



Agenda

Meeting: **Cabinet**
Date: **24 June 2020**
Time: **5.00 pm**
Place: **Online only - Zoom - To watch this meeting live, please go to bit.ly/YouTubeMeetings**

To: **All members of the Cabinet**

All Councillors for information

The committee will consider the matters, listed below, at the date and time shown above. The meeting will be open to the press and public and streamed live at bit.ly/YouTubeMeetings

1. **Apologies for Absence**
2. **Declarations of Interest (Pages 5 - 6)**

Members of the Council should declare any interests which fall under the following categories:

- a) disclosable pecuniary interests (DPI);
- b) other significant interests (OSI);
- c) voluntary announcements of other interests.

3. **Minutes (Pages 7 - 12)**

To consider and approve, as a correct record, the minutes of the meeting held on 27 May 2020.

If members have any particular questions on the reports below, it would help the management of the meeting if they could send them in by Monday 22 June 2020 to committee@folkestone-hythe.gov.uk. Members can, of course, also raise matters in the meeting.

Queries about the agenda? Need a different format?

Contact Jemma West – Tel: 01303 853369
Email: committee@folkestone-hythe.gov.uk or download from our website
www.folkestone-hythe.gov.uk

4. **General Fund Revenue 2019/20 Provisional Outturn (Pages 13 - 24)**

This report summarises the 2019/20 final outturn position (subject to audit) for the General Fund revenue expenditure compared to both the latest approved budget and quarter 3 projections.

5. **Housing Revenue Account Revenue and capital Financial Outturn 19/20 (Pages 25 - 38)**

This report summarises the 2019/20 provisional outturn position (subject to audit) for the HRA revenue expenditure and HRA capital programme compared to both the latest approved budget and quarter 3 projections.

6. **General Fund Capital Programme Outturn 19/20 (Pages 39 - 54)**

This report summarises the 2019/20 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 2019/20.

7. **Financial Impact on 2020/21 Budget of COVID-19 (Pages 55 - 62)**

This report provides an overview of the financial impact of COVID-19 on the council and also outlines the work underway to address the pressures currently anticipated.

8. **District, Parish and Town Council Elections - Kent scale of election fees (Pages 63 - 72)**

This report sets out changes to the Kent scale of election fees of Folkestone & Hythe's Returning Officer to undertake the arrangements for managing and conducting district, parish and town council elections.

Due to the coronavirus pandemic all elections have been suspended for this current financial year (2020-2021) in accordance with The Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020.

In 2021 a new scale of fees will be submitted to Cabinet for the 2021-2022 financial year. This will be used for any election taking place on or after Thursday 6th May 2021

9. **COVID-19 Response to Date and Recovery Plan Framework (Pages 73 - 84)**

This report provides an overview of the Council's response to date in relation to COVID-19 and seeks approval of a framework which will guide the development and delivery of the Council's COVID-19 Recovery Plan.

10. **Play Area Strategy 2020-2030 - Consultation responses and outcome**

(Pages 85 - 214)

Report No. **C/19/48** considered the draft Play Area Strategy 2020-2030 as presented to Cabinet on 11/12/2019. The report detailed how high quality play areas will be provided and maintained throughout the District over the next ten years. Cabinet resolved:

1. That report C/20/04 be received and noted.
2. That the suggestion of sites to be sold in respect of non-strategic play areas be removed.
3. That the principles of the draft Play Area Strategy 2020-2030 and associated action plan be approved.
4. To proceed to formal consultation.
5. That a report be brought back to Cabinet following formal consultation with a view to approving the Strategy from 1st April 2020.

These resolutions have been actioned with the formal consultation beginning 20/12/2019 and concluding on 31/01/2020. This report summarises the consultation responses and minor amendments to the strategy.

11. Community Infrastructure Levy Governance Framework (Pages 215 - 230)

The introduction of the Community Infrastructure Levy (CIL) by Folkestone & Hythe District Council in August 2016 necessitates the development of governance arrangements for spending the money that is to be collected. This report seeks approval of a CIL Governance Framework.

12. Romney Marsh Employment Hub (Land at Mountfield Road Industrial Estate, New Romney) (Pages 231 - 254)

This report seeks authority to accept a grant offer from the Nuclear De-commissioning Authority (NDA) and to agree the transfer of land into joint ownership with the joint venture partners, East Kent Spatial Development Company (EKSDC), which will enable the construction of a business centre at Mountfield Road Industrial Estate, New Romney to proceed as approved by Cabinet in September 2019 (C/19/22).

The project will make an important contribution to the Council's Covid 19 economic recovery plans and its development will assist the resurgence of the construction sector which usually leads the way out of recession.

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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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Minutes

Cabinet

Held at:	Remote Meeting .
Date	Wednesday, 27 May 2020
Present	Councillors John Collier, Ray Field, David Godfrey, Mrs Jennifer Hollingsbee (Vice-Chair), David Monk (Chairman), Stuart Peall, Tim Prater, Lesley Whybrow and David Wimble
Apologies for Absence	None.
Officers Present:	Tim Bailey (Planning Policy Specialist), Andy Blaszkowicz (Director of Housing and Operations), Kate Clark (Case Officer - Committee Services), Ewan Green (Director of Place), Adrian Hammond (Housing Strategy Manager), Andy Jarrett (Chief Strategic Development Officer), John Bunnett (Development Director), Amandeep Khroud (Assistant Director), Tim Madden (Director of Transformation and Transition), Steve Makin (ICT Contracts Officer), Susan Priest (Chief Executive), Charlotte Spendley (Director of Corporate Services), Adrian Tofts (Strategy, Policy & Performance Lead Specialist) and Jemma West (Committee Service Specialist)

NOTE: All decisions are subject to call-in arrangements. The deadline for call-in is Friday 5 June at 5pm. Decisions not called in may be implemented on Monday 8 June 2020.

1. **Declarations of Interest**

There were no declarations at this point in the meeting. However, during the consideration of the item 'Otterpool Park LLP – Structuring and Initial Activities', Councillor Mrs Hollingsbee made a declaration of pecuniary interest (DPI), and did not take part in the debate or vote on the item.

2. **Minutes**

The minutes of the meeting held on 19 February 2020 were submitted, approved and signed by the Chairman.

3. Report by the Local Government and Social Care Ombudsman - Complaint Investigation, January 2020

The report set out details of an investigation completed by the Local Government and Social Care Ombudsman (Ombudsman) about the lack of support that Mr X alleges he received from the Council when he and his family approached the Council for housing assistance.

