

FORTHCOMING DECISIONS

FOR CONSIDERATION BY THE CABINET DURING THE PERIOD
1 DECEMBER 2023 TO 29 February 2024

This notice was published on Thursday, 2 November 2023, 28 days prior to the meeting

This Forthcoming Decision Plan contains details of all the key decisions that are due to be considered at the Cabinet meeting shown above, which have been received by the publication date. You should note that, whilst this notice is accurate at the date of publication, the date of the decision may change. As such, you are advised to contact Committee Services (see below for contact details).

A Key Decision is any decision:

- (a) Relating to the approval of or variation to the council's budget or policy framework which is reserved in the council's constitution for determination by full council on a recommendation from cabinet; or
- (b) Which involves the incurring of expenditure, or the making of savings, by the Council which are anticipated to be in excess of £300,000 with the exception of items previously included in the relevant approved budget;
- (c) Where the Council is entering into a contractual obligation with a value in excess of £500,000; or
- (d) For the acquisition or disposal of land or property with a value of over £500,000; or
- (e) Which is likely to be significant in terms of its effect on communities living or working in an area comprising two or more wards in the council's area.

When making key decisions, the Cabinet will consider a report on each item which, unless the matter is to be considered in private, will be available for inspection at the Council's offices, or on its website, at least five clear working days before the meeting. Copies of the report and background papers (provided not private) will be available at the time the report is made public on the Council's website or at the Council's offices.

If you would like further information on any of the items shown in this Forthcoming Decisions plan; such as copies or extracts of any report or background paper, or if you would like a copy of the Forthcoming Decisions plan, contact the Committee Services team by email at committee@folkestone-hythe.gov.uk or by telephone on 01303 853000. A copy of the Forthcoming Decisions plan is also available on the Council's website (www.folkestone-hythe.gov.uk).

All meetings* are open to the public, unless the subject matter is such that the Local Government Act 1972 (as amended) allows the matter to be considered in private. For information about attending meetings, please contact Jemma West, Democratic Services Senior Specialist, on 01303 853369.

*When a key decision is taken by an individual Cabinet Member or officer acting under delegated authority there is no requirement for that decision to be taken in public, and the event, time and place at which the decision is taken does not constitute a meeting under the terms of the Local Government Acts.

THE CABINET

Cabinet Member	Cabinet Members Portfolios
Councillor Jim Martin	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
Councillor Tim Prater	Deputy Leader of the Council and Cabinet Member for Finance and Governance
Councillor Gary Fuller	Cabinet Member for Resident Engagement and accountability
Councillor Mike Blakemore	Cabinet Member for Community and Collaboration
Councillor Rebecca Shoob	Cabinet Member for Housing and Homelessness
Councillor Stephen Scoffham	Cabinet Member for Climate Change and Transport
Councillor James Butcher	Cabinet Member for Regulatory Services, building control and civic duty
Councillor Rich Holgate	Cabinet Member for Place Plan, Heritage and District Economy
Councillor Jeremy Speakman	Cabinet Member for Assets and Operations

CORPORATE LEADERSHIP TEAM

Name	Job Title
Dr Susan Priest	Chief Executive
Lydia Morrison	Interim S151 Officer and Director - Corporate Services
Andy Blaszkowicz	Director - Housing & Operations
Ewan Green	Director – Strategy and Resources

Decision Item / Report Heading	Item /Report Summary	Key Decision?	Exemption Class: Fully/Part/Open	Contact Officer	Cabinet Portfolio
December					
Ship Street Development	The report will provide an update on proposals for the Ship Street Development and seeks approval to explore options for delivery.	Yes	Open	Samuel.aligbe@folkestone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
Highview - Update on market testing and offers received for the site	This report provides an update to members following a market testing exercise and considers the offers received.	Yes	Part exempt	andy.blaszkwicz@folkestone-hythe.gov.uk	Cabinet Member for Assets and Operations
Refresh of the Council's Children, Young People and Vulnerable Adults Safeguarding Policy 2023	The District Council is part of the statutory safeguarding role within the wider public sector, with responsibilities to children, young people and vulnerable adults. The children, young people and vulnerable adults safeguarding policy has been updated and is attached at Appendix 1. Council are advised that the safeguarding policy is refreshed every two years and that the changes made to the 2021 policy include new legislation and changes to practice.	No	Open	jyotsna.leney@folkestone-hythe.gov.uk	Cabinet Member for Community and Collaboration

