas identified within it, these priorities will be the focus of Council activity over the coming three years to 2024. The service ambitions are:

- Positive Community Leadership
- A Thriving Environment
- A Vibrant Economy
- Quality Homes and Infrastructure

1.2 The 6 guiding principles, which the Corporate Plan states will be at the heart of everything we do and will run through all our activities, are:

- Sustainable Recovery;
- Locally Distinctive;
- Greener Folkestone & Hythe;
- Transparent, Stable, Accountable & Accessible;
- Working Effectively with Partners; and
- Continuous Improvement.

1.3 For each service ambition, three year priorities have been identified. To support the Council in delivering against these priorities, the Council has produced a detailed action plan covering a three year period to 2024. Supporting KPIs were also adopted during the year. Quarterly performance reports based on approved KPIs have been reported to Finance & Performance Scrutiny Subcommittee and Cabinet throughout this year to enable members of the Council and the public to scrutinise performance against strategic deliverables and key indicators in accordance with the approved Corporate Action Plan.

2. Annual Performance Report 2021-22

2.1 The Council has continued to pursue an ambitious corporate agenda in 2021-22 as the district recovers from the pandemic and the annual report, set out in Appendix 1, is a testament to the hard work and resilience of teams across the organisation in contributing towards the priorities set out in the Corporate Plan.

2.2 Some of the highlights from the year include:

- The adoption of the Core Strategy Review (CSR) by members of Cabinet and full Council in March 2022 that will guide future development within the district over the next 15 years to 2037. This follows an extensive process of consultation over several years and a public examination hosted by independent Planning Inspectors. With the previous adoption of the Places and Polices Local Plan in September 2020, the council has now adopted two major district wide

development plans within a short 18 month period, a record which no other local authority England has achieved so far.

- The Housing Landlord Service seeing its 'breach consumer standard notice' lifted during the year by government's Regulator of Social Housing. This was as result of the hard work being undertaken by the Housing team to make the necessary major improvements following the landlord service being brought back into council from East Kent Housing in October 2020.
- In response to the Council's declaration of a climate change emergency back in 2019, proposals for a district wide Carbon Action Plan were approved during the year by Cabinet members that will empower local communities, business, residents and key partner organisations to achieve net zero by 2030. Work is also being undertaken as part of the plan for the council to establish and run a 'Carbon Innovation Lab' that will work with key stakeholder groups to focus on ways of reducing carbon.
- The adoption of the Folkestone Place Plan, an ambitious plan to create sustainable and vibrant future for Folkestone Town Centre, with work now being undertaken on identifying projects that will support an application for funding from the government's Levelling Up Fund.
- The opening of two new business centres within the district (Romney Marsh Business Hub, New Romney and Bouverie House Business centre, Folkestone) providing flexible working space to support local businesses to grow.
- The planning approval of 30 new low energy homes at the former Highview School site at Moat Farm Road, Folkestone that have been designed by the council's in house team with support of consultants and will feature low energy design principles, including high levels of insulation, solar panels and air source heat pumps.
- The rollout of the first new EV charging points across the district. A total of 18 points are now operational in 5 district owned car parks at the end of the year offering residents and visitors a mixture fast and rapid charging speeds (dependent on location) for their electric vehicles. The further rollout of these new charging points will continue into the 2022-23 year.
- Securing Green Flag Status for Kingsnorth Gardens in Folkestone making it the fourth green space within the district to receive the prestigious award alongside the Royal Military Canal, Lower Leas Coastal Park and Radnor Park. The award is given to green spaces which boast the highest possible environmental standards, are beautifully maintained and have excellent visitor facilities.
- Successfully retaining the Customer Service Excellence accreditation for the eighth year in a row and building on the previous recognition for customer service by being awarded a further two compliance plusses, bringing the overall total to seventeen, the highest the Council has ever achieved since participating in accreditation and reflects the commitment to going above and beyond to support customers.
- Ranking fourth in the Best Companies 'Not-For-Profit Body's' to work for and 57th in the best companies to work for list in the South East Region in 2021.

- Achieving Gold in the Armed Forces Covenant Employer Recognition Scheme (ERS) in recognition of the council's work in employing and supporting persons within the armed forces community.

2.3 These achievements have been attained despite the wider ongoing challenges of recovering from the coronavirus pandemic. Given this, it is inevitable that some areas of performance measured by KPIs have fallen short during the year due to associated impacts of the pandemic on our operations and those of external delivery partners, most notably in bringing forward new affordable housing due to labour and supply chain issues. Other reasons include: current legislation guiding homelessness approaches; temporary staff resourcing issues within some teams; and seasonal factors affecting activities, including recycling collections.

2.4 Where performance has not been achieved, explanations have been sought from the relevant Service Leads and noted in Appendix 2.

3. KPIs in 2022/23

3.1 The draft Corporate Action Plan and supporting Key Performance Indicators (KPIs) were presented to Overview & Scrutiny Committee in September 2021 before being approved at Cabinet in October 2021 (report ref: C/21/40) and this has shaped the quarterly performance reporting to members throughout the 2021-22 year.

3.2 The development of the Corporate Action Plan provided the opportunity to refresh the approach to KPIs and identify a number of KPIs relevant to the high level actions documented. The 2021-22 list has been reviewed, and the majority of indicators will remain the same for 2022-23, albeit with some minor alterations. This will, however, ensure the provision of a comparative baseline where possible of the previous financial year within future performance reporting to members.

3.3 A total of 51 KPIs are proposed for monitoring in the 2022-23 year and these indicators are set out in Appendix 4 and, for completeness and transparency, the proposed changes made against 2021-22 are set out in Appendix 3. In summary, the following KPIs are proposed to be removed:

A Vibrant Economy:

KPI Description	Reason for Removal
Total amount of business space created at Mountfield Road	<i>New business space equating to 751sqm has now been successfully delivered.</i>

A Thriving Environment:

KPI Description	Reason for Removal
Fixed Penalty Notices issued	<i>This KPI will be replaced by two KPIs set out in section 3.4 (below):</i>

	<ul style="list-style-type: none"> • Fixed Penalty Notices issued for Low level Enviro-crime (littering, dog control) • Fixed Penalty Notices issued for High level Enviro-crime (large Fly-tipping)
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Quality Homes & Infrastructure:

KPI Description	Reason for Removal
Number of new units delivered under the Next Steps Accommodation Programme	<p><i>This KPI relates to a project that was due to run for one year only and complete during 2021/22. It was intended to secure 6 units of accommodation and support for 6 people with a long-term history of rough sleeping.</i></p> <p><i>Due to market conditions and the availability of suitable accommodation, it was only possible to secure 4 units of accommodation. Work will continue in 2022/23 to secure 2 further units of accommodation, but this is reliant on suitable accommodation being available for purchase in the district.</i></p>

3.4 The following are KPIs proposed for introduction:

A Thriving Environment:

KPI Description	Reason for introduction
Number of Community Protection Warnings (CPWs) issued	<p><i>The Environmental Protection Officers are trained to educate and inform members of the public to prevent irresponsible behaviour from escalating in the first instance and the use of Community Protection Warnings (CPWs) as an available tool in the first stage of the enforcement process have been responded to well.</i></p> <p><i>Details on the number of CPWs issued are proposed to be included for monitoring in 2022/23 to show what is being issued alongside formal enforcement notices.</i></p>
Fixed Penalty Notices issued for Low level Enviro-crime (littering, dog control)	<p><i>These two KPIs are proposed to replace the 'Fixed Penalty Notices issued' KPI to provide a clearer breakdown on the numbers of fixed penalty notices (FPNs) being issued for high level environmental offences charged at the £300 rate as opposed to low level environmental offences at £100 only.</i></p>
Fixed Penalty Notices issued for High level Enviro-crime (large Fly-tipping)	

	<p><i>This highlights the additional efforts being undertaken to catch high level offenders such as large scale fly-tippers or those who dispose of waste cheaply and do not consider the damage their waste could do to the environment.</i></p>
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3.5 Quarterly performance reports currently feature a ‘target status’ column to give an indication of whether a KPI is on target or not during the year and this has been reflected by either green tick or a red cross. End of year performance data for 2021-22 year has shown that some KPIs have outturned as close as 1% outside their defined target and have therefore been marked with a red cross. For the reporting moving forwards into the 2022-23 year, it therefore proposed that an amber status be introduced to represent results that come within a 5% threshold of their defined target with a supporting explanation provided by the appropriate officer. This will provide members with an additional guide when reviewing performance data presented.

4. Implications:

4.1 Please give consideration to the following and provide information here (if relevant):

- **Legal (EC)** - There are no legal implications or risks arising directly out of this report. The Key Performance Indicators (as amended) must continue to take account of both existing and new statutory duties and responsibilities that are imposed on the Council by the Government. Failure to do so will put the Council at risk of legal challenge by affected residents and/or businesses. Whilst reporting on performance is not a statutory requirement, it is considered best practice to review the Council's progress against the Corporate Plan and Service Plans on a regular basis.
- **Finance (LW)** – There are no direct financial implications arising from this report. There is a presumption that targets will be delivered within existing resources of relevant departments and that officers will regularly review the level and prioritisation of resources required to achieve the targets agreed by Cabinet at the start of the year. Adverse performance for some indicators may have financial implications for the Council. In the event that targets cannot be achieved within the agreed envelope of resources officers are expected to raise the issue through the appropriate channels as the needs arise.
- **Human Resources (RB)** – There are no direct Human Resource implications emanating from this report. The council has a People Strategy in place to support the delivery of the corporate plan and achievement of associated KPIs.
- **Equalities (GE)** Equality Impact Assessments (EIAs) are carried out on any services, projects or other schemes that have the potential to impact on communities and / or staff on the grounds of particular protected

characteristics or socio-economic disadvantage. Over the course of the year, performance against some indicators might potentially have equality and social inclusion implications, if performance is not at an acceptable level. These will be highlighted as necessary in the corporate performance reporting.

- **Communications (DK)** – The annual performance report should be widely communicated internally and externally.
- **Climate Change (MK)** - There are no direct carbon implications emanating from this report. The council has a District Wide Carbon Plan in place to support the delivery of the corporate plan and achievement of associated KPIs. Adverse performance for some indicators may have carbon implications for the Council. In the event that targets cannot be achieved within the agreed envelope of resources officers are expected to raise the issue through the appropriate channels as the needs arise.

5. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

Councillors with any questions arising out of this report should contact the following officer prior to the meeting

Gavin Edwards

Performance & Improvement Specialist

Tel: 01303 85 3436

gavin.edwards@folkestone-hythe.gov.uk

Appendices

Appendix 1: Annual Performance Report 2021-22

Appendix 2: 2021-22 End of Year KPI Data

Appendix 3: 2021-22 vs 2022-23 KPIs changes

Appendix 4: 2022-23 KPIs (Clean List)

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Folkestone & Hythe District Council Annual Performance Report

A snapshot of our year: 2021/22



Leader's Statement

Looking back on the year gives me great pleasure as I reflect on what has been achieved by this council for its residents.

The end of the year enabled us to celebrate one of our greatest achievements when the revised Core Strategy was adopted by council. This looks ahead 15 years and helps us identify a five year land supply to meet housing needs and, most importantly, allocates the land required for the Otterpool Park Garden Town.

It took our officers nearly five years of work and an enormous amount of consultation, as well as 11 days of public examination, to get it approved and the planning inspectors' final report was extremely positive, especially about Otterpool Park.

Work has continued during the year in identifying how brownfield sites can be given new life rather than continuing as unloved eyesores. When no housing developer stepped forward we purchased the former gasworks site in Ship Street, Folkestone. In addition we have been awarded central government funding to make good the land at Biggins Wood in the town.

We have continued to improve our district's housing stock which returned to our management in 2020 and three of our tenants have been working with us on a new development at Highview in Moat Farm Road, Folkestone. They have provided insight on accessibility and assisted the exploration of zero-carbon-in-use initiatives which has been invaluable to our in-house design team.

The Highview project is just one of the ways we have been working as a council to tackle climate

change. At the end of the year the council agreed a district-wide carbon plan and we look forward to hearing ideas about carbon reduction at our new Carbon Innovation Lab. We began rolling out the installation of 94 electric vehicle charging points in our car parks and joined other local authorities in promoting a solar energy purchase scheme providing discounts for our district's residents.

I was delighted to attend the opening of the New Romney Business Centre which has such an exciting future. Along with the five hectares of land in Mountfield Road designated for business use, where we have installed access roads and utilities, we are well on the way to creating a critical mass for business on the Marsh.

We have continued to support our local businesses as they recover from the pandemic and council teams have worked hard to identify new opportunities as well as administer central government grants. It has been top of our agenda to make sure that our high streets are helped to thrive again and we have been listening to views on potential projects for bringing about improvements in Folkestone resulting in the Place Plan for the town.



A handwritten signature in black ink, which appears to read 'D. Monk'. The signature is written in a cursive style with a long horizontal line extending to the left and a sharp upward stroke at the end.

Cllr David Monk - Leader of the Council

Your Cabinet Members



Cllr David Monk
Leader of the Council



Cllr Jennifer Hollingsbee
Deputy Leader of the
Council and Cabinet
Member for Communities



Cllr John Collier
Cabinet Member for
Property Management &
Grounds Maintenance



Cllr David Godfrey
Cabinet Member
for Housing and Special
Projects



Cllr Stuart Peall
Cabinet Member for
Enforcement, Regulatory
Services, Waste &
Building Control



Cllr Lesley Whybrow
Cabinet Member for the
Environment



Cllr Tim Prater
Cabinet Member for
Revenues, Benefits,
Anti-Fraud and Corruption



Cllr David Wimble
Cabinet Member for the
District Economy



Cllr Ray Field
Cabinet Member for
Transport and
Digital Transformation

Your District - An Overview

Our district is situated on Kent's south east coast and covers an area of 140 square miles. It is a place of variety and contrast with a landscape characterised by rolling chalk downland, wooded valleys, wild marshes, and a 26-mile coastline. The district has a population of approximately 113,000 of which 57.5% (32,800) of female residents and 59.1% (33,000) of males are of working age.

Our principal town, Folkestone, is home to just under half the district's population. It is also the area's commercial hub, particularly for creative and digital media - one of the UK's fastest-growing sectors. The Creative Quarter in Folkestone's Old Town is home to a thriving collection of artists' studios and creative businesses and offers artists, retailers and business people the chance to become part of this lively and ever-growing community.

As well as its strong creative focus, the district attracts a variety of innovative small and medium size businesses (SMEs) and is home to strong brand names including Saga, Eurotunnel, Holiday Extras, the Aspinall Foundation and Church & Dwight.

The historic town of Hythe is the district's second centre of population and one of two ancient Cinque Ports in the district. Its central feature is the Royal Military Canal, built for defence against invasion in the Napoleonic wars with France. To the west are the wide open spaces of Romney Marsh, home to New Romney, our second Cinque Port; Lydd, a member of the Confederation of Cinque Ports as a 'limb' of New Romney, and a number of smaller coastal communities. Contrasting with the wild expanse of marshes are the North Downs, a ridge of chalk hills that stretch from Dover to Farnham. The Downs are home to pretty villages, including Elham, Lyminge and Postling, hidden valleys and thriving vineyards.

Although the district is rural and coastal in character, it is very well connected. The M20 offers easy access to London and other major motorway networks, London is under an hour away via High Speed 1 (HS1) from Folkestone and we have unrivalled access to mainland Europe via the Channel Tunnel.

We think our district is a great place to live, work and visit. It's where the past has made its mark and where a bright new future is unfolding. As the local authority for the district, we have a key role to play in shaping that future.



The Old High Street, Folkestone



Royal Military Canal, Hythe



Dungeness, Romney Marsh

Your Council - An Overview

There is a three tier local Council system in Kent made up of the county council, 12 district and borough councils, parish and neighbourhood councils, alongside Medway Council operating as a unitary. There are 13 wards in the district currently represented by 30 elected councillors.

Folkestone & Hythe District Council is responsible for the delivery of many different public services. Some of our key priorities include planning for a successful local economy with a diverse range of employment opportunities, delivering excellent value and high performance in service delivery, and working together to support the life of our communities. Services provided include managing development through making decisions on planning applications, household waste collection and recycling, street cleaning, car parks and on-street parking, environmental health, housing and homelessness, managing local parks and open spaces and supporting local culture and leisure activities and facilities.

The Council has won the following awards in 2021/22:



Ranked fourth in the Best Companies 'Not-For-Profit Body's' to work for and 57th in the best companies to work for list in the South East Region in 2021.



Retention of the Customer Service Excellence Award for the eighth year in a row. A further 2 compliance plusses were awarded in 2021 bringing the overall number awarded to 17 demonstrating the highest standards of customer service.



Gold Award winner in the Employer Recognition Scheme (ERS) in recognition of the council's work in employing and supporting persons in the armed forces community.



The council's Revenue and Benefits Team were awarded by the Institute of Revenues Rating and Valuation (IRRv) for 'Excellence in Education and Staff Development.'

Service Ambition 1

Positive Community Leadership

Our priorities over next three years:

- **Improve physical and mental health & Wellbeing**
- **Safer Communities**
- **Supporting & Empowering our Communities**

01 Positive Community Leadership in 2021/22

- The Council in partnership with Kent Coast Volunteering and Kent County Council supported the delivery of the new Folkestone Nepalese Community Centre in Cheriton during the year. The centre is run by the Folkestone Nepalese Community (FNC), a charitable incorporated organisation and includes welfare support office, a meeting room, event and socialising spaces, and an IT room. The council has supported the project through its ward grant scheme and some funding towards core costs. Support and advice was offered throughout, while the Local Area Officers also helped with redecorating the interior of the centre.
- In September 2021, Cabinet members unanimously agreed to the proposed terms of a 150-year lease of the Victorian building at FOLCA on Sandgate Road that has helped with plans for a new health centre with state-of-the-art facilities in the heart of Folkestone to move a step closer. The NHS Kent and Medway Clinical Commissioning Group have supported the principle of plans for a health facility within Folca and subject to various permissions being obtained and consultation taking place, doors could open to patients in late 2024.
- Members at the full council in July 2021 approved an additional £518,000 of funding for the Romney Marsh Coastal Destination project, which will bring forwards over 100 beach chalets, toilets (including a fully-accessible Changing Place toilet), café, concession kiosk and upgraded car parking that will be built at the Coast Drive Car Park by the Council with completion for the project aimed for in November 2022.
- The council successfully bid for funding totalling £90,000 from the government's National Leisure Recovery Fund to provide much needed support to the Marsh Academy Sports Centre in New Romney and Three Hills Sports Park in Folkestone. The National Leisure Recovery Fund, is designed to give the leisure sector the best chance of recovery in the medium to long term, by supporting with the reopening of publicly owned facilities, as well as being used to rebuild their customer base.