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

RESOLVED:

- 1. That report C/20/01 be received and noted.**
- 2. That the Council accepts the findings set out in the Ombudsman's report and takes the action required.**

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

REASONS FOR DECISION

- a) Officers have fully reviewed the timescale of this case and the assistance provided to Mr X.
- b) In response to the Ombudsman's report, officers have reviewed its Homelessness and Housing Waiting List Services, including the support given to Mr X throughout his contact with the Council.
- c) The Council is drafting a further factsheet for clients, which will be available both online and front of house, advising clients on the role of the Council and clients in the completion of a Housing Options Appraisal.
- d) The Council's Cabinet is required to consider the Ombudsman's report and is required to confirm the action it has taken or proposes to take to the Ombudsman.
- e) The Council is required to accept the findings set out in the Ombudsman's report.

4. East Kent Housing - Single System

The report gave the background as to the transition of the East Kent Housing Northgate IT system and the approach adopted for this system when the Housing service returns to be delivered by the Council. The report sets out the issues with the system, the approach being adopted and authorization to identify sums to progress the project.

Proposed by Councillor Godfrey,
Seconded by Councillor Collier; and

RESOLVED:

- 1. That Report C/20/06 be deferred for further investigation.**

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

REASONS FOR DECISION:

Cabinet raised concerns about the costs involved, and requested that an external analyst be consulted, and seek to negotiate further savings.

5. Local Development Scheme Update

Local Planning Authorities (LPAs) are required to prepare and maintain a Local Development Scheme (LDS) under Section 15 of the Planning and Compulsory Purchase Act 2004, as amended by the Localism Act 2011 and the Housing and Planning Act 2016.

The report sought approval for the updated Local Development Scheme for 2020-2023.

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

RESOLVED:

- 1. That report C/20/03 be received and noted.**
- 2. That the Local Development Scheme, which is to have immediate effect, be approved.**
- 3. That delegated authority be given to the Strategy, Policy and Performance Lead Specialist to make and approve any final changes to the wording and content of the Local Development Scheme following adoption of the Places and Policies Local Plan, and to publish the Local Development Scheme on the Council's website.**

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

REASONS FOR DECISION:

To ensure that the council have an up-to-date Local Development Scheme for the Core Strategy Review Examination in Public.

6. Otterpool Park LLP - Structuring and Initial Activities

The report made recommendations regarding the corporate structuring and initial activities of Otterpool Park LLP (the "Delivery Vehicle"), the Council's delivery vehicle in relation to the development of the Otterpool Park garden town (the "Project").

Prior to consideration of this report, Councillor Mrs Hollingsbee made a declaration of pecuniary interest (DPI) and did not participate in the debate, or the vote.

Proposed by Councillor Monk,
Seconded by Councillor Wimble; and

RESOLVED:

- 1. That report C/20/02 be received and noted.**

- 2. That the Members' Agreement for the Delivery Vehicle, including the delegations matrix (the "Delegations Matrix") in schedule 3 of the agreement (the "Members' Agreement") set out in Appendix 2 be approved, with the Assistant Director of Governance & Law being authorised to make any minor drafting adjustments in finalising the document.**
- 3. That the Council's representative at the Members' Meetings be the Leader of the Council and the Nominee Company's representative be the Director of Place.**
- 4. To continue the appointments to the board of the Delivery Vehicle of John Bunnett, Director of Development, and Andy Jarrett, Chief Strategic Development Officer, for another six months, subject to re-appointment on the appointment of the full board.**
- 5. That the full board consist of additionally two Councillors appointed by the Leader of the Council as soon as practicable, the remuneration for these appointments being the equivalent to, and being treated as a Cabinet Member Special Responsibility Allowance, and three independent non – executive directors, again appointed as soon as practicable within the next six months.**
- 6. That the specification for the independent non – executive directors set out in appendix 3 be approved and that the remuneration be set at £10,000 pa.**
- 7. That an appointment of the Director of Place as the replacement sole director to the board of the Nominee Company be approved.**
- 8. That the entering into of service level agreements(s) between the Council and the Delivery Vehicle for the provision of services (including staff) by the Council to the Delivery Vehicle to support the Delivery Vehicle's initial activities described in this report be approved.**
- 9. To approve the Delivery Vehicle becoming the applicant for the outline planning application for Otterpool Park (reference Y19/0257/FH) and any subsequent planning application for the Project (the "Planning Application").**
- 10. That the provision by the Council of initial capital of £1.25m to the Delivery Vehicle to support the Delivery Vehicle's initial activities be approved.**
- 11. That the entering into of a loan facility between the Council and the Delivery Vehicle or the provision of Members' Equity, or a combination of these two methods of finance, for the provision by the Council of initial capital of £1.25m to the Delivery Vehicle to support the Delivery Vehicle's initial activities be approved.**
- 12. That the Council will provide any reasonable and necessary undertakings in order to enable the Delivery Vehicle to demonstrate to third parties an ability to meet contractual obligations properly entered into relation to its initial activities.**
- 13. That the Delivery Vehicle's business plan (the "Business Plan") is presented to Cabinet for approval in due course, and in accordance with the process set out in its Members' Agreement, prior to any further recommendations being put to Cabinet regarding the subsequent funding requirements of the Delivery Vehicle beyond its initial activities.**

- 14. That the Delivery Vehicle be properly licensed in due course to use the intellectual property that the Council has registered in relation to Otterpool Park.**

(Voting figures: 6 for, 2 against, 0 abstentions).

REASONS FOR DECISION:

Cabinet was asked to agree the recommendations on the basis that:

1. The Delivery Vehicle will deliver the Council's objectives for the Otterpool Park garden town.
2. Appointments need to be made to the boards of both the Delivery Vehicle and Otterpool Park Development Company Ltd (the "Nominee Company"), the private limited company (itself wholly-owned by the Council) which is the other corporate member of the Delivery Vehicle alongside the Council.
3. The Delivery Vehicle's initial activities need to be progressed in a timely way to prepare for the forthcoming Local Plan Examination in Public.
4. The Delivery Vehicles' initial working capital requirements need to be approved.

