

FORTHCOMING DECISIONS

FOR CONSIDERATION BY THE CABINET DURING THE PERIOD
1 NOVEMBER 2023 TO 31 January 2024

This notice was published on Thursday, 5 October 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 - Place

Decision Item / Report Heading	Item /Report Summary	Key Decision?	Exemption Class: Fully/Part/Open	Contact Officer	Cabinet Portfolio
November					
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, Chief Officer - Corporate Estate and Development Samuel.aligbe@folkestone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
Proposed On-Street Parking Charges	This report makes recommendations for parking charges to be introduced in shopping streets in Folkestone, Sandgate, Hythe and New Romney.	Yes	Open	Fred Miller, Transportation Lead Specialist fred.miller@folkestone-hythe.gov.uk	Cabinet Member for Transport, Regulatory Services and Building Control
Housing Repairs and Maintenance Options Appraisal	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. Project consultants, Faithorn Farrell	Yes	Open	Gill Butler, Chief Officer - Housing gill.butler@folkestone-hythe.gov.uk	Cabinet Member for Housing and Homelessness

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	<p>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> <p>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.</p>				
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	<p>Samuel Aligbe, Chief Officer - Corporate Estate and Development</p> <p>Samuel.aligbe@folkes tone-hythe.gov.uk</p>	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 Blaszkowicz, Director of Housing and Operations	Cabinet Member for Assets and Operations

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				andy.blaszkowicz@folkestone-hythe.gov.uk	
Update to HRA Business Plan	This report provides an update to the HRA Business Plan for the period 2024 – 2054.	Yes	Open	Andy Blaszkowicz, Director of Housing and Operations andy.blaszkowicz@folkestone-hythe.gov.uk	Cabinet Member for Housing and Homelessness
Update to the Medium Term Financial Strategy	The Medium Term Financial Strategy (MTFS) is the Council's key financial planning document. It puts the financial perspective on the council's Corporate Plan priorities, expressing the aims and objectives of various plans and strategies in financial terms over the four year period ending 31 st March 2028. It covers both revenue and capital for the General Fund. Also included are the Council's reserves policies. The MTFS is a key element of sound corporate governance and financial management.	Yes	Open	Ola Owolabi, Chief Financial Services Officer ola.owolabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
Telecare replacement in	In response to all analogue telephone systems being	No	Open	Gill Butler, Chief Officer - Housing	Cabinet Member for Housing and

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council Independent Living (sheltered housing) - service charge costs	switched off by 2025, the council housing service instigated a project to commence decommissioning the analogue hardwired Telecare (Lifeline) equipment in the 631 Independent Living (IL) properties and 'age designated' housing properties, with a view to procurement of a replacement Hybrid IP digital solution for the IL schemes and to offer tenants in the 'age designated' properties dispersed Lifeline units as an alternative solution. This will have an impact on the service charge element for those tenants living in such accommodation, and any subsidies tenants have previously been receiving.			gill.butler@folkestone-hythe.gov.uk	Homelessness
Parking Enforcement Tender	The contract for the Parking Enforcement service ends in April 2024. The council has undertaken a tendering exercise for a new contract. The report will cover the tender outcomes and include recommendations for award	Yes	Part exempt	Andrew Rush, Chief Officer Place & Regulatory Services andrew.rush@folkestone-hythe.gov.uk	Cabinet Member for Assets and Operations
Corporate Action Plan update	This report provides a progress update on work undertaken so far	No	Open	Gavin Edwards, Performance and	Leader of the Council and Cabinet Member for

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	to deliver the high-level actions documented within the Council's Corporate Action plan that covers the three-year period (2021-24).			Improvement Specialist gavin.edwards@folkestone-hythe.gov.uk	Otterpool Park and Planning Policy
December					
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, Health, Wellbeing and Partnership Senior Specialist jyotsna.leney@folkestone-hythe.gov.uk	Cabinet Member for Community and Collaboration
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 Owolabi, Chief Financial Services Officer ola.owolabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance

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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 Owolabi, Chief Financial Services Officer ola.owolabi@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	David Whittington, Strategy & Policy Senior Specialist	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy
2023/24 Q2 Performance report	This report provides an update on the Council's performance for the second quarter of the 2023-24 year covering 1st July– 30th September 2023.	No	Open	Gavin Edwards, Performance and Improvement Specialist gavin.edwards@folkestone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy

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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 Owolabi, Chief Financial Services Officer ola.owolabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
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 Owolabi, Chief Financial Services Officer ola.owolabi@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 Owolabi, Chief Financial Services Officer ola.owolabi@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 Owolabi, Chief Financial Services Officer	Deputy Leader and Cabinet Member for Finance and Governance

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				ola.owalabi@folkestone-hythe.gov.uk	
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 Owolabi, Chief Financial Services Officer ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
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 Owolabi, Chief Financial Services Officer 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 Owolabi, Chief Financial Services Officer ola.owalabi@folkestone-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance

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				e-hythe.gov.uk	
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 expenditure and the Minimum Revenue Provision Statement for 2024/25 to be approved by full Council.	Yes	Open	Ola Owolabi, Chief Financial Services Officer ola.owolabi@folkeston e-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
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 Owolabi, Chief Financial Services Officer ola.owolabi@folkeston e-hythe.gov.uk	Deputy Leader and Cabinet Member for Finance and Governance
Date to be confirmed					
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, Chief Officer - Corporate Estate and Development Samuel.aligbe@folkes	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy

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				tone-hythe.gov.uk	
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 in 2024, 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, Chief Officer - Corporate Estate and Development Samuel.aligbe@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, Director of Place ewan.green@folkestone-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	Yes	Open	Ewan Green, Director of Place ewan.green@folkestone-hythe.gov.uk	Leader of the Council and Cabinet Member for Otterpool Park and Planning Policy

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	treatment of assets, and the proposed funding model.				
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, Director of Place 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, Chief Officer - Corporate Estate and Development Samuel.aligbe@folkestone-hythe.gov.uk	Cabinet Member for Housing and special projects, Cabinet Member for Property Management and Grounds Maintenance
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				FIELD_OFFICER_TITLE	