



Cabinet

Held at: Council Chamber - Civic Centre Folkestone

Date: Wednesday, 11 October 2017

Present: Councillors Mrs Ann Berry, John Collier,
Malcolm Dearden, Alan Ewart-James, David Godfrey,
Mrs Jennifer Hollingsbee, Rory Love, David Monk,
Dick Pascoe and * Stuart Peall

Officers Present: *Paul Butler (Elections Manager), Kate Clark (Committee Services Officer), *Adrian Hammond (Housing Strategy Manager), *Andrew Hatcher (Revenues and Benefits Manager), *Amandeep Khroud (Head of Democratic Services and Law), Sue Lewis (Committee Services Officer), Tim Madden (Corporate Director - Organisational Change), Susan Priest (Corporate Director - Strategic Development), Charlotte Spendley (Head of Finance), Alistair Stewart (Chief Executive) and Jemma West (Senior Committee Services Officer)

(* For part of the meeting)

NOTE: All decisions are subject to call-in arrangements. The deadline for call-in is Friday 20 October 2017 at 5pm. Decisions not called in may be implemented on Monday 23 October 2017.

36. **Declarations of Interest**

There were no declarations of interest.

37. **Minutes**

The minutes of the meeting held on 13 and 27 September 2017 were submitted, approved and signed by the Chairman.

38. **Affordable housing delivery at the Military Road site**

Cabinet had requested that officers review the potential delivery of homes for shared ownership within the HRA new build/acquisition programme. The report considered the viability of delivering homes for shared ownership purchase in the Military Road development.

Members raised concerns around limiting the new homes at Military Road to affordable rent, and indicated that they wished to support shared equity schemes as part of the council's ambition to help people onto the housing ladder. Their concerns are reflected in the resolution below.

Proposed by Councillor Ewart-James,
Seconded by Councillor Love; and

RESOLVED:

- 1) That report number C/17/39 be received and noted.
- 2) That 20% of the homes within the Military Road development, (two three bedroom homes and five two bedroom homes) be marketed as shared ownership for a period of six months maximum (from the point of initial marketing), subject to the caveat that if any were in negotiations at this point, a further six months be allowed to complete negotiations, with the remainder of the homes being affordable rent.

(Voting figures: 9 in favour, 0 against, 0 abstentions).

REASONS FOR DECISION:

- a) Cabinet approved the Council's current Housing Revenue Account Business Plan at its meeting on 23 March 2016 (Minute number 80)
- b) The Council has committed to deliver approximately 200 additional affordable Council homes over the ten year period 2014/15 to 2024/25.
- c) The Council's programme is funded through the rental income received from the housing stock held within the HRA.
- d) The programme is reliant on the Council maximising the income that it receives within the HRA.
- e) Any significant reduction on the rental income received within the HRA will impact on the number homes that can be delivered through the new build and acquisition programme.
- f) Delivering homes for affordable rent maximises the income received into the HRA and will enable the Council to fully deliver its agreed programme and maintain its existing housing stock.
- g) The current HRA Business Plan sets out that the delivery of Homes for shared ownership purchase within the programme will be subject to a detailed viability assessment.
- h) The district is currently meeting and delivering its annual shared ownership requirement, identified by the Strategic Housing Market Assessment.
- i) If shared ownership is not financially viable within a development under the HRA, it will impact the Council's projected income requirements,

resulting in the 200 additional affordable homes in the district agreed by Cabinet needing to be reduced.

39. Housing Benefit, Council Tax and Non Domestic Rate Anti-Fraud Policy

Report C/17/44 presented the proposed Housing Benefit, Council Tax and Non Domestic Rate Anti-Fraud Policy and sought approval for the policy to be agreed and published.

Proposed by Councillor Dearden,
Seconded by Councillor Pascoe; and

RESOLVED:

- 1) That report C/14/44 be received and noted.
- 2) That subject to the amendments below, Shepway District Council's Housing Benefit, Council Tax and Non Domestic Rate Anti-Fraud Policy (Appendix 1) be approved:
 - a. Removal of second bullet point at paragraph 7.4.
 - b. The addition of the wording 'in consultation with the Cabinet Member for Finance' at the end of paragraph 13.1.