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This Report will be made
public on 16 June 2020

Report Number **C/20/09**

To: Cabinet
Date: 24 June 2020
Status: Non-Key Decision
Head of Service: Charlotte Spendley – Director Corporate Services
Cabinet Member: Councillor David Monk, Leader

SUBJECT: GENERAL FUND REVENUE 2019/20 PROVISIONAL OUTTURN

SUMMARY: This report summarises the 2019/20 final outturn position (subject to audit) for the General Fund revenue expenditure compared to both the latest approved budget and quarter 3 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 2019/20 final outturn position.

RECOMMENDATIONS:

1. To receive and note Report C/20/09.
2. As detailed in paragraph 2.4, to allocate £388k of unspent 2019/20 budgets to the Carry Forward Reserve.

1. INTRODUCTION

- 1.1 This report brings the 2019/20 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 3.
- 1.2 The Statement of Accounts for 2019/20 will be audited during July and the audited set will be submitted to Audit and Governance Committee on 30 July 2020 for approval.

2. GENERAL FUND OUTTURN 2019/20

- 2.1 The draft Statement of Accounts 2019/20 reports the following year end position. This report however expands further on the detail.
- 2.2 The final outturn shows a net position of £5,869k against the latest approved estimated of £5,962k. This represents an improved financial position of £93k compared to the latest approved 2019/20 budget.
- 2.3 A more detailed explanation of the final outturn is set out in the following paragraphs. In addition to the carry forwards (which are set out below), any outstanding balance will be transferred to the Council's General Reserve where it will be available for use to support expected future expenditure pressures such as the new waste contract which is to commence in January 2021.
- 2.4 The provisional carry forwards are £388k which were approved by the Section 151 Officer as budgeted revenue expenditure relating to 2019/20 to be carried forward to 2020/21. Recommendation 2 of this report seeks confirmation of this position, and appendix 1 outlines the proposed carry forwards by service area.
- 2.5 Section 3 of the report compares the outturn to the projected outturn at quarter 3 as reported to Cabinet in January 2020. The outturn for the General Fund Revenue in 2019/20 is summarised below:

General Fund Net Cost of Services	Latest Approved Budget	Outturn	Variance
	£'000	£'000	£'000
Leadership Support	805	803	-2
Transition & Transformation	329	1,397	1,068
Governance & Law	6,476	6,249	-227
Human Resources	630	625	-5
Finance, Strategy & Corporate Services	6,288	5,708	-580
Housing	876	699	-177
Strategic Development	1,051	1,210	159
Economic Development	529	444	-85
Planning	513	164	-349
Operations	2,529	1,714	-815
Sub-Total – Heads of Services	20,026	19,013	-1,013
Unallocated Net Employee Costs	-340	0	340
Total – Heads of Service	19,686	19,013	-673
Internal Drainage Board Levies	462	462	0
Interest Payable and Similar Charges	431	509	78
Interest and Investment Income	-848	-2,338	-1,490
New Homes Bonus Grant	-1,543	-1,543	0
Other Non-Service Related Government Grants	-1,815	-2,130	-315
Town and Parish Precepts	2,313	2,313	0
Minimum Revenue Provision	373	358	-15
Capital Expenditure Financed from Revenue	1,117	502	-615
NET REVENUE EXPENDITURE BEFORE USE OF RESERVES	20,176	17,146	-3,030
Net Transfers to/from Earmarked Reserves	1,880	4,490	2,610
TOTAL TO BE MET BY TAXPAYERS	22,056	21,636	-420
Business Rates Income	-3,496	-3,174	322
Demand on the Collection Fund	-12,598	-12,593	5
SURPLUS(-)/DEFICIT FOR THE YEAR	5,962	5,869	-93

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

	£'000
Administration budgets	349
Transition & Transformation	
Transformation Programme	1,111
Governance & Law	
Recycling & Waste	-91
Cleansing	-32
Local Land Charges	46
Finance, Strategy & Corporate Services	
Housing Benefit/Rent Rebates	-446
Council Tax Collection	80
Council Tax Reduction Scheme	-208
Housing	
Homelessness	-187
Strategic Development	
Otterpool Park	529
Corporate Investment Initiatives	-392
Economic Development	
Regeneration & Economic Development	-89
Planning	
Development Control – professional fees and advice	-136
Development Control – planning income	-305
Development Control – PPA income	-200
Operations	
On Street Parking	-49
Off Street Parking	-119
Building Control	52
Outdoor Sports & Recreation	-250
Sewerage Services	-233
Other small variations	-103
Total – Heads of Service	-673

2.6.1 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.

The overspend largely relates to Development Control within Planning and is off-set by an increase in planning income as shown below in section 2.6.8.

2.6.2 Transition & Transformation

Transformation Programme - Although the transformation project is currently showing a variance, the spending is on target to utilise the budget that was approved by Cabinet in February 2018. The budget is being held centrally and was profiled over 3 years with 2019/20 being year 2. The funding will be drawn to match the profile of spend of the project and will continue to be monitored and re-profiled as necessary. The transformation project is at present projecting to be within budget overall.

2.6.3 Governance & Law

Recycling & Waste – the underspend relates to an increase in income for garden waste bin subscriptions being higher than originally expected.

Cleansing - the increase in income relates to receiving additional grant from Kent County Council (KCC).

Local Land Charges – the overspend relates to a decrease in land charges income received being lower than originally expected.

2.6.4 Finance, Strategy & Corporate Services

Housing Benefit/Rent Rebates – the net underspend on Housing Benefits relates to the decrease in rent allowance payments and the net underspend on Rent Rebates relates to a decrease in Rent Rebate payments.

These areas are a major element of expenditure for the council but over which little control can be applied. Government subsidy is received in respect of expenditure incurred but to varying rates which results in an element of cost remaining with the council. The decreased expenditure is a very small percentage of overall expenditure incurred.

Council Tax Collection – the amount of income received from court costs was lower than in previous years due to the amount of costs awarded to us being reduced during 2019/20.

Council Tax Reduction Scheme – the increase in income relates to additional grants being received from KCC relating to additional Support Grant (£103k) and Empty Homes Incentive Fund (£105k).

2.6.5 Housing

Homelessness – the increase in income relates to grant received from Ministry of Housing, Communities & Local Government (MHCLG) for our allocation of the Flexible Housing Support Grant and Homeless Reduction Act. This surplus grant has been taken to the earmarked reserve to be used in 2020/21.

2.6.6 Strategic Development

Otterpool Park – The net cost for progressing the Otterpool masterplanning process in 2019/20, both as a developer and as the local planning authority, was £529k more than budgeted.