- In December 2011, the council became the first district authority in the country to commit to the Armed Forces Covenant - a promise to ensure those who serve or served in the forces - and their families - are treated fairly and not disadvantaged in their daily lives. Ten years on the Council's Chairman (Cllr Phillip Martin) signed a refreshed pledge with Major Peter Houlton-Hart MBE, of The 1st Battalion Royal Gurkha Rifles (RGR), at Westenhanger Castle. In addition to the council's continued commitment to the covenant, it has been recognized during the year with the highest badge of honour for military support from the Ministry of Defence - **the Employer Recognition Scheme Gold Award**, which is presented to those that employ and support persons who serve and protect our county
- A total of 61 Pubs, bars, clubs and restaurants across the Folkestone and Hythe district have been encouraged to join the national Pubwatch scheme during the year. The voluntary scheme is designed to promote good practice among licensed venues and aims to achieve safer drinking environments. It connects the venues and encourages communication regarding any customers that cause anti-social behaviour. Monthly meetings are hosted between venue staff and representatives from the council's licensing team and Community Safety Unit, as well as the Folkestone Area Protection Against Crime and Kent Police.
- A nine week public consultation was undertaken with the local business and the public on a refreshed version of the Council's Licensing Policy that will cover the period 2021-26 that will help determine all future licensing applications brought forwards. Changes to the policy included, the establishment of a new Licensing Forum that would meet twice a year with local stakeholders, and a new recommended operating hours for different types of licensed premises. The policy was then successfully adopted at Full Council in November 2021.



Opening of the new Nepalese Community Centre in Cheriton



Council's Chairman (Cllr Phillip Martin) signing a refreshed covenant pledge with Major Peter Houlton-Hart MBE, of The 1st Battalion Royal Gurkha Rifles (RGR)



Meeting of the National Pub Watch Scheme in the district with officers from the council's Licensing team and Community Safety Unit

01 Positive Community Leadership in 2021/22

- The council agreed to provide over £83,000 to organisations who have supported vulnerable residents during the pandemic. Funding comes from the government's Contain Outbreak Management Fund (COMF) with council's Cabinet members agreeing to support a range of community programmes and initiatives including:
 - **Shepway Sports Trust's Active Sports programme** – Supporting the continuation of its free, weekly physical and social activities with an emphasis on those from low-income households.
 - **The Folkestone Leas Lift Lockout Community Project** – To run a series of workshops for disadvantaged adults and young people around the design and construction of escape rooms. This will build on skills such as literacy, IT and puzzle solving, as well as helping with social confidence after isolation.
 - **Age UK Hythe & Lyminge Winter Grants scheme** to enable continued assistance of elderly, vulnerable or isolating people in the area.
 - **Citizens Advice Bureau's COVID Recovery Support** to enable the continuation of support for families and individuals experiencing hardship.
 - **The Rainbow Centre's Healthy Food Support programme** to provide an extra 120 food parcels to struggling families, as well as more fuel top-ups, sleeping bags and mobile phones to those in temporary accommodation.
- The council's application for a stopping up and diversion order at Princes Parade was granted in January 2022 following a public inquiry overseen by an independent inspector held between October and November 2021. The project that will bring forwards a brand new leisure centre, promenade and infrastructure improvements as well as new homes has also been approved as part of the Council's Medium Term Capital programme in February 2022. Work has begun on site during the year to prepare for construction with the removal of vegetation and the safe relocation of wildlife. Construction work is due to be completed in early 2024.

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- Lifeline365, an emergency scheme run by the Council to help those on their own and those who are vulnerable has again been recognised for providing the highest standards of customer service by retaining its Telecare Services Association (TSA) accreditation for the 12th year running. The service has a range of alarms and detectors connecting users to a live chat service with the control room in case of emergency and is operated for residents across the district as well those living in other areas of Kent every day and night of the year.
- The Council successfully retained its Customer Service Excellence (CSE) accreditation during the year. The accreditation is a Government standard developed to offer a practical tool for driving customer-focused change within organisations. The independent assessor was so impressed by the Council's ongoing commitment to customer service he awarded a further 2 compliance pluses as part of his latest inspection bringing the overall number awarded to 17. This is the highest number of compliance pluses we have been awarded and is great recognition for the services we provide.
- A total of 190 individual ward grants totalling over £89,000 were awarded during the year to benefit local charities and community groups across the district including, The Bayle Residents Association, CARM (Caring All Together Romney Marsh), Folkestone Festivals, Hythe Civic Society, Strange Cargo Sunflower House, Sandgate Scouts and the Romney Marsh Community Hub.
- The council's welfare team have awarded 378 financial support payments for people struggling to pay their council tax and provided them and many others referred to the team with general welfare assistance to improve their lives. In addition to this everyday work, over £221k household support fund has been distributed to help people pay for food, winter clothing and bedding between January and March.



**Code of Practice
Accredited Organisation**

Lifeline 365 been recognised for providing the highest standards of customer service by retaining its TSA accreditation for the 12th year running.



The Council successfully retained its Customer Service Excellence (CSE) accreditation during the year following re- inspection and scored the highest number of compliance pluses since it started participating in the accreditation in 2013.

01 Positive Community Leadership in 2021/22

- The council's safeguarding policy was reviewed and updated in autumn 2021. The revised policy took into account feedback from the Kent and Medway Safeguarding Adults Board and Kent Safeguarding Children Multi-agency Partnership safeguarding audits, and included additional emphasis on areas such as Modern Day Slavery, Domestic Abuse, Mental Health, Hoarding, and Prevent. Additionally, work has been undertaken to increase the pool of designated officers, including a focus on recruiting male staff to the role, to ensure a better spread of knowledge across different areas of the council – the council now has around 20 designated officers.
- The District Food Network (DFN) was established in Spring 2021, as a result of work between hubs, foodbanks, and other groups, with the aim of gaining a better understanding of need across the district and to enable everyone to know who is delivering what food services to which groups of service users. The DFN is focussed on food poverty and reducing food waste. The group is run with oversight from the council. Recent initiatives have included producing a document setting out all food resources (food banks, low cost meals, etc.) within the district and available on the council's website; winning a bid for funding to set up a community fridge to provide free fresh food to those in need, with the aim to introduce further fridges in other parts of the district over time.

The council's Community Safety Unit (CSU) has worked on following community initiatives with Folkestone & Hythe Community Safety Partnership (CSP) during the year, including:

- **Halloween events:** A number of pop up events were operated across the district during the October half term to engage with the local residents in the community. Preparing for Halloween and raise awareness of the potential anti social behaviour (ASB) that can take place and the impact on people. During the event flyers & posters were given to those who may be vulnerable to support NO trick or treating. We also gave LED lights and glow sticks to give to young people and a flyer about keeping young people safe and information about local youth services.
- **Adult Safeguarding Awareness Group:** An event was held in November 2021 within Bouverie Shopping Centre on Folkestone. The theme for the week was '**Creating Safer Cultures**' and will seek to inform the public to spot the signs of abuse - "**noticing is**

not nosiness" and then providing them with information on what they can do. The CSP also highlighted areas such as domestic abuse, trading standards, scams, hate crime, adult abuse, mental health, substance use, physical health, neglect and self-neglect.

- **Anti-Spiking Campaign:** Beer mats have been designed by the CSU specifically to raise awareness and also prevent unattended drinks being "spiked" (having substances added to them without the drinker being aware) by having relevant safety information printed on them & having a straw hole so the drink can stay covered. The CSU, Licensing and Kent Police attended over 20 night-time venues during the evening on Saturday 27 November 2021 and distributed hundreds of 'spiking prevention' beer mats along with safety advice and information to those running the venues as well as their patrons.
- **Safety in the Night Time Economy:** A training event held at the end of November 2021 at The Chambers venue in Folkestone. The training addressed managing harassment in the night-time economy and the joint roles of venues, taxis and door staff in safeguarding those at risk or vulnerable and raise awareness.
- **Operation Sunshine:** The new multi-agency operation launched in January 2022 involves community safety partners coming together monthly to approach a number of community safety issues. Together they will undertake environmental audits, attend anti-social behaviour hot-spot areas and engage with the public and businesses regarding both safety and environmental issues.
- **Violence against Women and Girls campaign:** In support of International Women's Day, the Community Safety Partnership coordinated a number of community engagements at Bouverie Place shopping centre to engage with those finishing work and young people after school. Over 50 people engaged with the stand and partners and Safety devices such as whistles and personal alarms were handed out. Kent Self Defence gave personal safety advice.



Spiking prevention beer mats distributed to licensed venues to raise awareness of spiking their customers.



Multi Agency partners attending Operation Sunshine, a monthly meeting to address community safety issues.



Multi Agency partners hosting a stand in Bouverie Place to raise awareness of violence against women.

Service Ambition 2

A Thriving Environment

Our priorities over next three years:

- **Ensure an excellent environment for everyone**
- **Grown the circular economy & reduce waste**
- **Increase our resilience to climate change**

02 A Thriving Environment in 2021/22

- In response to declaring a climate and ecological emergency back in 2019, the council has committed to making its own estate and operations net zero by 2030 as well as play a leadership role in helping the community, public and businesses achieve the same goal. In March 2022, the council's cabinet approved proposals for a district wide carbon action plan that sets out five key pillars to encourage, engage and empower local communities, key partner organisations, businesses and residents to achieve the net-zero target. The council, as part of the plan will also establish and run a Carbon Innovation Lab (CI-Lab), an informal ideas exchange focused on carbon reduction and working with invited representatives from key stakeholder groups from the community, business, special interest groups and academics in order to guide the work of the plan. When drafted, a public consultation will take place on the plan with the final version returning for adoption by the council's cabinet towards the end of 2022.
- During the year, the first of the district's 94 new charging points for electric vehicles were successfully installed by Connected Kerb. In total 18 new charging points in 5 car parks are now operational in the district for residents and visitors to use offering a mixture of fast 7Kwh, 22kw and rapid 50Kwh charging, depending on the location. The Council has partnered with Kent County Council and five other local authorities for the roll out, which will see one of the largest networks of consistent charging points. A further 15 sites across the district are planned for installation by 31st May 2022 and 6 more by the end of 2022.
- Kingsnorth Gardens was successfully awarded Green Flag Status for the very first time during year becoming the fourth green space within the district to receive the prestigious award. The gardens located in Folkestone joins the Royal Military Canal, Lower Leas Coastal Park and Radnor Park - all of which maintained their Green Flag status for 2021/22 due to their management by the council's excellent Grounds Maintenance team. The award

is given to green spaces which boast the highest possible environmental standards, are beautifully maintained and have excellent visitor facilities.

- The Council teamed up with Kent County Council for Solar Together Kent, a group-buying initiative for solar panels and battery storage. The scheme has been rolled out county-wide following its success across the country in the past few years. Over 1,600 letters were sent out homes across the District encouraging free registration to the scheme to get a personal recommendation for their home, based on their registration details. This includes costs and specifications of their system.
- To show appreciation for Her Majesty's 70 years' service, the Council will planting an avenue of trees as part of The Queen's Green Canopy (QGC). The 12 commemorative London Planes will be at Cheriton Recreation Ground with a plaque marking the dedication placed opposite the existing Golden Jubilee plaque at the park entrance (the recreation ground was dedicated to the Queen's Golden Jubilee). The council will also encourage individuals and community groups to join in the nationwide QGC, which is run in partnership with The Woodland Trust - by buying individual trees, to apply for free trees and for aftercare advice.
- The council's 2021 air quality monitoring report found no incidences of high levels of nitrogen dioxide gas detected at monitoring sites during 2020. The report, which has been accepted by the Department for Environment, Food and Rural Affairs, means that the district is meeting the government's air quality objectives and the council, as the local authority, is not required to declare any Air Quality Management Areas.



Cllr Susan Carey and Cllr Jim Martin with new EV charging points installed in Hythe.



Raising the Green flag in Kingsnorth Gardens. The fourth green space in the district to receive the prestigious award.

02 A Thriving Environment in 2021/22

- Work has been undertaken during the year with industry experts including Etude, Levitt Bernstein, Elementa Consulting, and The Passivhaus Trust on a new toolkit that will provide a step-by-step guidance on embedding 'green by design' into projects as well as advice on how to improve biodiversity, reduce transport emissions by encouraging walking and cycling, and measures to reduce how much water we use. The toolkit, which is being match-funded by a grant from Homes England, will draw from innovations being developed in the district, such as the new garden town Otterpool Park and Highview, a zero-carbon-in-use development of 30 homes, which have been designed by the council's in-house team.
- The Environmental Protection team have invested in eight wildlife cameras which have been deployed at various hot spots within the district to assist with catching incidents of fly-tipping, littering and dog fouling. Signage has also been increased in these areas to help highlight the issue and provide education in terms of the offence. This has been extremely beneficial and resulted in a notably significant decrease in the number of offences witnessed. The cameras deployed have assisted with the issue of Fixed Penalty notices including:
 - Charlotte Street – an FPN was issued for £300 for fly-tipping a toilet and bathroom renovation waste.
 - Running Waters, New Romney – Relating to several urinating offences and littering offences resulting in £100 FPNs being issued as well as smoking in commercial vehicles and littering from the taxi.
 - Napier Barracks to educate the residents in terms of managing litter correctly.
- During the year, the Dover Road area of Folkestone has presented considerable waste issues with rubbish being left in three key areas, Charlotte Street, Queen Street Alley and Harvey Street. Environmental Protection Officers have worked extremely hard in this area conducting daily patrols and engaging with a large number of local residents who have supported the officers' mission of improving the area, a

notable example is from a Charlotte Street garage business which has supported one of our cameras being installed on their premises and have provided information regarding waste being dumped in the area. Officers have also issued stickers for all communal bins stating that they should not be used for household domestic waste and to not leave items outside the bins as well as worked with residents, businesses and landlords to improve the way they store their waste and tackle the overflowing bin situation.

- In November 2021, Environmental Enforcement Officers joined those from Kent Police and the Environment Agency for Operation Assist to tackle rogue traders who undertake fly tipping in the district. Areas where waste was either left or collected by unlicensed operators were covered, including builders' yards, DIY stores and Highfield and Park Farm industrial estates, along with other parts of Folkestone, Cheriton and Hawkinge. Officers were also on the lookout for vehicles of interest and while seven were stopped, they all had the correct paperwork and no further action was taken. During the patrols, a large amount of fly-tipped waste (including household waste and furniture) was spotted at the junction of Harbour Way/Radnor Bridge Road in Folkestone, and a fixed penalty notice (FPN) was issued to the owner. FPNs were also issued to an individual who dropped litter and another was issued for a failure to display a no smoking sign in a commercial vehicle.
- A total 76 community environmental volunteer events have been supported by council's Local Area Officer Team during the year. The team have worked with a variety of local community groups and organisations including, The Hythe Environmental Group, 99 Squadron Air Cadets, 1st Cheriton Scouts, Elham and Lyminge Parish Councils, Stowting Wombles as well as local schools and youth organisations. Events undertaken in the year have included, stream cleans, area clean ups and litter picks with 950 attendees helping to collect over 1,500 bags of litter to help keep the district clean and tidy.



Officer waste search in Charlotte Street



Caught in the Act: Footage of fly tipping taking place



Environmental Enforcement Officers and Kent Police undertaking checks as part of Op Assist

Service Ambition 3

A Vibrant Economy

Our priorities over next three years:

- **Reinvigorate the high streets**
- **Support a vibrant & diverse business community**
- **Help people access jobs & opportunity**
- **Grow the skills we need for the future**

03 A Vibrant Economy in 2021/22

- In September 2021, the council approved the Folkestone Place Plan, an ambitious plan to create a sustainable and vibrant future for Folkestone town centre. Work has since commenced with a consultant team led by 'We Made That' to design and develop priority projects set out in the Place Plan, which will include engagement with partners, stakeholders and the local community on the detail of the projects which may be part of an application for the government's Levelling Up funding. A total of six priority projects are to be the focus of the work:
 - The Folkestone Central rail station arrival and town centre connections
 - The gateway into the town centre and Bouverie Square
 - The public realm of Sandgate Road and the town centre,
 - The area surrounding the new skate park F51 and Payers Park
 - Bringing forward the Harbour Line
 - Reconfiguring of Tram Road and improving Sunny Sands.
- Bouverie House Business Centre situated next to Folkestone bus station was officially reopened in August 2021 following the building being vacant for more than a decade thanks to the support of the Folkestone Community Works programme. A six-figure sum of investment, including a £420,000 Folkestone Community Works grant, part-funded by the European Structural and Investment Funds 2014-20 and managed by the Council has been spent on refitting the building sustainably. The new business centre will provide over 6,000 sq ft of office space within 21 self-contained units, meeting rooms, an informal breakout area, virtual offices and co-working space - all of which are available for rental on short, flexible terms.

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- The new £2 million New Romney Business Hub at Mountfield Road was officially opened at the beginning of December 2021 that will bring a range of new business and job opportunities to the Romney Marsh. The Council and East Kent Spatial Development Company (EKSDC) equally contributed to the development by each funding £735,000. The Nuclear Decommissioning Authority's (NDA) socio-economic programme met £500,000 of the cost and provided a further £205,238 for an adviser to be based at the centre for the next four years to support local businesses. The hub consists of 14 rooms that have been designed to provide flexible workspace for small businesses to grow, including new companies and those who might be operating online from home. The first two businesses are due to move in from April 2023 onwards.
- The Council created nine new roles within the organisation as part of the government funded 'Kickstart Scheme' to support those aged from 16 to 24 and who are on Universal Credit, the chance to apply for high-quality jobs which will build their confidence and skills in the workplace. The nine jobs created are administrative assistant (five positions in different departments), trainee gardener (three positions), and assistant caretaker. All roles are paid, working 25 hours per week for a six-month fixed term.
- The Romney Marsh Partnership (RMP) appointed to a new senior specialist role funded and supported by Folkestone & Hythe District Council, the NDA/Magnox socio-economic scheme and Kent County Council for the next three years to maintain the momentum of the important work of the RMP to bring forward new economic regeneration projects in the area, including support for the communities around Dungeness to look for opportunities to mitigate the closure of Dungeness A Power Station.