(voting figures: 9 in favour, 0 against, 0 abstentions).

REASONS FOR DECISION:

Cabinet agreed the publication of the new Shepway District Council Housing Benefit, Council Tax and Non Domestic Rate Anti-Fraud Policy to ensure that policies are up to date for current working practices.

40. District, Parish and Town Council Elections - Election Fees and Charges

Report No C/17/42 set out a proposed scale of fees and expenses of Shepway's Returning Officer to undertake the arrangements for managing and conducting district, parish and town council elections.

Proposed by Councillor Monk,
Seconded by Councillor Love; and

RESOLVED:

1. That report C/17/42 - District, Parish and Town Council Elections – Election Fees and Charges be received and noted.
2. That the annually revised versions of the Kent scale of fees and charges in line with the NJC pay award be automatically adopted. The current Kent scale of fees is shown in Appendix 1 of the report.
3. That the revised Kent scale of fees and charges that take effect on 1 April of each year be agreed.

(Voting figures: 9 in favour, 0 against, 0 abstentions).

REASONS FOR THE DECISION:

Cabinet agreed the recommendations in respect of the maximum scale of fees and charges for district, parish and town council elections to enable a fair and reasonable recharge to be made by the Council to town and parish councils for their elections.

41. **National Non Domestic Rates Locally-Administered Relief Scheme**

(Prior to the consideration of this report, Councillor Peall arrived at the meeting).

Report C/17/45 set out the detailed policy for implementation of the locally-administered National Non Domestic Rates relief scheme, as announced in the Chancellor's Spring Budget on 8 March 2017.

The report had been considered at the meeting of the Overview and Scrutiny Committee held on 10 October 2017, and their comments had been circulated to the Cabinet Members.

Proposed by Councillor Dearden,
Seconded by Councillor Ewart-James; and

RESOLVED:

That report C/17/45 be received and noted.

(voting figures: 10 in favour, 0 against, 0 abstentions).

REASONS FOR DECISION:

Cabinet members requested sight of the final policy when available.

42. **Medium Term Financial Strategy 2018/19 to 2021/22**

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 31st March 2022. It covers both revenue and capital for the General Fund and the Housing Revenue Account. Also included were the Council's reserves policies. The MTFS is a key element of sound corporate governance and financial management.

The report had been considered at the meeting of the Overview and Scrutiny Committee held on 10 October 2017, and their comments had been circulated to the Cabinet Members.

Proposed by Councillor Monk,
Seconded by Councillor Collier; and

RECOMMENDED (TO FULL COUNCIL):

1. That Report C/17/47 be received and noted.
2. That the Medium Term Financial Strategy, as appended to this report, be adopted.
3. That the flexible use of capital receipts as set out in the report to fund the council's future efficiency programme be agreed.

(Voting figures: 10 in favour, 0 against, 0 abstentions).

REASONS FOR RECOMMENDATION:

- (a) The MTFFS is the council's key financial planning document.
- (b) The strategy defines the financial resources needed to deliver the council's corporate objectives and priorities and covers the financial implications of other key strategies.
- (c) The council needs to be able to carry out an early assessment of the financial implications of its approved policies and strategies and also external financial pressures facing the authority to ensure that it has robust budgeting and remains financially viable.

43. Treasury Management and Prudential Indicators Monitoring Report 2017/18

Report C/17/48 provided an update on the council's treasury management activities that had taken place during 2017/18 against the agreed strategy for the year. The report also provided an update on the treasury management indicators approved by Council earlier this year.

The report had been considered at the meeting of the Overview and Scrutiny Committee held on 10 October 2017, and their comments had been circulated to the Cabinet Members.

Proposed by Councillor Dearden,
Seconded by Councillor Godfrey; and

RESOLVED:

That report C/17/48 be received and noted.

(Voting figures: 10 in favour, 0 against, 0 abstentions).

REASONS FOR DECISION:

Both the CIPFA Code of Practice on Treasury Management and the Council's Financial Procedure Rules require Members to receive a report on the Council's treasury management activities during the year.