The increase mainly relates to work required to support the project undertaken by consultants Arcadis for the Collaboration Board and Project Board in order to achieve outline planning permission.
All costs for 2019/20 will be met from the Otterpool Reserve.

Corporate Investment Initiatives – the underspend includes the Town Centre Regeneration Initiatives budget and is to be carried forward and spent in 2020/21.
All costs will be met from the Economic Development Reserve.

2.6.7 Economic Development

Regeneration & Economic Development – there are various items that contribute to the underspend, including professional fees and advice and a start-up service for local business support, and is part of the proposed carry forwards for use in 2020/21.

2.6.8 Planning

Development Control – income for planning application fees received have continued to increase and there is also an underspend within expenditure relating to professional fees and advice, which is part of the proposed carry forwards for use in 2020/21.

Development Control – following the successful introduction of Planning Performance Agreements (PPA) additional income has been received in 2019/20.

As mentioned in 2.6.1 this additional income off-sets the Development Control salary costs.

2.6.9 Operations

Car Parking – both the on-street and off-street parking have over-achieved its income budgets by £49k and £119k respectively as services have continued to see an increase in income due to greater usage and an increase in penalty notices issue. There has also seen an increase in visitor permits for on-street parking.

Building Control – there was a decrease in building regulation fee income received and was lower than originally expected.

Outdoor Sports & Recreation – Section 106 monies have been received and taken to earmarked reserves to fund future maintenance costs of Shorncliffe Pavilion.

Sewerage Services – there has been contributions received towards the former Churchlands Mains Drainage scheme and is shown within the Heads of Service total before being transferred to the Capital Grants Unapplied Reserve to support capital investment.

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

2.7.1 Interest Payable and Similar Charges

The £78k variance relates to an increase in the Bad Debt Provision in response to the economic impact of Covid-19.

2.7.2 Interest and Investment Income

An additional £1,490k interest and investment income received largely relates to £1,394k net income being received from Investment Property and mainly relating to Connect 38 and an additional £96k from enhanced returns from pooled fund investments.

The rental income received relates to the Connect 38 offices in Ashford, acquired in May 2019. The full acquisition cost £17.7m has been met from Prudential Borrowing. For 2019/20 the council used cheaper internal borrowing from available cash balances to temporarily meet the capital cost of Connect 38 rather than take out new external borrowing. The impact of the internal borrowing has been contained within the interest payable and receivable budgets which are held outside of the heads of service area. Further, the requirement on the council to make an annual Minimum Revenue Provision (MRP) charge to offset the Capital Financing Requirement arising from the borrowing does not commence until 2020/21. The annual MRP charge for Connect 38 is estimated to be in the region of £500k.

The rental income received from Connect 38, which did not feature in the approved 2019/20 budget has been reversed out and taken to Earmarked Reserves as shown below.

2.7.3 Other Non-Service related Government Grants

There has been additional grant received of £315k within 2019/20 which reflects net changes to grants received from Ministry of Housing, Communities & Local Government (MHCLG) in relation to additional Brexit funding of (£335k) partially offset by a reduction in Section 31 grant relating to lower business rates discretionary reliefs awarded of £20k. This additional income has been transferred to earmarked reserves.

2.7.4 Capital Financed from Revenue

There is a decrease of £615k in the budgeted sum in respect of a saving from an increase in the use of capital receipts to meet the cost of the General Fund capital expenditure in 2019/20.

2.7.5 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 £2,610k.

The Carry Forward reserve includes £388k which was approved by the Section 151 Officer as budgeted revenue expenditure relating to 2019/20 to be carried forward to 2020/21 and will be endorsed through the approval of recommendation 2 of this report.

The main reasons for the variance are £1,272k one-off Connect 38 income moved to reserves, £417k Business Rates Pool benefit not budgeted, £250k Section 106 monies, £400k of the in-year underspend earmarked for Corporate Priorities and £335k additional Brexit funding.

Based on the outturn as at 31 March 2020 the council's net movements in earmarked reserves were:

Earmarked Reserve	Balance at 1/4/2019	Latest Budget	Movement	Outturn	Balance at 31/3/2020
	£'000	£'000	£'000	£'000	£'000
Business Rates	5,496	59	144	203	5,699
Leisure Reserve	197	0	300	300	497
Carry Forwards	723	-271	229	-42	681
VET Reserve	637	24	-404	-380	257
Invest to Save	366	0	0	0	366
Maintenance of Graves	12	0	0	0	12
New Homes Bonus (NHB)	2,524	-165	1	-164	2,360
Corporate Initiatives	404	260	334	594	998
IFRS Reserve	38	-7	0	-7	31
Otterpool Park Garden Town	2,129	-278	-281	-559	1,570
Economic Development	2,901	-742	2,225	1,483	4,384
Community Led Housing	437	0	-20	-20	417
Lydd Airport	9	0	0	0	9
Homelessness Prevention	319	0	82	82	401
High Street Regeneration	0	3,000	0	3,000	3,000
Total Earmarked Reserves	16,192	1,880	2,610	4,490	20,682

2.7.6 Business Rates Income

There is a net reduction in Business Rates income of £322k. This is a result of additional reliefs awarded totalling £555k and a net increase in the appeals provision of £184k following the recent Supreme Court ruling that ATMs in retail outlets are exempt from business rates, which are off-set by the pool benefit for 2019/20 of (£417k).

3. GENERAL FUND OUTTURN 2019/20 COMPARED TO PROJECTED OUTTURN

3.1 This section compares the final outturn to the projected outturn at quarter 3 as reported to Cabinet in January 2020.

General Fund Net Cost of Services	Projected Outturn @ Qtr 3	Outturn	Variance
	£'000	£'000	£'000
Leadership Support	752	803	51
Transition & Transformation	311	1,397	1,086
Governance & Law	6,375	6,249	-126
Human Resources	596	625	29
Finance, Strategy & Corporate Services	5,409	5,708	299

Housing	933	699	-234
Strategic Development	1,652	1,210	-442
Economic Development	532	444	-88
Planning	545	164	-381
Operations	905	1,714	809
Sub-Total – Heads of Services	18,010	19,013	1,003
Unallocated Net Employee Costs	0	0	0
Total – Heads of Service	18,010	19,013	1,003

3.1.1 The major reasons for the variance at ‘total for service’ level are as follows:

	£'000
Administration budgets	128
Transition & Transformation	
Transformation Programme	1,111
Finance, Strategy & Corporate Services	
Housing Benefit/Rent Rebates	213
Council Tax Collection	60
Housing	
Homelessness	-177
Planning	
Development Control – planning income	-300
Development Control – professional fees and advice	-82
Strategic Development	
Otterpool Park	-458
Economic Development	
Regeneration & Economic Development	-89
Operations	
Outdoor Sports & Recreation – Section 106	-250
Building Holding Accounts – Connect 38	1,119
Sewerage Services – Churchlands	-233
Other small variations	-39
Total – Heads of Service	1,003

4. RISK MANAGEMENT ISSUES

4.1 A summary of the perceived risks follows:

Perceived risk	Seriousness	Likelihood	Preventative action
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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.
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5. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

5.1 Legal Officer's Comments (AK)

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

5.2 Finance Officer's Comments (LH)

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.

6. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

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

Leigh Hall, Case Management Lead (Corporate Services)

Telephone: 01303 853231 Email: leigh.hall@folkestone-hythe.gov.uk

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

Budget outturn and projection working papers.

List of Carry Forwards	£
<u>Governance & Law</u>	
EK Waste Contract	65,000
Conducting Elections	6,000
<u>Finance, Strategy & Corporate Services</u>	
CLT Contingency	109,600
Crime & Disorder – reduction initiatives	6,930
Community Grants	7,000
<u>Strategic Development</u>	
Strategic Projects – preliminary / legal costs	13,900
<u>Economic Development</u>	
Romney Marsh Partnership	1,700
Regeneration & Economic Development – start up service for local business support	30,000
Folkestone CLLD	55,155
<u>Planning</u>	
Development Control – legal advice for Judicial Review	28,000
<u>Operations</u>	
Street Lighting	5,000
Maintenance Officers – play area equipment	14,530
Building Holding Account - Car Parks	17,000
Misc Corporate Properties – Hawkinge buildings repairs	7,000
Misc Corporate Properties – MUGA Cheriton Rec repairs	21,500
Total – Heads of Services	388,315

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This Report will be made public on 16 June 2020

Report Number **C/20/10**

To: Cabinet
Date: 24 June 2020
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 2019/20

SUMMARY: This report summarises the 2019/20 provisional outturn position (subject to audit) for the HRA revenue expenditure and HRA capital programme compared to both the latest approved budget and quarter 3 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 2019/20 position.

RECOMMENDATIONS:

1. To receive and note Report C/20/10.

INTRODUCTION

- 1.1 This report brings the 2019/20 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 3 projections. The report covers both revenue and capital expenditure for last year.
- 1.2 The formal Statement of Accounts for 2019/20 is being audited over July and will be submitted to Audit and Governance Committee on 30 July 2020 for approval.

2. HRA REVENUE AND CAPITAL 2019/20 OUTTURN

2.1 Final Revenue outturn compared to latest approved budget

- 2.1.1 The draft Statement of Accounts 2019/20 reports the following year end position for the HRA. This report however expands further on the detail.

HRA Net Revenue Expenditure 2019/20	Latest Approved Budget 2019/20	Final Outturn 2019/20	Variance
	£000's	£000's	£000's
Income	(16,236)	(16,204)	32
Expenditure	10,366	14,618	4,252
HRA Share of Corporate Costs	206	160	(46)
Net Cost of HRA Services	(5,664)	(1,426)	4,238
Interest Payable/Receivable	1,494	1,491	(3)
HRA Surplus/Deficit	(4,170)	65	4,235
Other items of Income & Expenditure	0	(3,763)	(3,763)
Revenue Contribution to Capital	8,311	1,387	(6,924)
Decrease/(Increase) to HRA Reserve	4,141	(2,311)	(6,452)

- 2.1.2 The above table shows that the final position reflects a favorable movement in financial terms of £6.5m than the latest approved budget.
- 2.1.3 The 'Expenditure' line shows an adverse variance of £4.3m of which £3.8m relates to impairment and revaluation losses relating to council dwellings, however these entries together with the depreciation charge are reversed out in accordance with accounting policies through the 'Other Items of Income and Expenditure' line which shows a favourable variance of (£3.8m), so there is no net impact on the HRA surplus.

2.1.4 The main reasons for the £6.5m underspend compared to the latest approved budget, are as follows:

HRA Net Revenue Expenditure	
	Variance £000's
Revenue contribution to capital expenditure	(6,924)
General management	315
Special management	138
Other net variances	12
Final year end movement compared to latest approved budget	<u>(6,459)</u>

Revenue contribution to capital expenditure

2.1.5 The decrease in revenue contribution relates to an underspend on the new build/acquisition programme in year largely due to delays in planning permission and sites being ready for works to begin. These schemes are now planned to commence in 2020/21 and 2021/22 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.

General Management

2.1.6 The increase in general management expenditure relates to £226k additional funding provided to EKH for increased resources required to deal with compliance issues and £137k legal costs relating to the review of EKH contracts. There was an underspend of (£54k) on the HRA new builds consultancy budget due to feasibility studies, professional and planning advice not required during 2019/20 which aligns with the re-profiling of the new build and acquisition programme.

2.1.7 Special Management

The increase in special management expenditure relates to a severe water leak at Win Pine House and increased costs for prior periods based on actual usage.

2.2 Final Revenue outturn compared to quarter 3 projections

2.2.1 The table below shows that the final position is £809k better than the quarter 3 projections.

HRA Net Revenue Expenditure 2019/20	Qtr 3 Projection 2019/20	Final Outturn 2019/20	Variance
	£000's	£000's	£000's
Income	(16,244)	(16,204)	40
Expenditure	10,421	14,618	4,197
HRA Share of Corporate Costs	206	160	(46)
Net Cost of HRA Services	(5,617)	(1,426)	4,191
Interest Payable/Receivable	1,494	1,491	(3)
HRA Surplus/Deficit	(4,123)	65	4,188
Other items of Income & Expenditure	0	(3,763)	(3,763)
Revenue Contribution to Capital	2,621	1,387	(1,234)
Decrease/(Increase) to HRA Reserve	(1,502)	(2,311)	(809)

.2.2 The main reasons for the £809k variance compared to quarter 3 projection, are as follows:

HRA Net Revenue Expenditure

	Variance £000's
Revenue contribution to Capital expenditure	(1,234)
Repairs and Maintenance	148
Special Management	130
Other net variances	147
Final year end movement compared to Qtr 3 Projection	(809)

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 £10.9m less than the latest approved budget.