Folkestone Place Plan



Cllr David Monk at the opening of the Bouverie House Business Centre in Folkestone



Cllr Patricia Rolfe and Cllr David Wimble opening the Romney Marsh Business Hub

03 A Vibrant Economy in 2021/22

- A new Folkestone & Hythe Green Business Grant Scheme has been agreed by cabinet during the year. The scheme will provide a maximum of 40% of the investment normally up to £10,000, but can be up to £25,000 in exceptional circumstances and will be for all businesses in the district who want to invest in more energy-efficient equipment and machinery which improves their carbon footprint. Grants will also be available to businesses in the low-carbon and environmental goods and services sector (LCEGS) in the district - or those wishing to locate here - who are looking to develop new products or services to help others reduce their carbon footprint. The scheme will launch at the beginning of the 2022/23 financial year and run until 31st March 2024.
- A new seasonal market called 'A Kentish Spring Market' featuring live music and local traders was launched in Guildhall Street in Folkestone town centre at the end of March 2022. The artisan market featured a range of food and craft products from up to 15 local producers and makers as well as street food options. The market was operated by the organisers of the popular local Vegan Vibes market, on behalf of the council which is accessing the government's Welcome Back Fund to deliver the event. The fund provides councils across England with a share of £56m from the European Regional Development Fund (ERDF) to support the safe return to high streets and helps to build back better from the pandemic. Live music performances were also provided from local musicians as part of Programme being managed by businesses, Seaview Studio and The Chambers, under the Folkestone Music Town initiative.
- The Folkestone Community Works programme has continued to fund free business advice for local businesses and potential entrepreneurs situated in central and east Folkestone and this will continue until March 2023. During the year, the funded project Enterprising Opportunities delivered by Social Kent Enterprise Kent worked with over 40 businesses and entrepreneurs helping them to manage the impact of COVID

- as well as realise their potential. A new funded project call Open Doors Step Up lead by Screen South started and it aims to support young adults to explore career pathways into film making and associated creative sections, and to provide advice to local community film makers.
- The Folkestone Community Works SME Business Grant Scheme has continued to offer 50% grants towards the cost of new equipment to support growth and innovation, leading to the investment of over £126,000 into the local business base. The grant scheme will remain open in 2022/23 with an additional £100,000 of funding allocated to the scheme.
 - In response to the coronavirus pandemic, the council was required to administer on behalf of the government, both mandatory business grants for local businesses registered for business rates and discretionary grants for other businesses in the district that were directly affected. The council distributed funding efficiently and quickly, earning praise from the local business community. Between November 2020 and March 2022, the council was awarded £4,099,370 for discretionary business grants (known as the Additional Restrictions Grant (ARG) scheme) and 2,122 grant payments were successfully distributed to 356 businesses across the district over this period.
 - £25,000 of funding from the government's Welcome Back Fund was used during the year for making numerous public realm improvements in Folkestone town centre, for the benefit of both visitors and residents. These included repairs to paving in Guildhall Street and Sandgate Road, installation of a large wood planter on Guildhall Street, improvements in the Market Square area off Rendezvous Street including repoint and repair of the paved area, and installation of a handrail to allow safer navigation of the steps. Also included was the large raised beds that run between the parking areas near the Clifton Hotel, with repairs to the stone work and removal of vegetation. An anti-weed membrane was installed for low maintenance in future.



Funding from Folkestone Community Works is supporting the 'Open Doors' Project run by Screen South (image credit - Screen South)



'A Kentish Spring Market' hosted in Folkestone that accessed funding support from the 'Welcome Back Fund'.



Repointing of the pavement and new handrails installed off Rendezvous Street, Folkestone as part of public realm improvements funded by the 'Welcome Back Fund' during the year.

Service Ambition 4

Quality Homes and Infrastructure

Our priorities over next three years:

- **Improve outcomes & support for homeless people**
- **Deliver sustainable, affordable housing**
- **Deliver a safe, accountable housing service**
- **Digital inclusion & connectivity**
- **Deliver a sustainable new development at Otterpool Park**

04 Quality Homes and Infrastructure in 2021/22

- The council's Core Strategy Review (CSR) setting out a guide to future development required within the district over the next 15 year period to 2037 was given the seal of approval by government inspectors during the year. The CSR was then successfully adopted by members of Cabinet and then Full Council at the end of March 2022 following a previously extensive process of consultation over several years, as well as a public examination before two independent planning inspectors.
- In parallel with the Core Strategy Review, the council prepared the Places & Policies Local Plan, which sets out proposals for development on small and medium-sized sites throughout the district. The Places & Policies Local Plan was found 'sound' by the planning Inspector and was adopted by the council in September 2020. With the adoption of the Core Strategy Review by full Council on 30 March 2022, the council has completed two major district-wide development plans within 18 months. The Planning Inspectorate's record shows that no other local authority in England has adopted two local plans of this type within such a short time period or has come close to this achievement.
- In August 2021, a breach of Consumer Standards notice, issued by the government's Regulator of Social Housing was lifted reflecting the hugely successful turnaround in the performance of the council's landlord housing service. The notice was originally issued in September 2019 when the arms-length management organisation, East Kent Housing, was running F&HDC's service along with those of Canterbury, Dover and Thanet councils due to non-follow up of safety compliance actions. Since October 2020, the landlord service was brought back into the council and a new team created who have worked quickly to successfully bring about major improvements in the service for tenants within the district.
- The council's planning committee voted in favour of building 30 homes on the site of the former Highview school in Moat Farm Road. The 24 houses and six flats have been designed by the council's in-house team, supported by a team of

consultants. All homes will be affordable, with most at affordable rent and some homes as shared ownership. When complete, they will be as near as possible to zero carbon in use. This will be achieved by the low-energy design and other initiatives. These include high levels of insulation, mechanical ventilation with heat recovery systems, solar panels, air-source heat pumps (instead of gas boilers), and they will be designed to accept battery power storage (which links with the panels) in the future. Completion of the scheme is estimated for January 2024.

- The first phase of the Royal Victoria Hospital in Folkestone reopened its doors again during the year- this time to provide more new homes in the district. The Victorian building, which has stood empty since the last ward closed in 2006 was converted into 18 high quality apartments and made available for market rent via Oportunitas Ltd, the council's housing and regeneration company that aims to provide a benchmark for good practice in the private rental sector. The first phase of the development is now fully occupied and the company's attention is now focused on the delivery of phase two of the development, a new block being built on the site to provide a further 19 apartments for market rent that is anticipated for completion in late 2022.
- During the year, the council purchased the former gas works site at Ship Street as part of the strategic regeneration of Folkestone and the wider district. Work has begun on developing a detailed design brief for the site which has sat derelict for over 60 years with the idea of a mixed-use, housing-led development which could include a sustainable mix of energy efficient homes with courtyard gardens, space for small shops and cafés, and public creative and cultural space. Residents were given the opportunity to attend a public engagement event hosted at the Quarterhouse in Folkestone in March 2022 to understand more about the proposals and to ask questions. Once site investigations and design work have concluded in autumn 2022, a submission for planning permission for the site is anticipated for spring 2023.



Artist Impression of new low energy homes at the former Highview school site.



Cllr David Monk and Cllr Patricia Rolfe opening the newly converted Royal Victoria Hospital building into high quality apartments



Artist Impression of the Ship Street site.

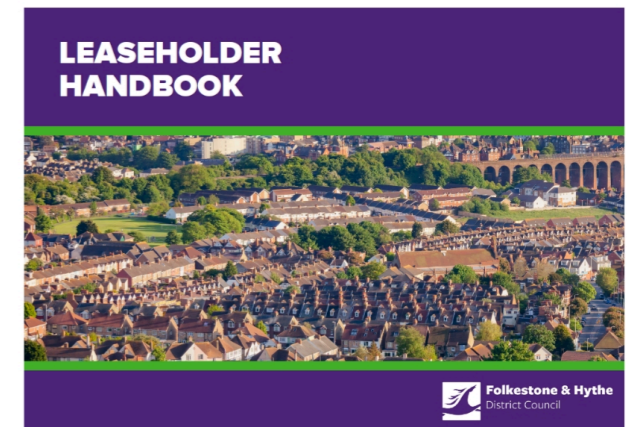
04 Quality Homes and Infrastructure in 2021/22

- The council was successful in its bid made under the first wave of the government's Social Housing Decarbonisation Fund (SHDF) resulting in £2 million being awarded that will support work on improving the energy efficiency of over 100 council managed homes within the district over the next 12 months and in doing so, the council will look to use local contractors for the insulation work where possible.
- A £1.15 million share of the Brownfield Land Release Fund (BLRF) from the Department for Levelling Up, Housing and Communities has been awarded to the council to support the delivery of over 70 new homes at Bigginswood in Folkestone. The funding will enable remediation work to begin on the former brickworks site and involve working with ecologists to clear the 10 acre site and prepare it for the development.
- A total of 5 private sector homes within the district have been identified by the Council's Housing Options team during the year to accommodate five families from Afghanistan as part of the Afghanistan Relocations and Assistance Policy (ARAP). The council has worked with partner agencies to provide ongoing support to the families as they begin their new lives in the UK. The support for resettling these families have come from a £5 million fund set up by Government to assist councils across the country to support households' to access accommodation.
- A total of 4 properties for supported accommodation to help people with a history of rough sleeping were provided during the year as part of the government's Rough Sleeping Initiative and the council's Homeless Prevention Strategy. The properties all located in Folkestone have been obtained under the Next Steps Accommodation Programme with grant support from Homes England and the Department of Levelling Up, Housing and Communities. Occupants moving into these properties are receiving intensive support from a dedicated team at Porchlight who are working to ensure that the new tenants are able to retain their accommodation and move on to long-term settled accommodation in the future.

- The Council's Housing team have created new Leasehold, Shared Ownership and Right to Buy guides during the year and their inclusion on the council website has given residents access to more information than was available previously. The creation of digital guides has also added a new level of convenience for residents as they are now able to access the information independently whenever and wherever they require it, thus empowering them to know and understand more about their homes and neighbourhoods. The guides have also decreased the services environmental impact as printing and sending the documents is now the exception, reserved for those who need it rather than the default option
- When the landlord service was brought back in-house, this coincided with the publication of the government's 'Charter for Social Housing Residents White Paper', and it became a top priority to ensure that tenants have a genuine say about how the service is run. Working closely with tenants, a Tenant Engagement Strategy 'Hearing our Tenants' Voice 2021-2024' was developed, which sets out ways of improving access, supporting tenant engagement culture and valuing diversity and inclusion. In October 2021, a high level Strategic Tenants Advisory Panel was formed and led by a group of tenants from across all areas of the district, diverse backgrounds and have a wealth of skills. Tenants participating in the panel are provided with technical training hosted by both the council and external specialists. The panel has developed a diverse range of views, experience and connections to the wider community that has enabled key messages to be fed back to tenants and communicated both ways, relationships built, strengthened and developed. The advisory panel since its establishment has already directly influenced changes to several policies, agreed changes to parts of the service, and they will continue to work in partnership with us on service improvement, to challenge and hold to account performance across the whole housing service.



Artist Impression of the Bigginswood site in Folkestone



New housing guides introduced during the year to help tenants understand more about their homes.

Register for **'My Account'** - The easy way to access Council information:

- Pay your council tax and view your previous council tax bills
- Find your bin collection day
- See planning applications within a 500m radius of your registered property
- Report missed bins and dog fouling
- View a history of your council tax reductions and housing benefits
- View details of your local councillors..... and more!

To register and go find out more information about 'My Account' please visit: www.folkestone-hythe.gov.uk/myaccountinfo

It's clear, simple and fast and is also available on your tablet and mobile.

Website: www.folkestone-hythe.gov.uk

Facebook: FolkestoneandHytheDC

Twitter: @fstonehythedc

Instagram: @folkestonehythedc

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Folkestone & Hythe District Council

Appendix 2: 2021-22 End of Year Data

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Number of new priority play areas improved by the Council	0	0	1	0	1 site per year	-	1	✓
Page 34	<p>No new priority play areas were improved during Quarters 1&2, however the council has now adopted the responsibility for new Shorncliffe play area from Taylor Wimpey during Quarter 1</p> <p>In Quarter 3, the repainting of the Multi Use Games Area took place at Canterbury Road Recreation Ground. Quarter 4 did not see any major improvements to Priority Play Areas across the district, although a number of smaller repairs were undertaken including welding repairs to the steel teen shelter at Cheriton Recreation Ground.</p> <p>The following programme improvement works on priority play areas are scheduled for the 2022/23 year including:</p> <ul style="list-style-type: none"> - The installation of a new 10m diameter rope climbing frame, new teen shelter adjacent to the basketball court and a replacement spring rocker at Cheriton Recreation round to be funded through COMF (Contain Outbreak Management Fund) funding June 2022. - The Bounty shipwreck in the Lower Leas Coastal Park is to be replaced with a new larger Ship modelled after The Santa Maria completion 20/05/2022. - Repairs to the towers at the Coastal Park Play Area. - The introduction of a new destination play area at Le Quesne, Shorncliffe. - Repairs to infrastructure at Radnor Park and we are currently investigating the possibility of installing a basketball half court with remaining funds from the Radnor Park Community Group. <p>While not a Priority Play Area, Oak Drive in St Mary's Bay which is a SIPA (Strategically Important Play Area) will also receive a full refurbishment through COMF funding in June 2022. Morehall Recreation Ground's refurbishment has been delayed until the first week of July 2022 and clarification will be required from KCC as to whether the funding can be extended.</p>							
Average number of days to process new claims for Housing Benefit from the date complete evidence is received.	3.4	3.4	2.9	3.9	7 Days (Monthly)	-	3.4	✓
Average number of days taken to process new claims for Housing Benefit	14.7	12.2	8.7	12.7	17 Days (Monthly)	14.1	12.2	✓
% food premises broadly compliant (equivalent to 3 rating)	Figure unavailable	Figure unavailable	96.6%	97.4%	95% (Quarterly)	94.5% (Average)	97%* (Average – Q3 and Q4 only)	See notes
	<p>The figures for Quarters 1& 2 were unavailable due to a system communication error between the Food Standards Agency website and the Council's own case management system. A solution to the error is being developed by the Systems Support team a temporary fix has been found with reporting recommencing from Quarter 3 onwards.</p>							

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Number of community safety events held and projects delivered	0	0	12	2	10 (Annual)	-	14	✓
	<p>During the year a total of 14 community safety events or projects were delivered these included:</p> <ul style="list-style-type: none"> • CSU seasonal community safety engagement events were held in Cheriton, New Romney, Lydd, Hawkinge and Folkestone in October to promote the youth safety campaign and in December with the 12 days of Christmas campaign. • Safeguarding Awareness community event and supporting Operation run in November with over 10 agencies attending both events. • The CSU supported the Christmas Lights Switch-On with a seasonal safety campaign- 12 days of Christmas safety messages also went out in the event goodie bags. Purse bells and high-viz items were distributed to support the key safety messages. • The CSU supported the Kent Police's Violence against Women and Girls public event on the 3rd November. • To support the safety in the Night Time Economy campaign, the CSU developed and ran 2 awareness session for licensed venues and night time economy venues/businesses around harassment, which included:- how to address, prevent and report any type of harassment. This was followed up by a joint evening Operation in November to raise awareness of drink spiking and launch the Beer Mat designed by the CSU to raise awareness and prevent drink spiking. • The CSU developed a monthly community safety partners - community update. This started in October, this now goes out to residents groups, parish & town councils, schools, Councillors as well as community safety partners. • The CSU, Licensing and Kent Police attended over 20 night-time venues during the evening on Saturday 27 November 2021 and gave out hundreds of 'spiking prevention' beer mats along with safety advice and information to those running the venues as well as their patrons. • Best Bar None is an accreditation scheme supported by the Home Office for drinks industry that aims to improve standards in the evening and night time economy. Licensing and the community safety team have undertaken training and are currently setting up the scheme to roll out across the district. • A district wide Pub Watch group was set up in January 2022, with 20 venues signed up by the first meeting in February, since then the memberships has increased to 80 venues across the district. • In support of International Women's Day the Community Safety Partnership ran a number of community engagement events, at Bouverie shopping centre and The Samuel Peto Pub, through the events we discussed personal safety, from the perception, experiences and gave out Safety devices such as whistles and personal alarms were handed out as well as flyers with safety tips and safety apps to download. 							