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Fees and Charges	This report focuses on the proposed fees and charges for 2024/25 which will contribute towards meeting the council's 2024/25 budget objectives and Medium Term Financial Strategy.	Yes	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
Budget Strategy	This Budget Strategy sets out the guidelines for preparing the 2024/25 Budget. It supports the Corporate Plan and aligns with the direction and objectives of the Medium Term Financial Strategy (MTFS). The Budget Strategy takes account of current and future financial issues, sets out the underlying assumptions and initial budget-setting proposals and provides a timetable for delivering a balanced budget in 2024/25.	Yes	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
Supplementary Planning Document for householder extensions	The purpose of the SPD is to provide additional guidance to assist applicants on how they can comply with the design policies set out in the Local Plan.	Yes	Open		Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
2023/24 Q2	This report provides an update on	No	Open	gavin.edwards@folke	Leader of the Council

Decision Item / Report Heading	Item /Report Summary	Key Decision?	Exemption Class: Fully/Part/Open	Contact Officer	Cabinet Portfolio
Performance report	the Council's performance for the second quarter of the 2023-24 year covering 1st July– 30th September 2023.			stone-hythe.gov.uk	and Cabinet Member for Otterpool Park and Planning Policy
Infrastructure Funding Statement 2023	In accordance with the latest revisions made via the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019)[1], from December 2020 local authorities must publish an Infrastructure Funding Statement (IFS). The IFS document provides a summary of all financial and non-financial developer contributions relating to Section 106 Legal Agreements (S106) and the Community Infrastructure Levy (CIL) within Folkestone & Hythe District for a given financial year. This report seeks approval of the IFS, and identifies the infrastructure needs, the total cost of this infrastructure, anticipated funding from developer contributions, and the choices the authority has made about how these contributions will be used.	Yes	Open	james.hammond@folkestone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
Solar farm	The reports presents the business case for a solar farm on land adjacent to the Otterpool Park Garden Town	Yes	Part exempt	ewan.green@folkestone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy

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Coast Drive Destination Project	The report will update members on the progress made on the project so far, provide an update on the planning status and provide detail on the projected income and the financial package required to deliver the scheme	Yes	Part exempt	Samuel.aligbe@folkestone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
Housing Repairs and Maintenance Options Appraisal	<p>The Housing Repairs and Maintenance (R&M) current contract with Mears Ltd is due to expire 1st April 2025. In addition to the responsive repairs service and planned maintenance i.e. the replacement kitchen and bathrooms capital programme, the contract also covers void repairs and some compliance related services.</p> <p>Project consultants, Faithorn Farrell Timms (FFT) have been appointed to provide commercial experience, technical knowledge, and project management skills to support the council through the project stages. Stage one is to carry out an options appraisal and provide a full report to F&HDC before moving to the next stage in any procurement.</p>	Yes	Open	gill.butler@folkestone-hythe.gov.uk	Cabinet Member for Housing and Homelessness

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	This is a crucial customer facing service and the full Options Appraisal will evaluate the risks, benefits, and costs of each considered option. The final report will include recommendations to the council to give the best possible VfM and level of service delivery to our council tenants and leaseholders.				
HRA Business Plan	The Business plan provides the detail to support how the council will manage and invest in its housing stock over the next 30 years. The plan is underpinned by a complex financial model that provides funding for decent homes, retrofitting the existing estate and delivering new homes	Yes	Open	gill.butler@folkestone-hythe.gov.uk	Cabinet Member for Housing and Homelessness
Premiums for second homes and empty homes for Council Tax	This is a report to re-affirm a decision passed on 22 February 2023 by Full Council under report number A/22/25. This is due to a delay in Royal Assent being received and therefore a delay of 12 months from the previous decision. From 1 April 2025, billing authorities will be given the ability to add a Council Tax premium to second homes. Billing authorities will also be given the ability to amend existing long term empty home Council Tax premiums from 1 April 2024. This	Yes	Open	andrew.hatcher@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance

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	report reviews these proposals and recommends that some changes are introduced from the financial year 2024/25.				
Options Report on whether to continue to maintain Kent County Council (KCC) owned grass in the District, which is heavily subsidised by Folkestone & Hythe District Council (FHDC)	This report outlines the current arrangement with KCC to maintain rural and urban verges and the financial implications of this for FHDC. Various options are outlined in the report for consideration to reduce budgets in line with the Star Chamber exercise.	Yes	Open	rod.lean@folkestone-hythe.gov.uk	Cabinet Member for Assets and Operations
Stourbank property - Potential Disposal	This report proposes the disposal of the property 'Stourbank', at Stanford South, which was purchased as part of the Otterpool Park project.	No	Open	Samuel.aligbe@folkestone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
January					
Q3 General Fund Revenue Budget Monitoring	The report provides a projection of the end of year financial position of the General Fund revenue budget.	No	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance

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Q3 General Fund Capital Programme Budget Monitoring	The report provides a projection of the end of year financial position of the General Fund capital budget.	No	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
Q3 Housing Revenue Account Budget Monitoring	This monitoring report provides a projection of the end of year financial position for the Housing Revenue Account (HRA) revenue expenditure and HRA capital programme.	No	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
Draft General Fund budget 2023/24	This report sets out the Council's Draft General Fund budget for 2024/25.	Yes	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
Draft HRA Revenue and capital original budget 24/25	This report sets out the Housing Revenue Account Revenue and Capital Budget for 2024/25 and proposes an increase in weekly rents and an increase in service charges for 2024/25.	Yes	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance

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Update to the Medium Term Capital Programme (MTCP)	This report updates the General Fund Medium Term Capital Programme for the five year period ending 31 March 2029. The report provides an updated projected outturn for the General Fund capital programme in 2023/24. The General Fund Medium Term Capital Programme is required to be submitted to full Council for consideration and approval as part of the budget process.	Yes	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
Treasury Management Strategy	This report sets out the proposed strategy for treasury management for 2024/25 including Treasury Management Indicators.	Yes	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
Capital Strategy	This report sets out the Council's proposed strategy in relation to capital expenditure, financing and treasury management in 2024/25 to be approved by full Council. The report also sets out the Prudential Indicators for capital	Yes	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance

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	expenditure and the Minimum Revenue Provision Statement for 2024/25 to be approved by full Council.				
Investment Strategy	This report sets out the Council's proposed strategy for its service and commercial investments in 2023/24 to be approved by full Council.	Yes	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
February					
General Fund Budget and Council Tax 2024/25	This report sets out the final General Fund budget and council tax requirement for 2024/25, including that part of the local tax covering district and parish services.	Yes	Open	ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
Housing Compliance Policies - Water Safety and Electrical Safety	This report seeks approval for the renewal of two policies in relation to Housing Landlord Health and Safety Compliance (Water and Electrical Safety,) updated to reflect current legislation and working practices.	No	Open	gill.butler@folkestone-hythe.gov.uk	Cabinet Member for Housing and Homelessness
Date to be confirmed					

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Princes Parade	This report will consider the proposal and resources necessary to engage with the community and their representative on the next steps for the PP site.	Yes	Open	Samuel.aligbe@folkes tone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
Otterpool Demolition Programme	This report will be to present the Demolition Programme to Cabinet, and seek Cabinet Members approval to proceed with Phase One of the Demolition Programme, as part of the Otterpool Park enabling works, and will notify of Phase 2 of the programme and seek delegated authority to give permission for Phase 2 at a later date.	Yes	Part exempt	Samuel.aligbe@folkes tone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
Otterpool Park Stewardship LLP Business Plan	This report presents the business plan for the new Otterpool Park stewardship vehicle for approval. The report provides detail on the establishment of the vehicle, the assets proposed to be transferred to the to the vehicle, the treatment of assets, and the proposed funding model.	Yes	Open	ewan.green@folkesto ne-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy

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Otterpool Park LLP Joint Venture Agreement	This report seeks agreement for Otterpool Park LLP to enter into a joint venture to provide new housing as part of the phase 1 masterplan delivery. The report follows on from the agreement in principle to explore the opportunity and presents the detail of the proposal.	Yes	Part exempt	ewan.green@folkestone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
New Civic Suite Update	The report updates Members on the work to date and considers next steps for the project.	Yes	Open	Samuel.aligbe@folkestone-hythe.gov.uk	Cabinet Member for Housing and special projects, Cabinet Member for Property Management and Grounds Maintenance