

Cabinet

Held at:	Council Chamber - Civic Centre Folkestone
Date	Wednesday, 18 July 2018
Present	Councillors Mrs Ann Berry, John Collier, Malcolm Dearden, Alan Ewart-James, David Godfrey, Mrs Jennifer Hollingsbee, Rory Love, David Monk and Dick Pascoe
Apologies for Absence	Councillors Stuart Peall
Officers Present:	Gavin Edwards, Adrian Hammond (Housing Strategy Manager), Katharine Harvey (Head of Economic Development), Andrew Hatcher (Revenues and Benefits Strategic Manager), Andy Jarrett (Head of Strategic Development Project), Amandeep Khroud (Head of Democratic Services and Law), Tim Madden (Corporate Director - Customer, Support and Specialist Services), Susan Priest (Head of Paid Service), Matt Rain (Communications Manager), Charlotte Spendley (Head of Finance) and Jemma West (Senior Committee Services Officer)
Others Present:	Councillor Mrs Carol Sacre

NOTE: All decisions are subject to call-in arrangements. The deadline for call-in is Friday 27 July 2018 at 5pm. Decisions not called in may be implemented on Monday 30 July 2018.

10. **Declarations of Interest**

There were no declarations at the meeting.

11. **Minutes**

The minutes of the meetings held on 13 June 2018 were submitted, approved and signed by the Chairman.

12. **Revised Private Sector Housing Assistance Policy**

The report presented the new Private Sector Housing Assistance Policy and highlighted the changes and additions made since the previous policy was published in 2012.

The report had been considered by the Overview and Scrutiny Committee at their meeting on 17 July 2018. Their comments were circulated to the Cabinet Members at the meeting.

Proposed by Councillor Ewart-James,
Seconded by Councillor Mrs Berry; and

RESOLVED:

- 1) That the report be received and noted.
- 2) That the Private Sector Housing Assistance Policy 2018-2022 be agreed.
- 3) That the additional resource from the Better Care Fund (BCF) and the continued delivery plan for Disabled Facilities grants (DFG) and hospital discharge schemes be noted, in line with the BCF guidelines
- 4) That the Cabinet Member for Housing be given delegated authority (in consultation with the Head of Service) to make any minor changes to the policy as necessary, (provided it remains substantially within the budget framework) and subject to any comments received through the public consultation.

(Voting figures: 9 for, 0 against, 0 abstentions).

REASONS FOR DECISION:

- 1) The policy supports the continued investment in improvement of the housing stock of the district, enables more vulnerable and sick people who are on low incomes to remain in their homes for longer, thus preventing them from burdening hospitals and care systems too early, and enables timely discharge from hospital where housing conditions are preventing a discharge.
- 2) The changes in how the funding is delivered to local authorities for Disabled Adaptations, the new guidelines on the Better Care Fund and the significant increase in funding means that the policy needs to change to take these changes into account.
- 3) The Better Care Fund guidelines allow for more flexibility in how Disabled Facilities Grant (DFG) money can be spent and encourages innovation. By allowing the Cabinet Member for Housing to make minor changes to the policy, we can ensure that the policy reflects the work of the Council's Private Sector Housing Team and any new schemes to enable timely spending of the DFG as they are brought about.
- 4) The No Use Empty Plus loans scheme has been successfully running since 2015, helping to bring more empty properties back into use, but this needs to be set out in the new policy.
- 5) The Home Safe loan limit of £5,000 is not enough to deal with the majority of cases where vulnerable persons' homes are in need of repair to remove hazards.
- 6) A consultation exercise for a period of six weeks will commence after the policy is approved by Cabinet by publishing on the website and by

sending to interested parties, including disabled charities, KCC Occupational Therapists, Home Improvement Agencies and the pensioner forum.

13. **Council Tax Reduction scheme 18/19 - consultation**

The existing scheme for Council Tax Reduction (CTR) has existed in its current form since 1 April 2017. The report set out draft scheme options that could form the basis for consultation.

The report had been considered by the Overview and Scrutiny Committee at their meeting on 17 July 2018. Their comments were circulated to the Cabinet Members at the meeting.

Proposed by Councillor Dearden,
Seconded by Councillor Collier; and

RESOLVED:

1. That report C/18/20 be received and noted.
2. That the options to be put forward for the public consultation be agreed.
3. That the proposed public consultation be agreed.

(Voting figures: 9 for, 0 against, 0 abstentions).

REASONS FOR DECISION:

Cabinet is asked to approve the following recommendations because the Local Government Finance Act 1992 requires a local authority to have approved a scheme for the provision of Council Tax Support in 2019/20 by 11 March 2019. Changes are designed to reduce administration for the Council whilst producing a simpler, more transparent scheme for the customer in response to wider welfare reform.

14. **Annual Performance Report, Making a difference: a snapshot of our year 2017/18**

The report sets out how the Council has continued to deliver for local people in the district in 2017/18 in response to the Corporate Plan (2017-20) vision of *investing for the next generation ~ delivering more of what matters*.

The report had been considered by the Overview and Scrutiny Committee at their meeting on 17 July 2018. Their comments were circulated to the Cabinet Members at the meeting.

Proposed by Councillor Monk,
Seconded by Councillor Mrs Hollingsbee; and

RESOLVED:

1. That report C/18/21 be received and noted.

2. That Annual Performance Report, Making a difference: a snapshot of our year 2017/18, be approved.
3. That current Key Performance Indicators be reviewed and presented to Cabinet for approval.

(Voting figures: 9 for, 0 against, 0 abstentions).