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Retain Green Flags for the Coastal Park, Royal Military Canal and Radnor Park sites	-	-	-	-	3 (Annual)	3	4	✓
	<i>All three green flags for the Coastal Park, Royal Military Canal and Radnor Park Sites were successfully retained during the 2021/22. In addition, a further green flag was successfully awarded during the year to Kingsnorth Gardens in Folkestone bringing the overall total to four sites that now hold this prestigious award.</i>							
Number of enforcement notices served (e.g. Abatement Notices, Community Protection Notices)	14	39	8	4	*100 (Informal) (Annual)	51 (Total)	65 (Total)	X
Page 36	<p><i>The number of enforcement notices served has outturned below the informal annual target at the end of the year for the following reasons:</i></p> <p><i>The informal work undertaken by the Environmental Protection Team has had a positive effect with use of first stage letters and warnings, for example Community Protection Warnings stopping further irresponsible behaviour from escalating that would normally require the next stage of a notice to be enforced, in the form of either a Community Protection Notice or Abatement Notice.</i></p> <p><i>To be under target is to be celebrated as it means the informal work being undertaken by enforcement officers as a first step in enforcement process is helping to stop cases of irresponsible behaviour from escalating further.</i></p> <p><i>Due to covid restrictions, officers were unable to go inside properties to listen to noise nuisance or to witness behaviours/actions, which has resulted in the warning stages being applied. Officers continued to make visits to investigate reports of anti-social behaviour, but stood outside properties rather than going indoors, but have achieved some great results to stop problems developing.</i></p> <p><i>The statutory powers that had been previously given to local authorities in the form of Section 108 notices was removed in 2020. The notices originally required any person believed to be able to give any information relevant to any examination or investigation to answer the questions put to them. These were used regularly and were a good means of investigating the matter. Statistics show that the following were issued in the last 2.5 years: 2018 – 63, 2019 – 103, 2020 – 22. Historically these would be included in the figures and the results now will show a much lower rate.</i></p>							
Enforcement - Fixed Penalty Notices issued	92	105	134	78	*300(informal) (Annual)	352 (Total)	409 (Total)	✓
Percentage of street surveyed clear of litter within the district	Figure Unavailable	Figure Unavailable	92.29%	92.26%	95% (Monthly)	92.8% (Average)	92.2% (Average Q3-Q4 only)	X
	<i>The figures for both Quarters 1 & 2 were unavailable due to work being undertaken between Veolia and both Folkestone Hythe and Dover District Councils to develop a new regime of inspection monitoring to help improve overall information on street cleanliness moving forwards. The new reporting system for surveying street cleansing went live during Quarter 3, which allowed survey data to be compiled and directly reported to the contractor. Priority was given to removing fallen leaves in Quarter 3 (which continued to mid-December) in order to reduce the risk of slips and falls. Quarter 4 monitoring results remain under target. This has been raised with Veolia and where streets fall below the contract standard rectification notices are issued.</i>							

02 A Thriving Environment

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Number of community environmental volunteer events supported	17	18	28	13	15 (Quarterly)	32 (total)	76 (total)	✓
Number of recorded See it, Own it, Do it (SOD It) interventions completed	2,510	3,155	2,772	1,681	1200 (Quarterly)	6,485 (total)	10,118 (total)	✓
Average time for graffiti to be removed from the time of being reported	24 hours	24 hours	48 hours	24 hours	48 Hrs (Quarterly)	39 hours (Average)	30 hours (Average)	✓
Number of new electric vehicle charging points installed within district owned car parks	-	-	-	18 (accumulative) (18 points installed out of 94 planned)	2 charging points per car Park minimum (Annual)	-	18 (total)	✓
Page 37	<p><i>At the end of 2021/22 year, a total of 18 electric vehicle charging points are now fully operational in five district owned car parks in the following locations:</i></p> <p>High Knocke Car Park, Dymchurch x 2, Wilberforce Road Car Park, Sandgate x 4 The Paddocks Car Park, Hythe x 4 West Street Car Park, New Romney x 2 Tram Road Car Park, Folkestone x 6</p> <p><i>Works on rolling out further EV charging points across the remaining 21 district car parks are continuing into the 2022-23 year. 15 car parks are anticipated to have EV Charge points fully operational by the end of May 2022. The civil engineering works to install these units have now been completed within these car parks, and the electrical works are now being progressed. A further 6 car parks will require Traffic Regulation Orders (TROs) and mains extensions works to be undertaken by UK Power Networks to proceed first. This will delay final installation until the end of 2022.</i></p>							
Percentage of street lighting within the district converted to LED	-	-	0%	13.26% (accumulative)	100% completion by March 2023	-	13.26% (accumulative)	✓
	<p><i>A total of 141 out of a total of 1,063 lights have been converted to LED so far within the 2021-22 year. This is 13.26% of the total number of lights required to be converted by the March 2023. We are on target to complete the conversion works on the 340 adoptable lighting assets by end of May 2022. Work on non-adoptable assets will commence soon after.</i></p>							

02 A Thriving Environment

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Number of missed bin collections per 100,000	109.2	144.5	57.23	45.81	50 (Monthly)	8.72 (Average Q1-Q3 only)	89.1 (Average)	X
	<p>Veolia's new route re-optimisation project commenced in mid-May 2021, and as a result collection crews were unfamiliar with their new collection rounds, this resulted in the number missed collections increasing throughout Quarters 1& 2. The number of missed collections started to return back towards acceptable levels moving into Quarter 3 due to a sustained effort by Veolia to recruit additional HGV drivers which has led to steady improvements in completion rates as well as work undertaken between the Waste Team and Veolia to improve the property data recorded on the ECHO system including presentation points, resolving vehicle access arrangements and resolving repeat misses particularly to communal properties. Quarter 4 saw the number of missed collections drop below the contractual target of 50 missed collections per 100,000.</p>							
Percentage of household waste recycled	50%	40.8%	45.1%	TBC	50% (Monthly)	47% (Average)	45.3% (Average Q1-Q3 only)	See notes
Page 38	<p>The overall recycling rate for Quarter 2 was below target largely due to the suspension of garden waste collection service between July-September 2021 as the result of the HGV driver shortage. This greatly reduced the garden waste component of the overall recycling tonnage for the quarter. The recycling rate for Quarter 3 was also below the 50% target, but this is typically the case as the winter approaches and garden waste tonnages decrease, affecting recycling performance.</p> <p>The recycling tonnage data for the final month of Quarter 4 (March 22) is currently unavailable - this is provided by Kent County Council, and is typically supplied 1-2 months in arrears.</p>							
Number of days to remove fly tipped waste on public land once reported	31.5	6	1	1.5	3 Days (Monthly)	1.4 (Average Q1-Q3 only)	10 (Average)	X
Percentage of compliant air quality monitoring sites	100%	100%	100%	100%	100% (Quarterly)	-	100% (Average)	✓
	<p>A total of 18 air quality monitoring sites across the district are in line with the Department for Environment, Food and Rural Affairs (DEFRA) National Air Quality Objectives at the end of the year.</p>							
Enforcement - Percentage of successful prosecutions (Incl Fly tipping and Littering)	100%	100%	100%	100%	100% (Quarterly)	100%	100%	✓
	<p>In first three quarters of this year, a total of 12 cases were taken to court and successfully prosecuted for fly tipping, littering and breaches of Community Protection Notices (CPNs).</p> <p>In Quarter 4, a further 2 cases were successfully prosecuted for: Littering and Allowing putrescible waste to accumulate on private land and then failing to remove (Prevention of Damage by Pests Act) (breakdown below)</p> <ol style="list-style-type: none"> 1) Littering – Costs £180, Victim Surcharge: £34, Fine £220. 2) Allowing putrescible waste to accumulate on private land and then failing to remove (Prevention of Damage by Pests Act) – Costs £180, Victim Surcharge: £50, Fine £500. 							

03 A Vibrant Economy

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Total Folkestone & Hythe High Streets funds allocated	51 % <i>Allocated since fund inception</i> £151,446 allocated in Q1	59% <i>Allocated since fund inception</i> £56,687 allocated in Q2	59% <i>Allocated since fund inception</i> £0 allocated in Q3	57% <i>Allocated since fund inception</i> £19,600 allocated in Q4	100% of the funds allocated	-	57% (total)	X
Page 39	<p><i>The allocation of the HSF target has not been hit by the end of the 2021/22 year due to a combination of reasons and a number of new circumstances. The main reason for the slow take up of the opportunity for funding from external applicants was probably due to the focus of businesses on recovery, rather than investment, after the pandemic.</i></p> <p><i>As a result the application deadline for external applicants to the fund has been extended to 31 March 2023 through a Leader's Individual Report. In terms of internal projects allocated funding through the HSF, the government awarded the council 'Welcome Back' funding, so this (rather than HSF) has been used to bring forward some of the projects originally allocated HSF, hence the percentage of the fund allocated has fallen in Q4.</i></p> <p><i>The government's announcement of applications to the Levelling Up Fund has also resulted in the focus of the council on this opportunity to bring forward some of the priority projects identified in the Folkestone Place Plan which was approved in September 2021 and some of the HSF funding will be used as the council's contribution to these wider projects in 2022/23.</i></p>							
Number of engagements undertaken by the Folkestone & Hythe Place Panel on projects aimed at improving the public realm.	2	1	0	2	3 (Annual)	-	5 (total)	✓
Total funding allocated from the Romney Marsh Business Hub grant support scheme	-	-	0%	0%	50% of available funds allocated in 2021-22	-	0% (total)	X
	<p><i>Following the opening of the Romney Marsh Business Hub in December 2021, there has been no take-up so far of the funding available through the Romney Marsh Business Hub (RMBH) Grant scheme to businesses seeking to establish themselves in the Hub. The scheme was launched on 9th December 2021 and while there are discussions underway with two prospective tenants to date no grant applications have been received yet. The grant scheme is being advertised by the council via the Folkestone.works website and the agents responsible for letting space at RMBH have all the information to relay to potential applicants.</i></p> <p><i>Since the beginning of 2022/23 two tenants have now signed up for space and have applied for RMBH grants. EKSDC, which is managing the centre, is also preparing an application for new technological equipment for the centre which will benefit all tenants.</i></p>							

03 A Vibrant Economy

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Total Amount of business space created at Mountfield Road	-	-	751sqm	-	751 sqm created (Annual)	-	751sqm	✓
	<p><i>The Romney Marsh Business Hub was completed in December 2021 and the launch event took place on 7th December. This provides 751Sqm of business accommodation in 13 separate offices. The scheme is being marketed currently alongside the RMBH Grant scheme.</i></p>							
Number of Folkestone & Hythe businesses accessing business support and grants from public sector programmes	32	7	6	10	10 (Annual)	-	52 (total)	✓
Page 40	<p><i>During Quarter 1, 22 F&H businesses that the Kent & Medway Growth Hub reported as seeking advice from them in this period, along with 5 businesses awarded small and medium sized (SME) business grants through the Folkestone Community Works (FCW) Community Led Local Development (CLLD) programme, 4 businesses supported through the FCW Enterprise Opportunities project and a 1 person was supported to be enterprise ready.</i></p> <p><i>Quarter 2: The numbers in the period come from 3 FCW CLLD SME business grant awards and 4 businesses receiving support via the FCW CLLD Enterprising Opportunities programme. The businesses included, the Leas Lift Community Interest Company (CIC), Alliance Building Company and Buckle Up Films.</i></p> <p><i>Quarter 3: A total of 6 businesses within the district accessed support from the Kent & Medway Business Hub where advisors provided 1-2-1 telephone advice and support to businesses that were in direct contact on a range of topics, including re-exporting as a result of Brexit and coronavirus/ business grants or loans currently available to support growth and other types of business support.</i></p> <p><i>Quarter 4: A further 10 businesses in the district accessing Low Carbon across the South and East (LoCaSE) grants from KCC. These are grants available to support businesses to invest in more sustainable practices.</i></p>							
Number of businesses or potential entrepreneurs/ new start-ups signposted to support programmes and events to facilitate growth	14	17	6	19	50 minimum (Annual)	-	56 (total)	✓
	<p><i>During 2021/22 business engagement and signposting to grants and business support took place in a number of ways, including through our business engagement programme with key employers and to businesses interested in taking forward F&H High Street fund applications. There was also businesses and potential entrepreneurs supported directly through projects funded through the Folkestone Community Works CLLD programme. Due to retrospective claims, the figures for previous quarters (Quarters 1&2) had only become available at the end of the year and so has resulted in revised figures for these quarters. In addition to the figures provided above, there was also regular email communications to over 800 businesses which outlined funding and business support opportunities. While this target has been met (because it was decided to count each email to 800 businesses as only single contact) the actual number of businesses actually signposted to opportunities.</i></p>							

03 A Vibrant Economy

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Number of businesses engaged with in the district to support growth and retention of local people	8	2	3	2	12 (Annual)	-	15 (total)	✓
	<p>Over the course of the year the target for 1-2-1 meetings with key businesses in the district was met, although the pandemic resulted in many of these meetings taking place online, rather than in person. The key businesses engaged with included Saga, Church & Dwight, Magnox, EDF, London Ashford Airport and Plamil Foods, amongst others. These meetings included looking at opportunities for the council to support the growth of the business, as well as signposting to funding opportunities and potential sites to support expansion plans.</p>							
Total funds allocated from the Folkestone Community works Programme	71% (cumulative)	74% (cumulative)	83% (cumulative)	71% (cumulative)	70% of the allocated funds spent by end of 2021/22	-	71% (cumulative)	✓
Page 41	<p>The KPI is a cumulative figure for the programme which has been running since 2018 and represents the amount of allocated ESIF funding to projects that has been spent.</p> <p>By the end of 2021/22 £853,259 (43%) of ESIF have been allocated to funded projects and £607,273 (71%) has been defrayed to the delivery organisations by the end of the year. This is a lower percentage than previous quarters due to new SME business grants being awarded, as well as a new employability project for the Princes Trust.</p>							

04 Quality Homes and Infrastructure

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Numbers of new homes built within the district	-	-	-	-	622* homes (Annual)	489	757**	See notes
	<p>*Target: The Core Strategy Review was adopted in March 2022 and this set out phased delivery for new homes starting with 622 for the first five years from 2019/2020.</p> <p>**2021-22 Comment: The Housing Information Audit for 2021/2022 is yet to be undertaken so an estimated figure (757) has been taken based on the number of new homes identified as 'under construction' in the Housing Information Audit 2020/21. It should be noted that it is unlikely that all will be completed this year.</p>							
Percentage reduction in homelessness	-	-	-	-	5% based on 2020 data	-	See comment below	✓
Page 42	<p>This indicator is aimed at achieving a sustained improvement across the range of measures we have for 'homelessness', with a challenging target of 5% improvement year on year against all our measures from 2020. A 5% 'reduction' in homelessness has been achieved in 2021-22, despite the number of approaches increasing:</p> <ul style="list-style-type: none"> • Approaches up by 15% from 1,402 to 1,619 • Preventions up by 28% from 49 to 68 • Average households in bed & breakfast reduced by 79% from 11 to 2.3 • Average households in temporary accommodation reduced by 28% from 40 to 29 • Average rough sleepers has reduced by 8% from 6.12 to 5.63 							
Number of homelessness approaches (includes Triage, Prevention, Relief & Decision cases)	373	369	396	481	No Target	1,402 (Total)	1,619 (Total)	-
	<p>This figure includes all approaches to the council, including those seeking advice. Homelessness approaches were up by 85 in the last quarter and by 217 from the previous year. This is in part due to the ending of the embargo on evictions that was put in place during the lockdown period and also due to the impacts of the Domestic Abuse Act that places duties on local authorities to provide safe accommodation to victims of abuse who present themselves to the Council as homeless.</p>							
Percentage of homelessness approaches closed as 'homelessness prevented'	3.59%	372%	4.80%	4.57%	4% (Monthly)	-	4.20%	✓
	<p>We prevented homelessness in 22 cases in Quarter 4 and in 68 cases throughout the year. This is a real terms increase of 19 from the previous year, and is represented as 4.2% of the total number of approaches to the service in the year (above). We have met target and improved on last year's outturn despite the number of approaches going up. Achieving target moving forward into 2022-23 will be a challenge if the number of approaches continues to rise.</p>							
Average number of rough sleepers in the period	4.2	7.4	8.9	1.9	<6 (Monthly)	-	5.63 (Average)	✓

04 Quality Homes and Infrastructure

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
	<p>A count is taken weekly and an average calculated over the reported period. Fewer rough sleepers were reported in Quarter 4 (an average of 1.9 across the three months), largely due to the opening of the winter shelter and the completion of intensive work by the Outreach Service. However the last weekly count at the end of March showed this had increased to 7. Although achieving target for 2021-22, this will be a challenging area for the year ahead as the general trend of rough sleeping appears to be increasing. The official annual street count from 23/24 November was 8. Our outreach team is continuing to work to provide accommodation and long-term support for people who are found to be rough sleeping.</p>							
Average number of households in Bed and Breakfast Accommodation	2.3	1	3	3	0 (Monthly)	11 (Average)	2.3 (Average)	X
	<p>The number of households in B & B was particularly high during 2020/21 due to the significant number of single people placed in temporary accommodation during the lockdown period. During 2021/22, the numbers of placement into B and B have been minimized. Although we would ideally have no households in bed and breakfast, the average for the year reduced from 11 in 2021-22, to 2.3. The Housing Options Team are continuing to work to enable these clients to move into suitable long-term accommodation in the district.</p>							
Average number of households in Temporary Accommodation	29.3	26	27	32	<35 (Monthly)	40 (Average)	29 (Average)	✓
	<p>The number of households in temporary accommodation reduced considerably compared to the numbers seen during 2020/21 (a reduction of 11 on average, over the course of the year). The Housing Options team are continuing to work to enable more clients to move into suitable long-term accommodation in the district. They are also working to prevent homelessness wherever possible and enable households to move into alternative long-term homes rather than move into temporary accommodation.</p>							
Number of units delivered under the Next Steps Accommodation Programme	0	4	0	0	6 (Annual)	-	4 (Total)	X
	<p>A total of 4 units of supported accommodation for people with a history of rough sleeping were provided during 2021/22. No further suitable units were available on the market during the remainder of the year. Work continues to identify 2 further units for purchase during 2022/23.</p>							
Long-term Empty Homes brought back into use	8	7	17	17	70 (Annual)	78 (Total)	49 (Total)	X
	<p>Returning empty homes back into use has proved more difficult over the last 12 months. The vast majority of these projects are completed by private developers. Over the last year, a number of the projects underway have slowed due to labour and materials shortages. There are approximately 50 empty properties currently undergoing improvement work in the district and due complete during 2022/23. A significant number were originally predicted to complete during 2021/22.</p>							

04 Quality Homes and Infrastructure

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Affordable homes delivered by the Council and its partners	27	0	11	6	80 (Annual)	22 (Total)	44 (Total)	X
	54 units expected to be completed in Cheriton and Sellindge during 2021/22 are now due to complete in 2022/23. The units have been delayed due to impacts of the Covid pandemic which impacted on available labour and more recently materials shortages. The two developments combined will deliver 54 affordable homes for rent and shared ownership. There are currently 138 new affordable homes under development on sites in Cheriton, Sellindge, and Folkestone. The majority of these are predicted to complete in 2022/23.							
Affordable homes for low cost home ownership delivered by the Council and its partners	0	0	0	0	32 (Annual)	4 (Total)	0 (Total)	X
	See Commentary Above							
Private sector homes improved as a result of intervention by the Council	54	74	49	110	200 (Annual)	241 (Total)	287 (Total)	✓
Council home new builds and acquisitions started on site	15	0	0	15	20 (Annual)	19 (Total)	30 (Total)	✓
	New homes due for acquisition by the Council during 2022/23, were commenced on sites in Folkestone in both June 2021 and January 2022. A further single property was purchased in New Romney in March 2022, which will shortly be ready for occupation.							
Percentage of properties that meet the decent homes standard	99.97%	99.97%	98.14%	97.69%	99% (Annual)	-	97.69%	X
	The Decent Homes position is now reported to be at 97.69%, with 78 failings out of a total of 3,381 properties. Failings identified through new stock condition surveys undertaken in 2021-22. In previous years our decent homes figures were based on a sample of surveyed properties only. Current results are therefore more reliable, with newly identified failures added to the planned works programme for the coming year.							
%of major planning applications to be determined within statutory period (including any agreed extension of time)	100%	85.7%	83.33%	80%	60% (Quarterly)	90.2% (Average)	87.2% (Average)	✓
%of minor applications to be determined within the statutory period (including any agreed extension of time)	81.94%	89.71%	73.21%	85%	70% (Quarterly)	84.3% (Average)	82.4% (Average)	✓
%of other planning applications to be determined within statutory period (including any agreed extension of time)	89.88%	91.92%	88.07%	95%	85% (Quarterly)	94.2% (Average)	91.2% (Average)	✓

Transparent, Stable, Accountable and Accessible

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Council tax collection	28.55% (Cumulative)	54.81% (Cumulative)	81.98% (Cumulative)	96.3% (Cumulative)	97.3% (Annual)	96.13% (Cumulative)	96.3% (Cumulative)	X
	The ongoing financial impacts of Covid on residents and rising household costs have impacted on ability for Council Tax bills to be paid during the year. The Welfare Team will continue to support residents struggling with their payments and offer advice and support as required.							
Business Rates collection rate	23.82% (Cumulative)	52.03% (Cumulative)	80.68% (Cumulative)	96.81% (Cumulative)	97.5% (Annual)	94.11% (Cumulative)	96.81% (Cumulative)	X
	The pandemic has adversely affected businesses and whilst there was support offered in many cases it wasn't enough and didn't apply to everyone. The team responsible for collection and recovery were all working on business grants throughout the year and therefore the usual level of collection has narrowly been missed.							
Increase take up of My Account and online transactions	14.16%	7.09%	5.8%	5.51%	15% (Annual)	-	32.56% (Cumulative)	✓
	Since the launch of My Account in August 2020 a total of 30,143 customers overall have so far registered for the service take up of 58.04%. In Quarter 4, a total of 2,862 customers have registered, a take up of 5.51%.							
All Freedom of Information / Environmental information Requests to be responded to within the statutory period of (20 working days or lawful extension).	82.38%	70.56%	70.35%*	69.02%	90% (Monthly)	77.6% (Average)	73.1% (Average)	X
	*Figure correction for Quarter 3 – The calculation of response times for FOI and SAR requests was moved on to Salesforce during Quarter 3. A system error resulted in response due dates for FOI requests being calculated incorrectly in the period. The case management team have now resolved the issue and recalculated the affected figures to produce the above figure for Quarter 3. Both Case Management and Information Governance teams have worked during the year to reduce the amount of historic FOI/EIR cases, a large amount of the overdue cases were also responded to in Quarter 4. Further cross training of staff continues to be undertaken to provide greater resilience to this area. In addition, further resource has now been secured for the Case Management team in the form of an additional full time case officer who has started within the team in April 2022.							
All Subject Access Request responses to be provided within the statutory period (1 calendar month or lawful extension).	0%	0%	43.75%	60%	90% (Monthly)	44.3% (Average)	25.9% (Average)	X
	The increase in FOI/EIR caseload had an impact on the ability to obtain the information for SARS and accurately redact them within the compliance period during the first half of the year. In addition performance in this period was hampered by the need to liaise with 3rd parties to check if they have any objections to their data being disclosed. An action plan was put in place to address these issues going forward and to reduce historic caseloads. Performance, although undertarget has shown continued improvement during the second half of the year and all historic SARs have now been responded to by the team.							