HRA Capital Programme 2019/20	Latest Approved Budget 2019/20	Final Outturn 2019/20	Variance
	£000's	£000's	£000's
HRA Capital programme	15,634	4,769	(10,865)

2.3.2 The main reasons for the £10.9m variance compared to the latest approved budget, are as follows:

HRA Capital Programme

	Variance £000's
New Build/Acquisitions programme	(9,888)
External Enveloping	(345)
Rewiring	(337)
Kitchen Replacement	(163)
Heating Improvements	(121)
Other net variances	(11)
Final year end movement compared to latest approved budget	(10,865)

New Build/Acquisitions programme

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 planning permission and sites being ready for works to commence. These schemes have been re-profiled and are now planned to commence in 2020/21 and 2021/22. Works on site due to commence in 2020/21 include Highview and Biggins Wood.

External Enveloping

2.3.4 The decrease in external enveloping is due to the need to identify works and a stock condition survey is scheduled to be completed early in 2020/21.

£250k of the unspent budget has been requested as a carry forward to complete works in 2020/21.

Rewiring

2.3.5 The decrease in rewiring expenditure is due to a delay in a new contract being procured within this financial year.

Kitchen Replacement

2.3.6 The decrease in kitchen replacements is due to contractor staffing resource issues which led to a slower workflow in 2019/20 and works ceasing in the final part of the year due to Covid-19.

Heating Improvements

2.3.7 The decrease in heating improvements is largely due to the new Gas Call contract starting in October 2019 with servicing and maintenance works being prioritised before issuing install works.

2.4 Final Capital outturn compared to quarter 3 projections

2.4.1 The table below shows that the final position on the HRA Capital programme is £1.9m less than the quarter 3 projection.

HRA Capital Programme 2019/20	Qtr 3 Projection 2019/20	Final Outturn 2019/20	Variance
	£000's	£000's	£000's
HRA Capital programme	6,634	4,769	(1,865)

2.4.2 The main reasons for the £1.9m variance compared to the quarter 3 projections, are as follows:

HRA Capital Programme	Variance £000's
New Build/Acquisitions programme	(1,738)
Replacement Windows and Doors	(179)
Kitchen replacements	(163)
Re-roofing	358
Other net variances	(143)
Final year end movement compared to Qtr 3 Projection	<u>(1,865)</u>

3. CONCLUSION

- 3.1 The final position reflects a favorable movement in financial terms for the HRA Reserve of £6.5m compared to the latest approved budget.
- 3.3 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 2020/21 capital programme will need to continue to be reviewed to take account of the capacity to manage the programme including the slippage from 2019/20.

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.
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5. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

5.1 Legal Officer's Comments (NE)

There are no legal implications arising from this report.

5.2 Finance Officer's Comments (CI)

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, Lead Accountant

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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Actual 2018/19 £	<u>HOUSING REVENUE ACCOUNT</u>	Latest Budget 2019/20 £
	<u>INCOME</u>	
14,669,358	Dwelling rents	14,843,000
279,179	Non-dwelling rents	355,020
895,450	Other charges for services and facilities	985,430
52,200	Contributions from general fund	52,200
15,896,187	TOTAL INCOME	16,235,650
	<u>EXPENDITURE</u>	
2,963,126	Repairs and maintenance	3,548,480
3,012,538	General management	3,101,810
1,129,754	Special management	1,054,940
36,331	Rents, rates & taxes	21,750
100,868	Increase provision for bad or doubtful debts	90,000
	<u>Capital Financing Costs</u>	
5,088,503	Depreciation charges	2,526,850
3,286,020	Exceptional Item Impairment	0
21,500	Debt management expenses	21,920
15,638,640	TOTAL EXPENDITURE	10,365,750
-257,547	NET COST OF SERVICES	-5,869,900
154,886	HRA Services Share of Corporate & Democratic Core	205,820
0	HRA share of other amounts	0
-102,661	NET COST OF HRA SERVICES	-5,664,080
-1,120,015	(Gain)/Loss on Sale of HRA fixed Assets	0
1,596,808	Loan charges - Interest	1,569,000
0	<u>Investment Income</u>	
0	Mortgages	0
-88,535	Interest on notional cash balances	-75,000
101,000	Pensions Interest Cost and Expected Return on Assets	0
386,596	NET OPERATING INCOME	-4,170,080
-5,810,259	Any other item of income & expenditure	0
-12,648	Amounts charged to income & exp. for premiums & discounts	0
1,120,015	Gain/(Loss) on Sale of HRA fixed Assets	0
0	Repayment of Debt	0
2,330,310	Revenue Contribution to Capital Expenditure	8,311,030
-130,000	Net charges made for retirement benefits	0
0	Transfer to/from(-) Major Repairs Reserve	0
-2,115,986	TOTAL DEFICIT/SURPLUS(-) FOR YEAR	4,140,950
8,047,323	Balance as at 1st April	10,163,309
10,163,309	Balance as at 31st March	6,022,359

Appendix 1

HRA REVENUE OUTTURN POSITION 2019/20

Actuals 2019/20 £	Variance £	Quarter 3 Projections £	Variance 2019/20 £
14,854,286	11,286	14,872,670	-18,384
318,503	-36,517	326,520	-8,017
978,838	-6,592	992,820	-13,982
52,200	0	52,200	0
16,203,827	-31,823	16,244,210	-40,383
3,487,250	-61,230	3,339,620	147,630
3,416,915	315,105	3,356,800	60,115
1,193,329	138,389	1,063,700	129,629
19,316	-2,434	21,750	-2,434
140,313	50,313	90,000	50,313
5,510,903	2,984,053	2,526,850	2,984,053
827,860	827,860	0	827,860
21,920	0	21,920	0
14,617,805	4,252,055	10,420,640	4,197,165
-1,586,021	4,283,879	-5,823,570	4,237,549
159,534	-46,286	205,820	-46,286
0	0	0	0
-1,426,487	4,237,593	-5,617,750	4,191,263
-628,558	-628,558	0	-628,558
1,569,205	205	1,569,000	205
0	0	0	0
-78,215	-3,215	-75,000	-3,215
43,000	43,000	0	43,000
-521,055	3,649,025	-4,123,750	3,602,695
-3,750,219	-3,750,219		-3,750,219
0	0	0	0
628,558	628,558	0	628,558
0	0	0	0
1,387,326	-6,923,704	2,621,000	-1,233,674
-56,000	-56,000	0	-56,000
0		0	0
-2,311,389	-6,452,339	-1,502,750	-808,639
10,163,309		8,047,323	
12,474,698		9,550,073	