REASONS FOR DECISION

The Annual Report highlighted the activities and achievements of Folkestone & Hythe District Council in 2017/18. The Council's current Key Performance Indicators needed to be reviewed and aligned to measure the delivery of Corporate Plan's objectives and priorities.

15. Regulation of Investigatory Powers Act 2000 Policy

The report set out the Council's policy on the use of directed surveillance and covert human intelligence sources under the Regulation of Investigatory Powers Act 2000.

Proposed by Councillor Mrs Berry,
Seconded by Councillor Pascoe; and

RESOLVED:

1. That report C/18/11 be received and noted.
2. That the RIPA policy and procedure in appendix 1 to the report be endorsed.

(Voting figures: 9 for, 0 against, 0 abstentions).

REASON FOR DECISION:

The Cabinet was required to endorse the policy.

16. Developing out Mountfield Road Industrial Estate, New Romney

The report sought approval on the recommended location for developing a business/skills hub on Mountfield Road Industrial Estate, New Romney so that a detailed planning application can be submitted. This will enable the scheme to be 'tender-ready' in anticipation of a successful outcome of the Expression of Interest submission to the Coastal Communities Fund to grant fund the scheme.

Proposed by Councillor Collier,
Seconded by Councillor Mrs Hollingsbee; and

RESOLVED:

1. That report C/18/22 be received and noted.
2. That the recommended site location option plot A/B (see Appendix 1 of the report) be approved for the development of a business/skills hub so that a detailed planning application for the preferred site can be made.

(Voting figures: 9 for, 0 against, 0 abstentions).

REASONS FOR DECISION:

The masterplan for Mountfield Road Industrial Estate, New Romney completed in March 2018 identified options for the location of a new business/skills hub. . This report seeks Cabinet approval for the option recommended by the Asset Management Board so that progress can be made towards achieving planning consent.

17. Events management Policy

The report presented the revised Events Management Policy (Appendix 1) reflecting the introduction of EventApp, the Council's new on-line application system recently adopted by the Council.

Proposed by Councillor Mrs Hollingsbee,
Seconded by Councillor Love; and

RESOLVED:

1. That Report C/18/12 be received and noted.
2. That the revised Events Management Policy be agreed and published on the website.

(Voting figures: 9 for, 0 against, 0 abstentions).

REASONS FOR DECISION

- a) Folkestone and Hythe District Council has a responsibility to consider requests and to grant or refuse permission for events to be held on Council and / or land under Council control.
- b) The new revised Events Management Policy relates to on-line applications and on-line payments since the previous Events Policy was agreed in 2015 (report C/15/28).

18. Risk Management Policy and Strategy

The report presented an updated Risk Management Policy & Strategy for adoption by Cabinet which would provide a framework for officers to develop a refreshed Corporate Risk Register as well as Operational, Project & Partnership Registers in due course.

The report had been considered by the Overview and Scrutiny Committee at their meeting on 17 July 2018. Their comments were circulated to the Cabinet Members at the meeting.

Proposed by Councillor Dearden,
Seconded by Councillor Godfrey; and

RESOLVED:

1. That report C/18/23 be received and noted.
2. That the proposed Risk Management Strategy be adopted.

(Voting figures: 9 for, 0 against, 0 abstentions).

REASONS FOR DECISION:

A clear framework as outlined within the strategy will ensure consistency in approach across the organisation, provide clarity of roles with respect to Risk Management and enable progress towards an embedded Risk Management culture within the organisation.

19. **Exclusion of the Public**

Proposed by Councillor Monk,
Seconded by Councillor Dearden; and

RESOLVED:

That the public be excluded for the following item of business on the grounds that it is likely to disclose exempt information, as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 –

‘Information relating to the financial or business affairs of any particular person (including the authority holding that information). “Financial or business affairs” includes contemplated as well as current activities.’

(Voting figures: 9 for, 0 against, 0 abstentions).

20. **Otterpool Park - Acquisition of land/options to purchase land and bid for capacity funding**

The report made recommendations for the council to acquire certain parcels of land within the site of the proposed Otterpool Park Garden Town and enter into options to purchase other areas. It also sought delegated authority to purchase additional sites or enter into further options. The report also sought approval to submit a funding bid to the government’s Garden Towns and Villages programme for 2018/19.

Proposed by Councillor Pascoe,
Seconded by Councillor Monk; and

RESOLVED:

1. That report C/18/19 be received and noted.
2. That the Head of Strategic Development Projects be authorised provided the total costs do not exceed the relevant budgetary allocation (currently £3.675 million, subject to future alteration with full council approval) :-

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- a) to acquire the areas of land identified in paragraph 2 of this report at the prices shown and on such other terms as he may deem fit;
 - b) to enter into options to purchase the areas of land identified in paragraph 2 of this report on such other terms as he may deem appropriate;
 - c) in consultation with the leader of the council be authorised to acquire other areas or enter into options to purchase should he deem it appropriate.
3. That the bid for Garden Towns Capacity funding for 2018/19 be submitted to the Ministry of Housing, Communities and Local Government to support the ongoing work on planning for Otterpool Park.

(Voting figures: 9 for, 0 against, 0 abstentions).

REASONS FOR DECISION:

Cabinet was asked to agree the recommendations because:

- a) In order to help secure the comprehensive development of Otterpool Park Garden Town it is considered that the areas identified should be acquired or options to purchase entered into.
- b) The owners appear to be willing to enter into agreements with the council
- c) Delegation of authority for future agreements is considered necessary so that the council can act speedily if it is its interests so to do.
- d) Capacity funding will help the council continue to develop its proposals for Otterpool Park.