Transparent, Stable, Accountable and Accessible

Description	Q1 Actual 2021-22	Q2 Actual 2021-22	Q3 Actual 2021-22	Q4 Actual 2021-22	Target	2020-21 Comparison	2021-22 Summary	Target Met
Percentage of data breaches assessed within 72 hours to decide if it is reportable to the ICO.	100%	100%	100%	100%	100% (Monthly)	-	100% (Average)	✓
Percentage of reportable data breaches that were submitted to the ICO within 72 hours.	100%	100%	100%	100%	100% (Monthly)	-	100% (Average)	✓

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Appendix 3 - Corporate Action Plan - KEY PERFORMANCE INDICATORS Changes 2021-22 vs 2022-23				Time Period	TARGET	Service Area	Notes	Colour Key
POSITIVE COMMUNITY LEADERSHIP								Green - Same as Last Year (2021-22)
Number of new priority play areas improved by the Council	Annual	1 site per year	Estates and Assets					Revision to existing CKPI
Average number of days to process new claims for Housing Benefit from the date complete evidence is received.	Monthly	7	Revenue and Benefits					New CKPI
Average number of days taken to process new claims for Housing Benefit	Monthly	17	Revenue and Benefits				Statutory KPI - The New claims figure for DWP and feeds into the national statistics and targets	Removed for 2022-23
% food premises broadly compliant (equivalent to 3 rating)	Quarterly	95%	Environmental Health and Licensing				Statutory KPI - A measure that the Food Standards Agency use to determine how effective Local Authorities are at food safety regulation	
Number of community safety events held and projects delivered	Annual	10	Community Safety					
A THRIVING ENVIRONMENT								
Retain Green Flags for the Coastal Park, Royal Military Canal, Kingsnorth Gardens and Radnor Park sites	Annual	4	Grounds Maintenance				Amended Target and description to include Kingsnorth Gardens - Total of four green flags.	
Number of enforcement notices served (e.g. Abatement Notices, Community Protection Notices)	Annual	*70 (informal)	Environmental Protection				Change of Target - Legislation rules have changed around enforcement notices resulting in the use of Section 108 no longer being used (known as the request to provide information) As a result, the numbers of enforcement notices served has continued to reduce for two consecutive years, therefore the target has been revised from 100 to 70. The Environmental Protection Officers are trained to educate and inform members of the public to prevent irresponsible behaviour from escalating in the first instance and the use of Community Protection Warnings (CPWs) as an available tool in the first stage of the enforcement process have been responded to well. Details on the number of CPWs issued (see indicator below) are proposed to be included for monitoring in 2022/23 as well to show a breakdown of what is being issued.	
Number of Community Protection Warnings (CPWs) issued	Annual	15	Environmental Protection					
Fixed Penalty Notices issued	Annual	*300 (informal)	Environmental Protection				To be Removed for 2022-23: The proposed new KPIs set out in the two lines below would provide a clearer breakdown on the numbers of fixed penalty notices (FPNs) being issued for high level environmental offences charged at the £300 rate as opposed to low level environmental offences at £100 only. This highlights the additional efforts undertaken to catch high level offenders such as large scale fly-tippers or those who dispose of waste cheaply and do not consider the damage their waste could do to the environment.	
Fixed Penalty Notices issued for Low level Enviro-crime (littering, dog control)	Annual	*300 (informal)	Environmental Protection					
Fixed Penalty Notices issued for High level Enviro-crime (large fly-tipping)	Annual	*25 (informal)	Environmental Protection					
Percentage of street surveyed clear of litter within in the district	Monthly	95%	Waste Services					
Number of community environmental volunteer events supported	Quarterly	15	Local Area Officers					
Number of recorded SOD II interventions completed	Quarterly	1200	Local Area Officers					
Average time for graffiti to be removed from the time of being reported Average time for anti-social or offensive graffiti to be removed from the time of being reported	Quarterly	48 Hrs	Local Area Officers				Revised wording for this KPI. Previous wording in 2021-22 - "Average time for graffiti to be removed from the time of being reported". New wording reflects the priority of the Local Area Officer team to deal with anti social or offensive graffiti .	
Number of new electric vehicle charging points installed within district owned car parks	Annual	2 charging points per car park*	Transportation				*Minimum 2 charging points per car park. The rollout of new EV charging points has commenced in 2021-22 and will continue into the the 2022-23 year.	
Percentage of street lighting within the district converted to LED	Annual	100% completion by March 2023	Estates and Assets					
Number of missed bin collections per 100,000	Monthly	50	Waste Services					
Percentage of household waste recycled	Monthly	50%	Waste Services					
Number of days to remove fly tipped waste on public land once reported	Monthly	3 Days	Waste Services					
Percentage of compliant air quality monitoring sites	Quarterly	100%	Environmental Protection					
Percentage of successful prosecutions (including fly tipping and Littering)	Quarterly	100%	Environmental Protection					
A VIBRANT ECONOMY								
Total Folkestone & Hythe High Streets funds allocated	Annual	100% of the funds allocated	Economic Development					
Number of engagements undertaken by the Folkestone & Hythe Place Panel on projects aimed at improving the public realm of scale or strategic significance.	Annual	3	Planning				Amendment to description fully reflects wording of action plan under the high level section of 'Promote a high quality public realm and built environment.'	
Total funding allocated from the Romney Marsh Business Hub grant support scheme	Annual	70% of available funds allocated in 2022-23	Economic Development				Amended Target - Previously - 50% of available funds allocated in 2021-22.	
Total Amount of business space created at Mountfield Road	Annual	751sqm created	Economic Development				To be Removed for 2022-23 New business space equating to 751sqm has now been successfully delivered.	
Number of Folkestone & Hythe businesses accessing business support and grants from public sector programmes	Annual	10	Economic Development					
Number of businesses or potential entrepreneurs/ new start-ups signposted to support programmes and events to facilitate growth	Annual	50 minimum	Economic Development					
Total funds allocated from the Folkestone Community works Programme	Annual	100% of the allocated funds spent by end of 2022/23	Economic Development				Amended Target - Previously 70% of the allocated funds spent by end of 2021/22	
Number of businesses engaged with in the district to support growth and retention of local people	Annual	12	Economic Development					
QUALITY HOMES AND INFRASTRUCTURE								
Numbers of new homes built within the district	Annual	622 homes - See notes	Strategy, Policy and Performance				Amended target: Annual average of 738 homes over the period 2019/20 to 2036/37 (Stepped target in four phases that has now come into operation following adoption of the Core Strategy Review) The first five years from 2019/20 the target will be 622	
Percentage reduction in homelessness	Annual	5% based on 2020 data	Housing Service					
Number of homelessness approaches (includes Triage, Prevention, Relief & Decision cases)	Monthly	No Target	Housing Service					
Percentage of homelessness approaches closed as 'homelessness prevented'	Monthly	4%	Housing Service					
Average number of rough sleepers in the period	Monthly	<6	Housing Service					
Average number of households in Bed and Breakfast Accommodation	Monthly	0	Housing Service					
Average number of households in Temporary Accommodation	Monthly	<35	Housing Service					
Number of units delivered under the Next Steps Accommodation Programme	Annual	6	Housing Service				To be Removed for 2022-23: This KPI relates to a project that was due to run for one year only and complete during 2021/22. It was intended to secure 6 units of accommodation and support for 6 people with a long-term history of rough sleeping. Due to market conditions and the availability of suitable accommodation, it was only possible to secure 4 units of accommodation. Work will continue in 2022/23 to secure 2 further units of accommodation, but this is reliant on suitable accommodation being available for purchase in the district.	
Long-term Empty Homes brought back into use	Annual	70	Housing Service					
Affordable homes delivered by the Council and its partners	Annual	80	Housing Service					
Affordable homes for low cost home ownership delivered by the Council and its partners	Annual	32	Housing Service					
Private sector homes improved as a result of intervention by the Council	Annual	200	Housing Service					
Council home new builds and acquisitions started on site	Annual	20	Housing Service					
Percentage of properties that meet the decent homes standard	Annual	99%	Housing Service					
% of major planning applications to be determined within statutory period including any agreed extension of time	Quarterly	60%	Development Management					
% of minor applications to be determined within the statutory period including any agreed extension of time	Quarterly	70%	Development Management					
% of other planning applications to be determined within statutory period including any agreed extension of time	Quarterly	85%	Development Management					
TRANSPARENT, STABLE, ACCOUNTABLE & ACCESSIBLE								
Council tax collection	Annual	97.3%	Revenue and Benefits					
Business Rates collection rate	Annual	97.5%	Corporate Debt				Statutory KPI	
Increase take up of MyAccount and online transactions	Annually	15%	Customer Services					
All Freedom of Information / Environmental Information Requests to be responded to within the statutory period of (20 working days or lawful extension).	Monthly	90%	Democratic Services and Information Governance					
All Subject Access Request responses to be provided within the statutory period (1 calendar month or lawful extension).	Monthly	90%	Democratic Services and Information Governance					
Percentage of data breaches assessed within 72 hours to decide if it is reportable to the ICO.	Monthly	100%	Democratic Services and Information Governance					Statutory ICO Timeframe for reporting
Percentage of reportable data breaches that were submitted to the ICO within 72 hours.	Monthly	100%	Democratic Services and Information Governance					Statutory ICO Timeframe for reporting

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Appendix 4 - Corporate Action Plan - KEY PERFORMANCE INDICATORS 2022-23	Time Period	TARGET	Service Area
POSITIVE COMMUNITY LEADERSHIP			
Number of new priority play areas improved by the Council	Annual	1 site per year	Estates and Assets
Average number of days to process new claims for Housing Benefit from the date complete evidence is received.	Monthly	7	Revenue and Benefits
Average number of days taken to process new claims for Housing Benefit	Monthly	17	Revenue and Benefits
% food premises broadly compliant (equivalent to 3 rating)	Quarterly	95%	Environmental Health and Licensing
Number of community safety events held and projects delivered	Annual	10	Community Safety
A THRIVING ENVIRONMENT			
Retain Green Flags for the Coastal Park, Royal Military Canal, Kingsnorth Gardens and Radnor Park sites	Annual	4	Grounds Maintenance
Number of enforcement notices served (e.g. Abatement Notices, Community Protection Notices)	Annual	*70 (informal)	Environmental Protection
Number of Community Protection Warnings (CPWs) issued	Annual	15	Environmental Protection
Fixed Penalty Notices issued for Low level Enviro-crime (littering, dog control)	Annual	*300(informal)	Environmental Protection
Fixed Penalty Notices issued for High level Enviro-crime (large Fly-tipping)	Annual	*25(informal)	Environmental Protection
Percentage of street surveyed clear of litter within in the district	Monthly	95%	Waste Services
Number of community environmental volunteer events supported	Quarterly	15	Local Area Officers
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Average time for anti-social or offensive graffiti to be removed from the time of being reported	Quarterly	48 Hrs	Local Area Officers
Number of new electric vehicle charging points installed within district owned car parks	Annual	2 charging points per car park*	Transportation
Percentage of street lighting within the district converted to LED	Annual	100% completion by March 2023	Estates and Assets
Number of missed bin collections per 100,000	Monthly	50	Waste Services
Percentage of household waste recycled	Monthly	50%	Waste Services
Number of days to remove fly tipped waste on public land once reported	Monthly	3 Days	Waste Services
Percentage of compliant air quality monitoring sites	Quarterly	100%	Environmental Protection
Percentage of successful prosecutions (including fly tipping and Littering)	Quarterly	100%	Environmental Protection
A VIBRANT ECONOMY			
Total Folkestone & Hythe High Streets funds allocated	Annual	100% of the funds allocated	Economic Development
Number of engagements undertaken by the Folkestone & Hythe Place Panel on projects of scale or strategic significance.	Annual	3	Planning
Total funding allocated from the Romney Marsh Business Hub grant support scheme	Annual	70% of available funds allocated in 2022-23	Economic Development
Number of Folkestone & Hythe businesses accessing business support and grants from public sector programmes	Annual	10	Economic Development
Number of businesses or potential entrepreneurs/ new start-ups signposted to support programmes and events to facilitate growth	Annual	50 minimum	Economic Development
Total funds allocated from the Folkestone Community works Programme	Annual	100% of the allocated funds spent by end of 2022/23	Economic Development
Number of businesses engaged with in the district to support growth and retention of local people	Annual	12	Economic Development
QUALITY HOMES AND INFRASTRUCTURE			
Numbers of new homes built within the district	Annual	622 homes	Strategy, Policy and Performance
Percentage reduction in homelessness	Annual	5% based on 2020 data	Housing Service
Number of homelessness approaches (includes Triage, Prevention, Relief & Decision cases)	Monthly	No Target	Housing Service
Percentage of homelessness approaches closed as 'homelessness prevented'	Monthly	4%	Housing Service
Average number of rough sleepers in the period	Monthly	<6	Housing Service
Average number of households in Bed and Breakfast Accommodation	Monthly	0	Housing Service
Average number of households in Temporary Accommodation	Monthly	<35	Housing Service
Long-term Empty Homes brought back into use	Annual	70	Housing Service
Affordable homes delivered by the Council and its partners	Annual	80	Housing Service
Affordable homes for low cost home ownership delivered by the Council and its partners	Annual	32	Housing Service
Private sector homes improved as a result of intervention by the Council	Annual	200	Housing Service
Council home new builds and acquisitions started on site	Annual	20	Housing Service
Percentage of properties that meet the decent homes standard	Annual	99%	Housing Service
% of major planning applications to be determined within statutory period including any agreed extension of time	Quarterly	60%	Development Management
% of minor applications to be determined within the statutory period including any agreed extension of time	Quarterly	70%	Development Management
% of other planning applications to be determined within statutory period including any agreed extension of time	Quarterly	85%	Development Management
TRANSPARENT, STABLE, ACCOUNTABLE & ACCESSIBLE			
Council tax collection	Annual	97.3%	Revenue and Benefits
Business Rates collection rate	Annual	97.5%	Corporate Debt
Increase take up of MyAccount and online transactions	Annually	15%	Customer Services
All Freedom of Information / Environmental information Requests to be responded to within the statutory period of (20 working days or lawful extension).	Monthly	90%	Democratic Services and Information Governance
All Subject Access Request responses to be provided within the statutory period (1 calendar month or lawful extension).	Monthly	90%	Democratic Services and Information Governance
Percentage of data breaches assessed within 72 hours to decide if it is reportable to the ICO.	Monthly	100%	Democratic Services and Information Governance
Percentage of reportable data breaches that were submitted to the ICO within 72 hours.	Monthly	100%	Democratic Services and Information Governance

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This Report will be made public on 8 June 2022



Report Number **C/22/12**

To: Cabinet
Date: 16 June 2022
Status: Non-Key Decision
Head of Service: Charlotte Spendley, Director of Corporate Services
Cabinet Member: Councillor David Monk, Leader and Portfolio Holder for Finance

SUBJECT: GENERAL FUND CAPITAL PROGRAMME OUTTURN 2021/22

SUMMARY: This report summarises the 2021/22 final outturn position (subject to audit) for the General Fund capital programme compared to the latest approved budget. The report also summarises the outturn position for the approved prudential indicators for capital expenditure in 2021/22.

REASONS FOR RECOMMENDATIONS:

- a) Cabinet is asked to agree the recommendations set out below because it needs to be kept informed of the General Fund capital programme position and take appropriate action to deal with any variance from the approved budget.
- b) CIPFA's Prudential Code for Capital Finance requires the actual prudential indicators for the financial year to be reported.

RECOMMENDATIONS:

1. To receive and note Report C/22/12.

1. INTRODUCTION AND BACKGROUND

1.1 This report compares the 2021/22 outturn (subject to audit) for the capital programme to the latest approved budget, agreed by Full Council on 10 February 2022 (minute 57 refers). Specifically, this report;-

- i) provides explanations of the key variances for schemes within the programme between the latest approved profiled budget and the outturn position for 2021/22,
- ii) considers the impact the changes to the overall capital programme will have on the financing resources required to fund it,
- iii) summarises the 2021/22 outturn position for the approved prudential indicators for capital expenditure.