HRA CAPITAL OUTTURN POSITION 2019/20

Actual 2018/19 £	<u>HRA CAPITAL PROGRAMME</u>	Latest Budget 2019/20 £	Outturn 2019/20 £	Variance 2019/20 £	Qtr 3 Projections £	Variance 2019/20 £
	<u>EXPENDITURE</u>					
	<u>MAJOR REPAIR & IMPROVEMENT</u>					
	<u>Decent Homes Standard</u>					
196,262	Fire Protection Works	120,000	174,942	54,942	125,000	49,942
703,140	Replacement Windows and Doors	230,100	260,872	30,772	440,000	-179,128
1,216	Re-roofing	387,100	458,501	71,401	100,000	358,501
84,192	Heating Improvements	668,450	547,460	-120,990	668,450	-120,990
194,710	Kitchen Replacement	403,000	239,590	-163,410	403,000	-163,410
177,024	Bathroom Improvements	170,000	159,521	-10,479	170,000	-10,479
227,400	Voids Capital Works	250,000	172,986	-77,014	250,000	-77,014
41,334	External Enveloping	557,500	212,281	-345,219	200,000	12,281
18,677	Rewiring	405,000	67,875	-337,125	50,000	17,875
0	Contract Specification	61,000	14,340	-46,660	61,000	-46,660
1,643,955	Sub-Total	3,252,150	2,308,369	-943,781	2,467,450	-159,081
	<u>Non Decent Homes Standard</u>					
0	Treatment Works	10,000	0	-10,000	10,000	-10,000
311,862	Disabled Adaptations	350,000	426,565	76,565	350,000	76,565
38,465	Cyclical Sheltered	80,000	37,900	-42,100	50,000	-12,100
31,945	Garages Improvements	30,000	24,362	-5,638	30,000	-5,638
24,805	Lift Replacement	50,000	5,228	-44,773	500	4,728
15,284	Thermal Insulations	10,000	4,836	-5,164	10,000	-5,164
422,361	Sub-Total	530,000	498,891	-31,109	450,500	48,391
	<u>Environment/Estate Improvement</u>					
15,630	Environmental Works	25,000	7,899	-17,101	25,000	-17,101
0	New Paths	15,000	25,912	10,912	30,000	-4,088
0	Play Areas	10,000	14,235	4,235	10,000	4,235
15,630	Sub-Total	50,000	48,046	-1,954	65,000	-16,954
	<u>OTHER SCHEMES</u>					
3,174,541	New Builds/Acquisitions	11,801,500	1,913,257	-9,888,243	3,651,110	-1,737,853
92,500	EKH Single System	0	0	0	0	0
3,267,041	Sub-Total	11,801,500	1,913,257	-9,888,243	3,651,110	-1,737,853
5,348,987	TOTAL EXPENDITURE	15,633,650	4,768,564	-10,865,086	6,634,060	-1,865,496
	<u>FINANCING</u>					
952,362	1-4-1 Capital Receipts	3,540,450	573,977	-2,966,473	1,095,333	-521,356
2,066,316	Major Repairs Allowance	3,782,150	2,807,260	-974,890	2,917,950	-110,690
0	Section 106	0	0	0	0	0
2,330,309	Revenue Contribution	8,311,050	1,387,326.37	-6,923,724	2,620,777	-1,233,451
5,348,987	TOTAL FINANCING	15,633,650	4,768,564	-10,865,086	6,634,060	-1,865,496
0	SURPLUS C/FWD	0	0	0	0	0

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This Report will be made public on 16 June 2020



Report Number **C/20/11**

To: Cabinet
Date: 24 June 2020
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 2019/20

SUMMARY: This report summarises the 2019/20 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 2019/20.

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/20/11.

1. INTRODUCTION AND BACKGROUND

1.1 This report compares the 2019/20 outturn (subject to audit) for the capital programme to the latest approved budget, agreed by Full Council on 19 February 2020 (minute 101 refers). Specifically, this report;-

- i) provides explanations of the key variances for schemes within the programme between the latest approved budget and the outturn position for 2019/20,
- ii) considers the impact the changes to the overall capital programme will have on the financing resources required to fund it,
- iii) summarises the 2019/20 outturn position for the approved prudential indicators for capital expenditure.

2. 2019/20 FINAL OUTTURN COMPARED TO THE LATEST APPROVED BUDGET

2.1 The total cost and funding of the General Fund capital programme for 2019/20 is £54,509,237 a reduction of £3,865,563 compared to the latest approved budget of £58,374,800. The following table provides a summary of the final outturn for the General Fund capital programme in 2019/20 compared to both 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 2019/20	Latest Budget 2019/20	Provisional Outturn 2019/20	Variance Budget to Outturn
	£'000	£'000	£'000
Service Units			
Operations	18,471	18,459	(12)
Finance, Strategy & Corporate Services	3,740	2,712	(1,028)
Governance & Law	12	13	1
Housing	1,855	1,486	(369)
Economic Development	0	23	23
Strategic Development	34,297	31,816	(2,481)
Total Capital Expenditure	58,375	54,509	(3,866)
Capital Funding			
Capital Grants	(1,202)	(1,370)	(168)
External Contributions	(460)	(457)	3
Capital Receipts	(1,840)	(1,758)	82
Revenue	(1,217)	(502)	715
Borrowing	(53,656)	(50,422)	3,234
Total Funding	(58,375)	(54,509)	3,866

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

Variances – 2019/20 Latest Budget to Outturn				
1		Slippage and Reprofiling between 2019/20 and 2020/21	£'000	£'000
	i)	Otterpool Park Land and Property Acquisitions	(2,049)	
	ii)	GF Property Health & Safety Enhancement Work	53	
	iii)	Oportunitas Phase 2 Funding	(90)	
	iv)	Greatstone Holiday Lets	(56)	
	v)	Ship Street Site Folkestone	(441)	
	vi)	Temporary Housing Accommodation	(527)	
	vii)	Lower Sandgate Road Beach Huts Capital Contribution	(72)	
	viii)	Parkmap System	38	
	ix)	On-street Pay & Display Car Park Machines	16	
	x)	Other schemes (net)	(15)	
				(3,143)
2		Reclassification between capital and revenue		
	i)	FHDC Transformation Project - to revenue	(944)	
	ii)	CLLD Capital Projects - from revenue	23	
	iii)	Bacas Burial Software System - to revenue	(11)	
				(932)
3		Overspends		
	i)	PC Replacement Programme	19	
	ii)	Otterpool Park Garden Town Delivery Mechanism	73	
	iii)	Hythe-Folkestone Beach Recharge Study (met from government grant)	16	
	iv)	Disabled Facilities Grants - increased demand met from government grant	136	
	v)	Joint FHDC/KCC Empty Home Initiatives	22	
	vi)	Other small overspends	8	
				274
4		Savings		
	i)	Grounds Maintenance Vehicle Replacement Programme	(33)	
	ii)	Royal Military Canal Footpath Enhancements	(13)	
	iii)	Other small savings	(19)	
				(65)
Total change in overall capital programme for 2019/20				(3,866)