2. 2021/22 FINAL OUTTURN COMPARED TO THE LATEST APPROVED BUDGET

2.1 The total cost and funding of the General Fund capital programme for 2021/22 is £14,738,580 a reduction of £8,067,420 compared to the latest approved budget of £22,806,000. The following table provides a summary of the final outturn for the General Fund capital programme in 2021/22 compared the latest budget. Full details are shown in Appendix 1 to this report. The final outturn figures are consistent with the draft Statement of Accounts and subject to the audit of the accounts.

General Fund Capital Programme 2021/22	Latest Profiled Budget	Provisional Outturn	Variance Budget to Projection
<u>Service Units</u>	£'000	£'000	£'000
Operations	4,516	2,954	(1,562)
Corporate Services	1,416	1,124	(292)
Housing	1,587	1,630	43
Place	14,662	8,965	(5,697)
Governance, Law and Service Delivery	0	22	22
Economic Development	625	44	(581)
Total Capital Expenditure	22,806	14,739	(8,067)
<u>Capital Funding</u>			
Capital Grants	(5,652)	(4,558)	1,094
External Contributions	(1,188)	(1,068)	120
Capital Receipts	(884)	(553)	331
Revenue	(747)	(933)	(186)
Borrowing	(14,335)	(7,627)	6,708
Total Funding	(22,806)	(14,739)	8,067

2.2 The following table summarises the main reasons for the net reduction in the final outturn expenditure compared to the latest budget:

Variances – 2021/22 Latest Profiled Budget to Provisional Outturn			
1	Reprofiling between 2021/22 and 2022/23	£'000	£'000
i)	Area Officer Vans	(30)	
ii)	Biggins Wood Site Land Remediation Works	(120)	
iii)	Electric Vehicle Charging Points	(40)	
iv)	Coast Drive Seafront Development	10	
v)	Coastal Park Play Equipment (FPPG Charity)	(62)	
vi)	Coastal Park Toilet and Concession	(147)	
vii)	East Cliff Landfill Protection (FPPG Charity)	(30)	
viii)	Hawkinge Depot Upgrade	(75)	
ix)	Units 1-5 Learoyd Road New Romney	(196)	
x)	Coast Protection, Coronation Parade Folkestone	(19)	
xi)	Coast Protection - Hythe to Folkestone Beach Management	(42)	
xii)	Public Toilet Enhancement	(94)	
xiii)	Veolia Waste Contract	(29)	
xiv)	Otterpool Park	(5,029)	
xv)	Temporary Accommodation	(107)	
xvi)	Home Safe Loans	(48)	
xvii)	Princes Parade Leisure Centre	(711)	
xviii)	Mountfield Road Employment Land	(478)	
xix)	Community Led Local Development ERDF Capital Projects (externally funded)	(581)	
xx)	Electoral Management System	22	
xxi)	Oportunitas Loan and Share Capital Phase 2	(300)	
xxii)	Ship Street Site Folkestone	(10)	
			(8,115)
2	Overspends		
i)	Lifeline Capitalisation	23	
ii)	Disabled Facilities Grants (externally funded)	203	
iii)	Other small overspends	10	
			235
3	Underspends		
i)	Connect 38 CAT A Works	(5)	
ii)	General Fund Property - Health and Safety Enhancements	(3)	

iii)	Empty Home Initiatives	(5)
iv)	Greatstone dune management & study (externally funded)	(10)
v)	Coronation Parade Annual Monitoring	(4)
vi)	Mountfield Business Hub - land value adjustment	(160)
		(187)
	Total change in overall capital programme for 2021/22	(8,067)

2.3 The outturn for 2021/22 of £14.739m is broadly in line with the previous projected position of £14.546m reported to Cabinet on 26 April 2022 (minute 101 refers) which was based on information at 31 January 2022.

2.4 As highlighted in 2.2 above, the main reason for this significant reduction in the planned capital expenditure for the year is due to the reprofiling of a number of schemes between 2021/22 and 2022/23. Some capital schemes are more difficult to project accurately in terms of the timing of expenditure and, in some cases, the final cost. This is particularly the case with some of the property related initiatives where external factors such as negotiations over price, conveyancing and planning can have an impact on the timing and final cost of a scheme. The Council remains on track to deliver the schemes within its overall approved Medium Term Capital Programme.

3. IMPACT OF PROGRAMME CAPITAL FUNDING RESOURCES

3.1 As summarised in section 2 of this report, the Council has used £7.627m of prudential borrowing towards financing its capital expenditure incurred in 2021/22. The capital financing costs from the borrowing have been included in the Council's future budget projections. The capital schemes in 2021/22 supported by prudential borrowing are:

	£'000
i) Otterpool Park schemes	3,726
ii) Waste Contract Vehicles	1,455
iii) Oportunitas Phase 2 funding	1,040
iv) Temporary Accommodation project	146
v) Princes Parade scheme	1,197
vi) Other schemes	63
Total	7,627

3.2 The council's actual borrowing activity for the financial year will be covered in the Treasury Management Outturn Report for 2021/22 which Cabinet is due to consider later this summer. However, the Prudential Indicators outturn for 2021/22, covered below and in appendix 2 to this report, summarise the council's total debt, including that attributable to the Housing Revenue Account, at 31 March 2022 against its total borrowing need, known as the Capital Financing Requirement.

- 3.3 The £0.933m of revenue resources used to fund capital expenditure in the current financial year, summarised in section 2.1 of the report, is reflected in the General Fund outturn report for 2021/22, due to be considered by Cabinet as part of this agenda.
- 3.4 The latest position regarding the council's available capital receipts to fund capital expenditure is shown in the following table:

General Fund Capital Receipts Position Statement	£'000
Total receipts in hand at 31 March 2022	(9,058)
Less:	
Committed towards General Fund capital expenditure	(2,871)
Committed towards HRA capital expenditure	(4,955)
Ring-fenced for specific purposes	(78)
Contingency for urgent or unforeseen capital expenditure	(500)
Balance available to support new capital expenditure	654

- 3.5 **Flexible Use of Capital Receipts Guidance** – The Department for Levelling Up Housing and Communities (DLUHC) capitalisation direction currently allows local authorities to use capital receipts from non-HRA asset sales to meet one-off revenue costs on schemes designed to reduce future revenue costs and/or transform service delivery. No qualifying expenditure was incurred by the Council during 2021/22 for this, however £0.971m of qualifying capital receipts are held at 31 March 2022 of which £0.549m is committed to be spent in 2022/23 and is reflected in the table at 3.4, above.
- 3.6 Available resources to fund the slippage and reprofiling of capital expenditure to 2022/23, outlined in section 2 of the report, have been ring-fenced to meet this.

4 PRUDENTIAL INDICATORS OUTTURN 2021/22

- 4.1 The Local Government Act 2003 requires the Authority to have regard to the Chartered Institute of Public Finance and Accountancy's *Prudential Code for Capital Finance in Local Authorities* (the Prudential Code) when determining how much money it can afford to borrow. The objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of local authorities are affordable, prudent and sustainable, and that treasury management decisions are taken in accordance with good professional practice. Appendix 2 compares the approved indicators with the outturn position for 2021/22. The actual figures have been taken from or prepared on a consistent basis with the Authority's draft Statement of Accounts. The Authority has complied with all the limits set as part of the approved indicators for 2021/22.

5 CONCLUSIONS

- 5.1 The outturn position for 2021/22 is consistent with the draft Statement of Accounts.

5.2 The main reason for the reduction in expenditure compared to the latest approved budget is due to slippage and reprofiling of expenditure to 2022/23.

5.3 The outturn for the programme requires £10.361m of borrowing to support it.

6 RISK MANAGEMENT ISSUES

6.1 A summary of the perceived risks follows:

Perceived risk	Seriousness	Likelihood	Preventative action
Capital resources not available to meet the cost of the new projects.	High	Low	Capital receipts required have already been realised for the majority of the programme. Schemes subject to future capital resources will only commence once these are realised. Schemes supported by grant funding will only commence once fully approved and committed by the relevant body.
Cost of new projects may exceed the estimate.	High	Medium	Capital monitoring procedures in place allowing prompt early action to be taken to manage the risk effectively.

7. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

7.1 Legal Officer's Comments (NM)

There are no legal implications arising directly out of this report.

7.2 Finance Officer's Comments (LW)

This report has been prepared by Financial Services. There are no further comments to add.

7.3 Diversities and Equalities Implications

The report does not cover a new service or policy or a revision of either and therefore does not require an Equality Impact Assessment.

7.4 Communications (JW)

There are no communications implications arising directly from this report

7.5 Climate Change Implications (OF) [Pilot reporting period]

There are no climate change implications arising directly from this report. It updates Cabinet on this position following decisions taken at Cabinet and Full Council. Climate change implications of the various projects referenced in the report will be assessed as part of the development and implementation phases of those projects through the appropriate decision-making process.

8. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

Councillors with any questions arising out of this report should contact the following officer prior to the meeting

Lee Walker, Capital & Treasury Senior Specialist
Tel: 01303 853593. e-mail :lee.walker@folkestone-hythe.gov.uk

The following background documents have been relied upon in the preparation of this report:

None

Appendices:

Appendix 1 – General Fund Capital Programme 2021/22 Outturn

Appendix 2 – Prudential Indicators Outturn Report 2021/22

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APPENDIX 1 - GENERAL FUND CAPITAL PROGRAMME PROVISIONAL OUTTURN 2021/22

By Head of Service

Item	Scheme	Latest Approved Budget	Provisional Outturn	Variance Budget to Outturn	Comments
		£000	£000	£000	
Andy Blaszkowicz - Director of Operations					
1	General Fund Property - Health and Safety Enhancements	3	0	(3)	Saving
2	Lifeline Capitalisation	50	73	23	Purchase of more lifeline units due to the ongoing issues with some telephone providers and switching to digital.
3	Royal Military Canal Enhancements	10	10	(0)	Re-profiled to 22/23
4	Biggins Wood Site Land Remediation Works	200	80	(120)	Re-profiled to 22/23
5	Ship Street Site Folkestone	50	40	(10)	Preliminary costs. Balance re-profiled to 22/23
6	Area Officer Vans	30	0	(30)	Vehicles within budget have been identified pending suitability checks and obtaining comparable quotes to demonstrate value for money, however now re-profiled to 22/23.
7	Lower Sandgate Rd Beach Huts (FPPG Charity)	47	49	2	Scheme completed. Total scheme cost met by FPPG Charity as a loan from FHDC less £7.5k external contribution received
8	Parking On Street Pay & Display Machines	13	13	(0)	
9	Electric Vehicle Charging Points	40	0	(40)	Re-profiled to 22/23. Awaiting a decision from KCC as to the use of their lamp columns for EV chargepoints. Reviewing options for on-street EV charging in the later part of the calendar year.
10	Coast Drive Seafront Development	0	10	10	Re-profiled from 22/23
11	Coastal Park Play Equipment (FPPG Charity)	62	0	(62)	Re-profiled to 22/23
12	Coastal Park Toilet and Concession	150	3	(147)	Re-profiled to 22/23
13	East Cliff Landfill Protection (FPPG Charity)	30	0	(30)	Re-profiled to 22/23
14	Hawkinge Depot Upgrade	75	0	(75)	Re-profiled to 22/23
15	Units 1-5 Learoyd Road New Romney	200	4	(196)	Re-profiled to 22/23 and works planned for the summer 2022

Item Scheme		Latest Approved Budget	Provisional Outturn	Variance Budget to Outturn	Comments
16	Connect 38 CAT A Works	160	155	(5)	Saving
17	Coast Protection, Coronation Parade Folkestone	30	11	(19)	Re-profiled to 22/23 and met from Environment Agency funding
18	Coast Protection - Greatstone Dunes Management	15	5	(10)	Met from Environment Agency funding
19	Coast Protection - Hythe to Folkestone Beach Management	343	301	(42)	Re-profiled to 22/23 and met from Environment Agency funding
20	Coronation Parade Annual Monitoring	4	0	(4)	Met from Environment Agency funding
21	Public Toilet Enhancement	200	106	(94)	Somerset Road, Folkestone, Station Road, Lyminge and Elham High Street toilets refurbished in 21/22. Balance re-profiled to 22/23 and scheme in progress
22	Princes Parade Leisure Centre	2,804	2,093	(711)	Preparation and site remediation costs re-profiled to 22/23
Total - Director of Operations		4,516	2,954	(1,562)	
<u>Ewan Green - Director of Place</u>					
23	Otterpool Park	9,055	4,026	(5,029)	Budget re-profiled to 22/23, including £5.115m for land and property assembly acquisition costs.
24	Mountfield Road Employment Land	3,490	3,012	(478)	Scheme partly reprofiled to 22/23. Extension of 6 months has been agreed with SELEP Accountability Board.
25	Mountfield Business Hub	633	473	(160)	Scheme delivered. Underspend relates to the estimated value of the Council's land for the site included as part of the overall contribution for the scheme.
26	Veolia Waste Contract	1,484	1,455	(29)	Final vehicle received in January. Balance to re-profile to 2024/25 when further vehicle purchases are planned
Total - Director of Place		14,662	8,965	(5,697)	
<u>Charlotte Spendley - Director of Corporate Services</u>					
27	PC Replacement Programme	16	19	3	Target met
28	Server Replacement Programme	60	65	5	Target met

Item Scheme		Latest Approved Budget	Provisional Outturn	Variance Budget to Outturn	Comments
29	Oportunitas Loan and Share Capital Phase 2	1,340	1,040	(300)	Partly re-profiled to 22/23. Funding to support the acquisition of residential units at the former Royal Victoria Hospital site in Folkestone
Total - Director of Corporate Services		1,416	1,124	(292)	
<u>Amandeep Khroud - Governance, Law and Service Delivery</u>					
30	Electoral Management System	0	22	22	Re-profiled from 22/23
Total - Governance, Law and Service Delivery		0	22	22	
<u>Katharine Harvey - Head of Economic Development</u>					
31	CLLD ERDF Capital Projects	625	44	(581)	Re-profiled to 22/23 and funded entirely from government grant
Total - Head of Economic Development		625	44	(581)	
<u>John Holman - Head of Housing</u>					
32	Temporary Accommodation	527	420	(107)	Acquisition and refurbishment of properties to provide temporary accommodation for homeless households. Balance re-profiled to 22/23.
33	Disabled Facilities Grants	600	803	203	KCC Occupational Therapist Service was held due to Covid restrictions but spend now increasing. DFGs are funded entirely from Government Grant.
34	Home Safe Loans	160	112	(48)	Due to unexpected legal delays the loans will now be processed during 22/23
35	Empty Home Initiatives	300	295	(5)	On target.
Total - Head of Housing		1,587	1,630	43	
TOTAL GENERAL FUND CAPITAL PROGRAMME 2021/22		22,806	14,739	(8,067)	

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Appendix 2

Prudential Indicators Outturn Report 2021/22

Capital Expenditure: The Authority's capital expenditure and financing, including the Housing Revenue Account, is summarised in table 1 below and is consistent with the draft statement of accounts for 2021/22:

Table 1

Capital Expenditure and Funding	2021/22 Estimate £m	2021/22 Actual £m	Difference £m
Capital Expenditure			
General Fund Services	8.361	6.422	(1.939)
Capital Investments	14.445	8.317	(6.128)
HRA	14.605	11.136	(3.469)
Total Expenditure	37.411	25.875	(11.536)
Funded by:			
External Resources	(6.840)	(5.626)	1.214
Internal Resources	(16.236)	(12.622)	3.614
Debt	(14.335)	(7.627)	6.708
Total Funding	(37.411)	(25.875)	11.536

Capital Financing Requirement: The Capital Financing Requirement (CFR) shown in table 2 below, measures the Authority's underlying need to borrow for a capital purpose and the actual position is consistent with the draft statement of accounts for 2020/21:

Table 2

Capital Financing Requirement	31.03.22 Estimate £m	31.03.22 Actual £m	Difference £m
General Fund Services	16.735	15.637	(1.098)
Capital Investments	75.806	70.178	(5.628)
HRA	47.416	47.416	-
Total CFR	139.957	133.231	(6.726)

Gross Debt and the Capital Financing Requirement: In order to ensure that over the medium term debt will only be for a capital purpose, the Authority should ensure that debt does not, except in the short term, exceed the total of capital financing requirement in the

preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years. This is a key indicator of prudence and is shown in table 3 below:

Table 3

Debt and CFR	31.03.22 Estimate £m	Maximum Debt in 2021/22 £m	31.03.22 Actual £m	Difference £m
Total debt	92.9	99.0	97.8	4.9
Capital financing requirement	199.7	199.7	199.7	-
Headroom	(106.8)	(100.7)	(101.9)	4.9

The total debt remained below the CFR during the forecast period.

Operational Boundary for External Debt: The operational boundary is based on the Authority's estimate of most likely (i.e. prudent but not worst case) scenario for external debt. It links directly to the Authority's estimates of capital expenditure, the capital financing requirement and cash flow requirements, and is a key management tool for in-year monitoring. Other long-term liabilities comprise finance lease, Private Finance Initiative and other liabilities that are not borrowing but form part of the Authority's debt. The operational boundary for external debt is shown in table 4 below:

Table 4

Operational Boundary and Total Debt	31.03.22 Boundary £m	Maximum Debt in 2021/22 £m	31.03.22 Actual Debt £m	Complied
Borrowing	140.1	99.0	97.8	✓
Other long-term liabilities	-	-	-	✓
Total Debt	140.1	99.0	97.8	✓

Authorised Limit for External Debt: The authorised limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003. It is the maximum amount of debt that the Authority can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements. The authorised limit for external debt is shown in table 5 below:

Table 5

Authorised Limit and Total Debt	31.03.22 Boundary £m	Maximum Debt in 2021/22 £m	31.03.22 Actual Debt £m	Complied
Borrowing	166.3	99.0	97.8	✓
Other long-term liabilities	-	-	-	✓
Total Debt	166.3	99.0	97.8	✓

Ratio of Financing Costs to Net Revenue Stream: This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs, net of investment income. The ratio of financing costs to net revenue stream is shown in table 6 below:

Table 6

Ratio of Financing Costs to Net Revenue Stream	31.03.22 Estimate %	31.03.22 Actual %	Difference %
General Fund	15.6%	18.9%	3.3%
HRA	29.9%	35.0%	5.1%

The increase to the General Fund ratio is due to a combination of an increase in the revenue funding of capital expenditure required in 2021/22 and a lower than anticipated share of Business Rate income impacting the net revenue stream.

The change to the HRA ratio is mainly due to an increase in the revenue funding of capital expenditure of £1.0m required in 2021/22, reflecting additional expenditure incurred.

Net Income from Service and Commercial Investments to Net Revenue Stream: This indicator shows the net service and commercial investments income as a proportion of the Council's General Fund net revenue stream (income to be met from local taxation). The indicator also shows the same income as a proportion of the Council's General Fund usable reserves. The proportion net service and commercial investment income is shown in table 7 below:

Table 7

Net Income from Service and Commercial Investments to Net Revenue Stream	2021/22 Forecast £m	2021/22 Actual £m
Net income from service investments	0.315	0.329
Net income from commercial investments	1.031	1.102
Total income from service and commercial investments	1.346	1.431
Proportion of net revenue stream	8.92%	10.9%
Proportion of usable reserves	2.86%*	6.28%

*The forecast figure reported in the Capital Strategy 2022/23 report to Full Council on 23 February 2022 (minute 69 refers) was understated. The correct forecast figure for the proportion of General Fund usable reserves is 7.39%.

This Report will be made public on 8 June 2022

Report Number **C/22/11**

To: Cabinet
Date: 16 June 2022
Status: Non-Key Decision
Head of Service: Charlotte Spendley, Director of Corporate Services
Cabinet Members: Councillor David Monk, Leader of the Council and Councillor David Godfrey, Portfolio Holder for Housing, Transport and Special Projects

SUBJECT: HOUSING REVENUE ACCOUNT REVENUE AND CAPITAL FINANCIAL OUTTURN 2021/22

SUMMARY: This report summarises the 2021/22 provisional outturn position (subject to audit) for the HRA revenue expenditure and HRA capital programme compared to both the latest approved budget and quarter 4 projections.

REASONS FOR RECOMMENDATIONS:

Cabinet is asked to agree the recommendations set out below because it is essential they are kept informed of the Housing Revenue Account final 2021/22 position.

RECOMMENDATIONS:

1. To receive and note Report C/22/11.
2. As detailed in paragraph 2.1.4, to carry forward £77k of unspent 2021/22 budget.

INTRODUCTION

- 1.1 This report brings the 2021/22 financial monitoring to a conclusion. It sets out the HRA's financial position at year end (subject to audit) and compares it against the latest approved budget and quarter 4 projections. The report covers both revenue and capital expenditure for last year.
- 1.2 The formal Statement of Accounts for 2021/22 is being audited over July and August and will be submitted to Audit and Governance Committee at their meeting in September for approval.

2. HRA REVENUE AND CAPITAL 2021/22 OUTTURN

2.1 Final Revenue outturn compared to latest approved budget

- 2.1.1 The draft Statement of Accounts 2021/22 reports the following year end position for the HRA. This report however expands further on the detail.

HRA Net Revenue Expenditure 2021/22	Latest Approved Budget 2021/22	Final Outturn 2021/22	Variance
	£000's	£000's	£000's
Income	(15,831)	(18,569)	(2,738)
Expenditure	12,943	20,063	7,120
HRA Share of Corporate Costs	175	159	(16)
Net Cost of HRA Services	(2,713)	1,653	4,366
Interest Payable/Receivable	1,623	1,000	(623)
HRA Surplus/Deficit	(1,090)	2,653	3,743
Other items of Income & Expenditure	(295)	(4,832)	(4,537)
Revenue Contribution to Capital	5,938	4,287	(1,651)
Decrease/(Increase) to HRA Reserve	4,553	2,108	(2,445)

- 2.1.2 The above table shows that the final position reflects a favourable movement in financial terms of £2.4m compared to the latest approved budget.
- 2.1.3 The 'Income' line shows a favourable variance of (£2.7m) of which (£2.0m) relates to HRA Decarbonisation capital grant funding received in year. This has been reversed out through the 'Other Items of Income and Expenditure' line so that the grant funding can be applied in future years when expenditure is incurred. The 'Expenditure' line shows an adverse variance of £7.1m of which £6.5m relates to impairment and revaluation losses relating to council dwellings, however these entries are reversed out

in accordance with accounting policies through the 'Other Items of Income and Expenditure' line. The net movement of these two entries is £4.5m which is offset by the favourable variance of (£4.5m) shown against 'Other Items of Income and Expenditure'.

2.1.4 The provisional carry forward of £77k is for Feasibility Studies in relation to HRA New Build projects, this has been approved by the Section 151 officer.

2.1.5 The main reasons for the £2.4m underspend compared to the latest approved budget, are as follows:

HRA Net Revenue Expenditure

	Variance £000's
Revenue contribution to capital expenditure (see 2.1.6 below)	(1,651)
Dwelling rents (see 2.1.7 below)	(815)
Bad debt provision (see 2.1.8 below)	(237)
Repairs and maintenance (see 2.1.9 below)	(222)
Pension costs (see 2.1.10 below)	438
Other net variances	42
Final year end movement compared to latest approved budget	<u>(2,445)</u>

2.1.6 The decrease in revenue contribution relates to an underspend on the new build/acquisition programme in year. These schemes are now planned to commence in 2022/23 and will be funded from future years' budgets. The amount of revenue contribution to capital will change from year to year depending on the profile of the new build/acquisitions programme.

2.1.7 The projection for rental income anticipated a 5% reduction due to Covid-19 based on the latest data, however this did not materialise during the financial year and overall collection rates were higher than anticipated.

2.1.8 The decrease in bad debt provision is due an incorrect balance used for 2020/21, therefore, an adjustment has been made in 2021/22 to correct.

2.1.9 The decrease in repairs and maintenance is largely due to an underspend on planned maintenance in relation to windows servicing and the demand for asbestos removal being lower than anticipated.

2.1.10 The increase in pension costs relates to higher employer contributions following the transfer of housing staff into the pension scheme.

2.2 Final Revenue outturn compared to quarter 4 projections

2.2.1 The table below shows that the final position is £950k worse than the quarter 4 projections.

HRA Net Revenue Expenditure 2021/22	Qtr 4 Projection 2021/22	Final Outturn 2021/22	Variance
	£000's	£000's	£000's
Income	(16,523)	(18,569)	(2,046)
Expenditure	13,007	20,063	7,056
HRA Share of Corporate Costs	175	159	(16)
Net Cost of HRA Services	(3,341)	1,653	4,994
Interest Payable/Receivable	1,616	1,000	(616)
HRA Surplus/Deficit	(1,725)	2,653	4,378
Other items of Income & Expenditure	(295)	(4,832)	(4,537)
Revenue Contribution to Capital	3,178	4,287	1,109
Decrease/(Increase) to HRA Reserve	1,158	2,108	950

2.2 The main reasons for the £950k variance compared to quarter 4 projection, are as follows:

HRA Net Revenue Expenditure

	Variance £000's
Revenue contribution to capital expenditure (see 2.2.1 below)	1,109
Pension related costs (see 2.1.10 above)	438
Bad debt provision (see 2.1.8 above)	(236)
Depreciation costs (see 2.2.2 below)	(227)
Repairs and maintenance (see 2.1.9 above)	(109)
Other net variances	(25)
Final year end movement compared to Qtr 4 Projection	950

2.2.1 The revenue contribution to capital was higher than projected at quarter 4 based on final capital expenditure.

2.2.2 The decrease in depreciation costs relates to decreases in depreciation on dwellings.

Impairment and revaluation gains/losses relating to council dwellings, including a statutory adjustment required for Social Housing stock value is included in the 'Expenditure' line above. These entries are reversed out through the 'Other Items of Expenditure and Income' line in accordance with accounting policies so there is no net impact on the HRA surplus.

2.3 Final Capital outturn compared to latest approved budget

2.3.1 The table below shows that the final position on the HRA Capital programme is £3.5m less than the latest approved budget.

HRA Capital Programme 2021/22	Latest Approved Budget 2021/22	Final Outturn 2021/22	Variance
	£000's	£000's	£000's
HRA Capital programme	14,605	11,136	(3,469)

2.3.2 The main reasons for the £3.5m variance compared to the latest approved budget, are as follows:

HRA Capital Programme

	Variance £000's
New Build/Acquisitions programme (see 2.3.3 below)	(3,597)
Void Capital Works (see 2.3.4 below)	(138)
Fire Protection Works (see 2.3.5 below)	557
Re-roofing (see 2.3.6 below)	199
Other net variances (see 2.3.7 below)	(490)
Final year end movement compared to latest approved budget	(3,469)

2.3.3 The decrease in new build/acquisition expenditure relates to an underspend on the current year's planned programme due to delays in sites being ready for works to commence. These schemes have been re-profiled and works on site are now due to commence in 2022/23 for Highview and Biggins Wood.

7 acquisitions were made in 2021/22 for affordable rent.

2.3.4 The underspend in void capital works is due to an over accrual for works in 2020/21 which has reduced the appearance of the actual spend in 2021/22 of £308k.

2.3.5 The increase in fire protection works is largely due to essential Health & Safety Fire precaution works at Bradford Court, Mittel Court, Nailbourne Court and Stephen Court.

2.3.6 The increase in re-roofing is due to Prescott House requiring urgent works which was not within the planned programme of works.

2.3.7 The other net variances which total an underspend of £490k are across various capital programmes and relate to delays in works being completed in the first half of the year due to workforce shortages within Mears and

access problems due to the pandemic, reduced number of properties requiring works and delays in procurement contracts.

2.4 Final Capital outturn compared to quarter 4 projections

2.4.1 The table below shows that the final position on the HRA Capital programme is £818k more than the quarter 4 projection.

HRA Capital Programme 2021/22	Qtr 4 Projection 2021/22	Final Outturn 2021/22	Variance
	£000's	£000's	£000's
HRA Capital programme	10,318	11,136	818

2.4.2 The main reasons for the £818k variance compared to the quarter 4 projections, are as follows:

HRA Capital Programme	Variance £000's
New Build/Acquisitions programme	(142)
Fire Protection Works	557
Re-roofing	199
Enhanced Capital Programme	174
Other net variances	30
Final year end movement compared to Qtr 4 Projection	818

3. CONCLUSION

3.1 The final position reflects a favourable movement in financial terms for the HRA Reserve of £2.4m compared to the latest approved budget.

3.2 The financial results are subject to audit.

4. RISK MANAGEMENT ISSUES

4.1 A summary of the perceived risks follows:

Perceived risk	Seriousness	Likelihood	Preventative action
Capital receipts (including right to buy sales) do not materialise	Medium	Low	The capital programme uses realised capital receipts only.
Insufficient capacity to manage delayed expenditure along with new year programme	Medium	Medium	The 2022/23 capital programme will need to continue to be reviewed to take

			account of the capacity to manage the programme including the slippage from 2021/22.
Significant amendments having to be made to the financial results following audit.	Medium	Low	The formal accounts have been prepared in accordance with professional standards and best accounting practice.

5. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

5.1 Legal Officer's Comments (NM)

There are no legal implications arising from this report.

5.2 Finance Officer's Comments (LW)

This report has been prepared by Financial Services. There are therefore no further comments to add.

5.3 Diversities and Equalities Implications (DA)

The report does not cover a new service/policy or a revision of an existing service or policy therefore does not require an EIA.

6. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

Councillors with any questions arising out of this report should contact the following officer prior to the meeting

Cheryl Ireland, Chief Financial Services Officer

Tel: 01303 853213

Email: cheryl.ireland@folkestone-hythe.gov.uk

The following background documents have been relied upon in the preparation of this report:

Budget projection working papers

Appendices:

Appendix 1 Housing Revenue Account revenue budget outturn report

Appendix 2 Housing Revenue Account capital programme outturn report

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HRA REVENUE OUTTURN POSITION 2021/22

Actual 2020/21 £	<u>HOUSING REVENUE ACCOUNT</u>	Latest Budget 2021/22 £	Actuals 2021/22 £	Variance £	Quarter 4 Projections £	Variance to Qtr 4 £
	<u>INCOME</u>					
14,944,128	Dwelling rents	14,415,750	15,230,322	814,572	15,219,500	10,822
279,139	Non-dwelling rents	342,380	280,228	(62,152)	285,350	(5,122)
1,048,989	Other charges for services and facilities	1,020,170	1,016,680	(3,490)	965,890	50,790
52,200	Contributions from general fund	52,200	52,200	0	52,200	0
0	Capital Grants & Contributions	0	1,989,090	1,989,090	0	1,989,090
16,324,456	TOTAL INCOME	15,830,500	18,568,520	2,738,020	16,522,940	2,045,580
	<u>EXPENDITURE</u>					
3,826,666	Repairs and maintenance	4,180,420	3,958,821	(221,599)	4,067,520	(108,699)
10,291,734	Supervision and management	5,876,310	6,898,013	1,021,703	6,053,930	844,084
21,071	Rents, rates & taxes	21,750	20,085	(1,665)	21,750	(1,665)
95,063	Decrease provision for bad or doubtful debts	200,000	(36,549)	(236,549)	200,000	(236,549)
	<u>Capital Financing Costs</u>					
6,886,853	Depreciation charges	2,643,000	10,667,835	8,024,835	2,643,000	8,024,835
1,828,248	Exceptional Item Impairment	0	(1,468,846)	(1,468,846)	0	(1,468,846)
24,940	Debt management expenses	21,310	24,110	2,800	21,310	2,800
22,974,574	TOTAL EXPENDITURE	12,942,790	20,063,469	7,120,679	13,007,510	7,055,959
6,650,118	NET COST OF SERVICES	(2,887,710)	1,494,949	4,382,659	(3,515,430)	5,010,379
156,120	HRA Services Share of Corporate & Democratic Core	175,000	159,326	(15,674)	175,000	(15,674)
6,806,238	NET COST OF HRA SERVICES	(2,712,710)	1,654,275	4,366,985	(3,340,430)	4,994,705
(277,255)	(Gain)/Loss on Sale of HRA fixed Assets	0	(761,712)	(761,712)	0	(761,712)
1,546,681	Loan charges - Interest	1,573,000	1,519,711	(53,289)	1,521,000	(1,289)
	<u>Investment Income</u>					
(18,392)	Interest on notional cash balances	(50,000)	(13,394)	36,606	(5,000)	(8,394)
164,000	Pensions Interest Cost and Expected Return on Assets	100,000	255,000	155,000	100,000	155,000
8,221,273	NET OPERATING INCOME	(1,089,710)	2,653,880	3,743,590	(1,724,430)	4,378,310
(6,132,657)	Any other item of income & expenditure	0	(4,794,182)	(4,794,182)	0	(4,794,182)
0	Amounts charged to income & exp. for premiums & discounts	0	0	0	0	0
277,255	Gain/(Loss) on Sale of HRA fixed Assets	0	761,712	761,712	0	761,712
0	Repayment of Debt	0	0	0	0	0
2,965,932	Revenue Contribution to Capital Expenditure	5,937,880	4,286,732	(1,651,148)	3,178,000	1,108,732
(4,894,000)	Net charges made for retirement benefits	(295,000)	(800,000)	(505,000)	(295,000)	(505,000)
0	Transfer to/(from) Major Repairs Reserve	0	0	0	0	0
437,802	TOTAL DEFICIT/(SURPLUS) FOR YEAR	4,553,170	2,108,142	(2,445,028)	1,158,570	949,572
12,474,698	Balance as at 1st April	12,036,896	12,036,896		12,036,896	
12,036,896	Balance as at 31st March	7,483,726	9,928,754		10,878,326	

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HRA CAPITAL OUTTURN POSITION 2021/22

Actual 2020/21 £	<u>HRA CAPITAL PROGRAMME</u>	Latest Budget 2021/22 £	Outturn 2021/22 £	Variance 2021/22 £		Qtr 4 Projections £	Variance to Qtr 4 £
	<u>EXPENDITURE</u>						
	<u>MAJOR REPAIR & IMPROVEMENT</u>						
	<u>Decent Homes Standard</u>						
484,700	Fire Protection Works	700,000	1,256,962	556,962		700,000	556,962
302,405	Replacement Windows and Doors	540,000	495,893	(44,107)		478,301	17,592
699,782	Re-roofing	800,000	998,850	198,850		800,000	198,850
529,903	Heating Improvements	679,330	621,860	(57,470)		649,330	(27,470)
119,655	Kitchen Replacement	410,000	341,214	(68,786)		309,319	31,895
134,848	Bathroom Improvements	250,000	250,000	0		250,000	0
428,816	Voids Capital Works	300,000	161,578	(138,422)		150,000	11,578
331,653	External Enveloping	330,000	323,961	(6,039)		320,000	3,961
502,060	Rewiring	485,000	389,907	(95,093)		380,000	9,907
6,555	Contract Specification	20,000	0	(20,000)		2,000	(2,000)
0	Enhanced Capital Programme	2,500,000	2,473,929	(26,071)		2,300,000	173,929
3,540,376	Sub-Total	7,014,330	7,314,153	299,823		6,338,950	975,203
	<u>Non Decent Homes Standard</u>						
2,503	Treatment Works	10,000	10,000	0		10,000	0
334,506	Disabled Adaptations	565,000	529,816	(35,184)		450,000	79,816
66,669	Cyclical Sheltered	80,000	80,000	0		80,000	0
(9,362)	Garages Improvements	150,000	65,145	(84,855)		150,000	(84,855)
20,000	Lift Replacement	60,000	10,849	(49,151)		11,000	(151)
10,450	Thermal Insulations	120,000	110,737	(9,263)		120,000	(9,263)
424,766	Sub-Total	985,000	806,549	(178,451)		821,000	(14,451)
	<u>Environment/Estate Improvement</u>						
3,470	Environmental Works	25,000	15,334	(9,666)		25,000	(9,666)
11,198	New Paths	50,000	50,450	450		50,000	450
14,235	Play Areas	10,000	9,993	(7)		2,000	7,993
28,903	Sub-Total	85,000	75,777	(9,223)		77,000	(1,223)
	<u>OTHER SCHEMES</u>						
3,988,123	New Builds/Acquisitions	6,520,790	2,923,521	(3,597,269)		3,065,280	(141,759)
145,342	EKH Single System	0	15,938	15,938		16,000	(63)
4,133,465	Sub-Total	6,520,790	2,939,458	(3,581,332)		3,081,280	(141,822)
8,127,511	TOTAL EXPENDITURE	14,605,120	11,135,937	(3,469,183)		10,318,230	817,707
	<u>FINANCING</u>						
1,141,636	1-4-1 Capital Receipts	2,608,316	1,169,408	(1,438,908)		1,226,112	(56,704)
54,801	HRA Capital Receipts	0	0	0		0	0
3,965,142	Major Repairs Allowance	5,914,000	5,679,797	(234,203)		5,914,000	(234,203)
2,965,932	Revenue Contribution	6,082,804	4,286,732	(1,796,072)		3,178,118	1,108,614
8,127,511	TOTAL FINANCING	14,605,120	11,135,937	(3,469,183)		10,318,230	817,707
0	SURPLUS C/FWD	0	0	0		0	0

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This Report will be made
public on 8 June 2022

Report Number **C/22/10**

To: Cabinet
Date: 16 June 2022
Status: Non-Key Decision
Head of Service: Charlotte Spendley – Director Corporate Services
Cabinet Member: Councillor David Monk, Leader

SUBJECT: GENERAL FUND REVENUE 2021/22 PROVISIONAL OUTTURN

SUMMARY: This report summarises the 2021/22 final outturn position (subject to audit) for the General Fund revenue expenditure compared to both the latest approved budget and quarter 4 projections.

REASONS FOR RECOMMENDATIONS:

Cabinet is asked to agree the recommendations set out below because Cabinet needs to be informed of the council's General Fund revenue 2021/22 final outturn position.

RECOMMENDATIONS:

1. To receive and note Report C/22/10.
2. As detailed in paragraph 2.4, to allocate £1,049k of unspent 2021/22 budgets to the Carry Forward Reserve.

1. INTRODUCTION

- 1.1 This report brings the 2021/22 financial monitoring to a conclusion. It sets out the General Fund's financial position at year end (subject to audit) and compares it against the latest approved budget and the projected outturn position at quarter 4.
- 1.2 The Statement of Accounts for 2021/22 will be audited during July and August and the audited set will be submitted to Audit and Governance Committee at its September meeting for approval.

2. GENERAL FUND OUTTURN 2021/22

- 2.1 The draft Statement of Accounts 2021/22 reports the following year end position. This report however expands further on the detail.
- 2.2 The final outturn shows a net deficit for the year of £1.4m against the latest approved budgeted deficit of £6.3m. This represents a favourable variance of £4.9m compared to the latest approved 2021/22 budget.
- 2.3 It is important to note that this deficit position includes a net transfer from earmarked reserves of (£3.3m) which relates to the Collection Fund and the required accounting entries to comply with Collection Fund accounting regulations. It relates to the additional Covid reliefs awarded by the Government in 2020/21 and 2021/22 to businesses impacted by the pandemic. Due to the timing of Collection Fund accounting, the awarding of these reliefs result in a deficit to the General Fund in the subsequent year. An amount of £5.8m was set aside in earmarked reserves at the end of 2020/21 to offset the impact to the General Fund in 2021/22 and (£5.6m) has been drawn down. At the end of 2021/22 an amount of £2.3m has been set aside to offset the anticipated adverse impact on the General Fund in 2022/23.
- 2.4 Excluding this amount the outturn position is a deficit of £4.7m, which is an underspend of (£1.6m). This is (£1.5m) higher than the projected underspend reported at quarter 4 with the main reasons for the movement being (£552k) net Disabled Facilities Grant funding received, (£347k) lower interest payable due to delays in planned capital expenditure to be met from borrowing, (£304k) additional parking income received and (£240k) net Garden Communities funding received to offset expenditure on Otterpool Park.
- 2.5 A more detailed explanation of the final outturn is set out in the following paragraphs. After all statutory accounting adjustments have been made at year-end, which are not included in management reporting, there is a surplus on the General Fund of £1.9m which will be transferred to the General Reserve where it will be available for use to support expected future expenditure pressures. The General Reserve balance at the end of 2021/22 is anticipated to be £5.7m.
- 2.6 When the 2021/22 budget was set it was agreed to utilise £496k of earmarked reserves (£250k from the Climate Change Reserve and £246k

from the Corporate Initiatives Reserve) to bridge the budget gap. Given the outturn position is favourable compared to the latest budget, there has not been a requirement to utilise the earmarked reserves for this purpose and so the funds remain within the respective reserves.

- 2.7 The provisional carry forwards are £1,049k which were approved by the Section 151 Officer as budgeted revenue expenditure relating to 2021/22 to be carried forward to 2022/23. Recommendation 2 of this report seeks confirmation of this position, and appendix 1 outlines the proposed carry forwards by service area.
- 2.8 Section 3 of the report compares the outturn to the projected outturn at quarter 4 as reported to Cabinet in April 2022. The outturn for the General Fund Revenue in 2021/22 compared to the latest budget is summarised below:

General Fund Net Cost of Services	Latest Approved Budget	Outturn	Variance
	£'000	£'000	£'000
Finance, Strategy & Corporate Services	6,253	5,777	(476)
Human Resources	571	634	63
Governance & Law	2,459	2,396	(63)
Leadership Support	908	904	(4)
Place	6,627	5,654	(973)
Economic Development	1,673	1,078	(595)
Planning	255	178	(77)
Operations	2,669	2,487	(182)
Strategic Development	55	(215)	(270)
Housing	3,349	2,048	(1,301)
Transition & Transformation	-	(8)	(8)
Sub-Total - Heads of Service	24,819	20,933	(3,886)
Unallocated Net Employee Costs	(609)	-	609
Total – Heads of Service	24,210	20,933	(3,277)
Internal Drainage Board Levies	484	483	(1)
Interest Payable and Similar Charges	739	240	(499)
Interest and Investment Income	(754)	(2,057)	(1,303)
New Homes Bonus Grant	(836)	(836)	-
Other Non-Service Related Government Grants	(1,971)	(5,248)	(3,277)
Town and Parish Precepts	2,594	2,594	-
Minimum Revenue Provision	886	1,211	325
Capital Expenditure Financed from Revenue	1,280	933	(347)
NET REVENUE EXPENDITURE BEFORE USE OF RESERVES	26,632	18,253	(8,379)
Net Transfers to/from Earmarked Reserves	(3,376)	(2,322)	1,054
TOTAL TO BE MET BY TAXPAYERS	23,256	15,931	(7,325)
Transfer to/from(-) the Collection Fund	67	-	(67)
Business Rates Income	(3,905)	(1,194)	2,711
Demand on the Collection Fund	(13,128)	(13,370)	(242)
SURPLUS(-)/DEFICIT FOR THE YEAR	6,290	1,367	(4,923)

2.9 The main variations are shown and explained in more detail below.

	£'000
Administration budgets	124
Finance, Strategy & Corporate Services	
Corporate Management	(214)
General Grants	(167)
Covid-19	(153)
Place	
Recycling and Waste	(400)
Cleansing	(188)
Hythe Swimming Pool	(98)
Economic Development	
High Street Innovation Fund	(784)
Corporate Investment Initiatives	(126)
Operations	
Connect 38	819
On-Street Parking Enforcement	(243)
Off-Street Parking	(239)
Civic Centre	(236)
Folca	(109)
Housing	
Renovation Loans	(552)
Homelessness (Grant Funded Exp)	(372)
FHDC Temporary Accommodation	(105)
Other small variations	(234)
Total - Heads of Service	(3,277)

2.9.1 Administration Budgets

This represents variances across all service areas within the administration budgets mainly relating to staffing costs. This position is net of the agreed vacancy factor amount budgeted for each year.

2.9.2 Finance, Strategy & Corporate Services

Corporate Management - This variance largely relates to unspent budget which is proposed to be utilised through a carry forward to invest in future apprenticeships for the authority (£185k). Redmond review implementation funding (£24k).

General Grants - The council has been allocated additional government funding in respect of Napier Barracks, which will be deployed for community activities and has been allocated to an earmarked reserve to enable its use over time.

Covid-19 – due to the Covid-19 pandemic the Council has received various grants to cover a wide variety of costs. These include payments to Community Hubs, any impact on homelessness and the loss of income from sales, fees and charges. The grants aim to offset these cost pressures however, these will occur within various other service areas.

2.9.3 Place

Recycling and Waste - Additional income received for garden waste subscriptions (£36k). KCC Performance payment, previously Enablement Grant (£119k). Lower contract recharge (£245k).

Cleansing - Lower waste contract recharge.

Hythe Swimming Pool – Actual income received was more than budgeted (£65k). Underspend on staffing budgets (£12k). Professional advice & fees not required (£13k).

2.9.4 Economic Development

High Street Innovation Fund – Budget variance related to High Street funding not being fully utilised in year due to the ongoing impact of the pandemic, however the scheme continues to be delivered in 2022/23 and the remaining funds are to be carried forward. Funded from the High Street Regeneration Reserve.

Corporate Investment Initiatives - DLUHC Levelling Up funding to be used towards Folkestone Town Centre Projects during 22/23.

2.9.5 Operations

Connect 38 - Reclassification of commercial property income as investment income £833k offset below the line in Interest and Investment Income. Lower rental income than budgeted £71k, partly offset by income relating to property alteration (£23k) and net service charge costs (£62k).

On-street Parking Enforcement - Increase in parking income (£302k) off-set by an increase in the use of RingGo resulting in higher processing fees £17k, New Parking Zone implemented resulting in extra costs for new signage and virtual permit checks £28k.

Off-Street parking - Increase in parking income (£374k) off-set by an increase in the use of RingGo resulting in higher processing fees £131k.

Civic Centre - Reduction of maintenance costs (£19k) and unused Customer Access Point budget (£217k) carried forward for use in 2022/23.

Folca - The underspend is largely due to no Business Rates costs (£169k). Utility costs of £175k partly off-set by income from NHS (£119k).

2.9.6 Housing

Renovation Loans - net Disabled Facilities Grant funding received in year.

Homelessness - Additional grant income received throughout the year including Prevention Grant and Extension; Rough Sleeping Protect & Vaccinate. Unused grant income has been moved to an earmarked reserve and will be used in 22/23.

Temporary Accommodation - Increase in income of (£81k) relating to an increase in Housing Benefit payments and a reduction in maintenance and cleaning costs (£27k).

2.10 Further variances below the heads of service total are shown below.

2.10.1 Interest Payable and Similar Charges

The (£499k) favourable variance relates to delays to planned capital expenditure to be met from borrowing and interest rates lower than originally estimated.

2.10.2 Interest and Investment Income

The favourable variance of (£1.3m), largely relates to the reclassification of commercial property income from property holding accounts (mainly Connect 38).

2.10.3 Other Non-Service related Government Grants

Increased s31 grant was received to compensate for extended Covid business rates reliefs (£2.8m). 21/22 Covid grant funding (£691k).

2.9.4 Minimum Revenue Provision

MRP for borrowing to fund the new waste contract fleet offset by a net reduction to the waste contract charge.

2.10.5 Capital Financed from Revenue

There was an underspend of (£347k) capital expenditure funded from revenue in-year compared to budget. This is the net impact of the General Fund capital programme being re-profiled to 2022/23.

2.10.6 Movement in Earmarked Reserves

The table below sets out the various Earmarked Reserves that the council holds and shows the movement in year to be £4.6m.

The Carry Forward reserve includes £1,049k which was approved by the Section 151 Officer as budgeted revenue expenditure relating to 2021/22 to be carried forward to 2021/22 and will be endorsed through the approval of recommendation 2 of this report.

The main reasons for the £1.1m variance are (£5.6m) use of Covid reserves deployed to offset the Collection Fund deficit deferred from 20/21, £2.3m of s31 grants received in 2021/22 for Covid business rates reliefs transferred to reserves to offset the Business Rates deficit in 2022/23 (due to timing of Collection Fund accounting), £1.1m funding for Biggins Wood capital projects deferred to 2022/23, £1.3m unspent grants relating to Covid and Homelessness transferred to reserves for use in 2022/23, £877k net addition to carry forward reserve, £669k Business Rates pool benefit (subject to final reconciliation by the Pool Lead) transferred to reserves, £496k budgeted use of reserves to bridge the 2021/22 budget gap not required, £265k unused High Street reserve carried forward, and (£410k) funding of capital expenditure on Mountfield Rd Industrial Estate.

Based on the outturn as at 31 March 2022 the council's net movements in earmarked reserves were:

Reserve	Balance at 1/4/2021	Latest Budget	Movement	Outturn Variance	Balance at 31/3/2022
	£'000	£'000	£'000	£'000	£'000
Earmarked					
Business Rates	2,723	225	(61)	(286)	2,662
Leisure Reserve	547	(100)	(100)	0	447
Carry Forwards	691	(212)	665	877	1,356
VET Reserve	283	(66)	4	70	287
Maintenance of Graves	12	0	0	0	12
New Homes Bonus (NHB)	2,341	(344)	(344)	0	1,997
Corporate Initiatives	598	(305)	362	667	960
IFRS Reserve	8	(2)	(3)	(1)	5
Economic Development	1,991	(1,225)	(6)	1,219	1,985
Community Led Housing	365	(55)	(55)	0	310
Lydd Airport	9	0	0	0	9
Homelessness Prevention	488	98	470	372	958
High Street Regeneration	2,070	(1,010)	(495)	515	1,575
Climate Change	4,946	(306)	(66)	240	4,880
Covid Recovery	6,501	(74)	(2,693)	(2,619)	3,808
Total Earmarked Reserves	23,573	(3,376)	(2,322)	1,054	21,251

2.10.7 Business Rates Income

The reduction of £2.7m in Business Rates income is largely due to £3.1m of increased reliefs being awarded due to Covid (which are compensated via the additional s31 grants shown against Non-Service Related Government Grants), offset by (£669k) higher pool benefit than budgeted (subject to final reconciliation by the Pool Lead).

2.11 Corporate Priorities

As part of the 2019/20 Qtr 3 budget monitoring report that went to Cabinet in January 2020 it was agreed to utilise up to £400k of the projected underspend to provide interim capacity for the delivery of agreed Corporate Priorities. The funding was allocated to an earmarked reserve for future use. In order to be met from the available resources the funds were to be spent only on one off items and would not have any recurring financial impact. To date, £156k has been spent and the following initiatives and projects are currently proposed to be implemented in 2022/23:

	£'000
Heritage enhancements	39
Pesticide motion	30
Development of new ED Strategy	41
Lifeline Strategy	2
Total	112

3 GENERAL FUND OUTTURN 2021/22 COMPARED TO PROJECTED OUTTURN

3.1 This section compares the final outturn to the projected outturn at quarter 4 as reported to Cabinet in April 2022.

General Fund Net Cost of Services	Projected Outturn @ Qtr 4	Outturn	Variance
	£000	£000	£000
Finance, Strategy & Corporate Services	7,000	5,777	(1,223)
Human Resources	662	634	(28)
Governance & Law	2,595	2,396	(199)
Leadership Support	911	904	(7)
Place	6,171	5,654	(517)
Economic Development	1,680	1,078	(602)
Planning	263	178	(85)
Operations	2,074	2,487	413
Strategic Development	43	(215)	(258)
Housing	3,051	2,048	(1,003)
Transition & Transformation	-	(8)	(8)
Total - Heads of Service	24,450	20,933	(3,517)

3.1.1 The major reasons for the variance at 'Total - Heads of Service' level are as follows:

	£'000
Administration budgets	(571)
Finance, Strategy & Corporate Services	
Corporate Management – Unspent budget relating to Corporate Priorities	(379)

Housing Benefits – Higher subsidy together with an increase in recovery overpayments.	(266)
Covid-19 grants.	(159)
Place	
Recycling and Waste - Lower contract recharge plus KCC Waste Performance income.	(419)
Economic Development	
High Street Innovation Fund - Unused High Street funding.	(765)
Operations	
Connect 38 - Income reclassified as investment income.	866
Civic Centre - Customer Access Point budget to be spent in 22/23.	(221)
Off-Street Parking - Significant income received at the end of 21-22.	(169)
On-Street Parking Enforcement - Significant income received at the end of 21-22.	(135)
Strategic Development	
Otterpool Developer - Garden Communities funding.	(240)
Housing	
Renovation Grants - net Disabled Facilities Grant funding received.	(552)
Homelessness - Grant income to be used in 22/23.	(359)
Other small variations.	(148)
Total - Heads of Service	(3,517)

3.1.2 The income relating to Connect 38 is shown below the line in Interest and Investment Income so the adverse variance shown above does not impact the contribution to the general reserve.

4. RISK MANAGEMENT ISSUES

4.1 A summary of the perceived risks follows:

Perceived risk	Seriousness	Likelihood	Preventative action
Significant amendments having to be made to the financial results following audit.	Medium	Low	The formal accounts have been prepared in accordance with professional standards and best accounting practice.

5. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

5.1 Legal Officer's Comments (NM)

There are no legal implications arising directly out of this report.

5.2 Finance Officer's Comments (LK)

This report has been prepared by Financial Services. There are therefore no further comments to add.

5.3 Diversities and Equalities Implications

The report does not cover a new service/policy or a revision of an existing service/policy and therefore does not require an Equity Impact Assessment.

5.4 Communication Officer's Comments (KA)

There are no significant communications implications arising directly out of this report.

5.5 Climate Change Implications (AT) [Pilot reporting period]

There are no climate change implications arising directly from this report. It updates Cabinet on this position following decisions taken at Cabinet and Full Council. Climate change implications of the various projects referenced in the report will be assessed as part of the development and implementation phases of those projects through the appropriate decision-making process.

6. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

Councilors with any questions arising out of this report should contact the following officer prior to the meeting:

Leanne Knight, Finance Specialist

Telephone: 01303 853515 Email: Leanne.knight@folkestone-hythe.gov.uk

The following background documents have been relied upon in the preparation of this report:

Budget outturn and projection working papers.

Appendices:

Appendix 1 – List of carry forwards

List of Carry Forwards	£
<u>Finance, Strategy & Corporate Services</u>	
Finance - Business Rates New Burdens Funding.	270,800
Corporate Management – Apprenticeship programme funding	184,983
General Grants - Napier Barracks.	166,500
ICT Contracted Services - O365 Migration contractor to support the ICT team.	35,000
<u>Human Resources</u>	
Human Resources - Kickstart income received.	6,000
<u>Governance & Law</u>	
Elections - Equipment for new election bill regulations.	50,000
<u>Economic Development</u>	
Corporate Investment - DLUHC Levelling Up Funding for Folkestone Town Centre projects.	125,000
Regen & Economic Development -new specific business support initiatives in 2022/23.	20,000
Romney Marsh Partnership - Magnox contribution.	10,000
Regen & Economic Development - UK CRF-funded project Breaking Barriers.	3,333
<u>Place</u>	
Tall Ships Project.	25,000
Unused Community Grant 21/22.	12,000
Licensing - pavement licensing.	9,704
Pollution Reduction - Bathing Water Signage.	2,340
<u>Housing</u>	
Housing Options - AFO Officer.	55,942
Housing Options - Domestic Abuse 21/22 Grant.	30,000
Self-Contained temporary accommodation - to fund an expected rise in temporary accommodation use.	10,543
<u>Operations</u>	
Planned Maintenance - Refurbishment works to the Leas Bandstand.	14,718
Maintenance Officers - Fencing for Heron Forstal Play Area.	6,256
Maintenance Officers - Preparation and repainting of equipment at Queensway Play Area.	5,850
Maintenance Officers - Preparation and repainting of equipment at The Deerings Play Park.	5,430
Total – Heads of Services	1,049,399

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