2.3 As highlighted 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 2019/20 and 2020/21. Cabinet is reminded that the council has an approved five year Medium Term Capital Programme through

to 31 March 2025 and a number of the schemes in it are profiled to incur expenditure over more than one financial year as part of their approved budget. Some capital schemes are more difficult to project accurately in terms of both the timing of expenditure and, in some cases, the final cost. This is particularly the case with some of the strategic property initiatives, the private sector housing schemes, including Disabled Facilities Grants, and the drawdown of funding for property acquisitions by Oportunitas Limited.

- 2.4 **Transformation Project** - The Flexible Use of Capital Receipts regulations currently allow local authorities to use qualifying capital receipts from the sale of non-HRA land and property assets to capitalise revenue expenditure on initiatives aimed at generating future savings or efficiencies. The Council's Transformation Project meets this definition. The profiled budget for the project in 2019/20 was anticipated to be met from the qualifying capital receipts described above. In particular, a qualifying capital receipt from the sale of land for housing development at Fernfield Land, Hawkinge did not materialise in 2019/20. This has required £944k of expenditure to be reclassified as revenue. To mitigate the impact of this to the General Fund, the planned revenue funding of capital expenditure has been reduced and offset by an increased use of capital receipts.

3. IMPACT OF PROGRAMME CAPITAL FUNDING RESOURCES

- 3.1 One of the key principles underlying the council's Medium Term Financial Strategy is the capital programme is funded from available or realised capital resources and that new borrowing should only be used where it is prudent and affordable. The only exception to this is where a scheme is subject to grant funding or external contributions in which case no commitment is made against these until the funding is confirmed. The 2019/20 outturn for the General Fund capital programme conforms to this key principle.
- 3.2 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 2020	(8,130)
Less:	
Committed towards General Fund capital expenditure	(2,169)
Committed towards HRA capital expenditure	(5,383)
Ring-fenced for specific purposes	(78)
Contingency for urgent or unforeseen capital expenditure	(500)
Balance available to support new capital expenditure	-

- 3.3 At 31 March 2020 the Council's capital receipts in hand are effectively fully committed towards the approved General Fund Medium Term Capital Programme and capital expenditure with the HRA Business Plan. Available resources to fund the slippage and reprofiling of capital expenditure to 2020/21, outlined in section 2 of the report, have been ring-fenced to meet this.

3.4 The 2019/20 capital programme requires borrowing of £50.4m with the majority of this to support the Otterpool Park project (£31.3m) and the acquisition of the Connect 38 office building in Ashford (£17.7m). The council's actual borrowing activity for the financial year will be covered in the Treasury Management Outturn Report for 2019/20 which Cabinet is due to consider later this summer. However, the Prudential Indicators outturn for 2019/20, 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 2020 against its total borrowing need, known as the Capital Financing Requirement.

4 PRUDENTIAL INDICATORS OUTTURN 2019/20

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 2019/20. 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 2019/20.

5 CONCLUSIONS

5.1 The outturn position for 2019/20 is consistent with the draft Statement of Accounts.

5.2 The main reasons for the reduction in expenditure compared to the latest approved budget is due to slippage and reprofiling of expenditure to 2019/20 and the reclassification of expenditure to revenue.

5.3 The outturn for the programme requires £50.422m 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 (NE)

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.

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, Group Accountant

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 2019/20 Outturn

Appendix 2 – Prudential Indicators Outturn Report 2019/20

GENERAL FUND CAPITAL PROGRAMME PROVISIONAL OUTTURN 2019/20					
Item Number	Service Area and Scheme	Latest Approved Budget	Provisional Outturn	Variance Budget to Outturn	Comments
		£'000	£'000	£'000	
	Andy Blaszkowicz - Operations				
1	GF Property Health & Safety Enhancements	50	103	53	Additional works to Civic Centre undertaken including replacement of all fire doors. Profiled budget of £66k for 2020/21 to be reduced to offset overspend.
2	Grounds Maintenance Vehicle Replacement Programme	158	125	(33)	All planned vehicle replacements were completed during 2019/20.
3	Lifeline Capitalisation	75	69	(6)	Small saving against approved budget.
4	Royal Military Canal Enhancements	20	7	(13)	Planned works completed in year.
5	Pumping Stations - New Vehicle	25	26	1	Completed.
6	Hawkinge Cemetery Expansion	0	3	3	Remainder of scheme to take place in 2020/21.
7	Royal Military Canal Replacement Rowing Boats	46	46	0	Scheme completed in 2019/20.
8	Connect 38 Ashford	17,710	17,711	1	Acquired May 2019 and providing an additional income in 2019/20.
9	Coronation Parade Coastal Defence Scheme	10	3	(7)	Scheme all externally funded. Cliff stabilisation work planned for 2020/21.
10	Greatstone Dunes Management	15	16	1	Scheme externally funded by the Environment Agency.
11	Beach Management 2015-2020 Coastal Defence	253	245	(8)	Scheme externally funded by the Environment Agency.
12	Coronation Parade Annual Monitoring Coastal Defence	4	2	(2)	Scheme externally funded by the Environment Agency.

GENERAL FUND CAPITAL PROGRAMME PROVISIONAL OUTTURN 2019/20					
Item Number	Service Area and Scheme	Latest Approved Budget	Provisional Outturn	Variance Budget to Outturn	Comments
		£'000	£'000	£'000	
13	Hythe to Folkestone Beach Recharging Study Coastal Defence	30	46	16	Scheme externally funded by the Environment Agency.
14	Lower Sandgate Road Beach Huts	75	3	(72)	Preliminary costs incurred with the remainder of the scheme planned to be completed during 2020/21.
15	Parkmap System	0	38	38	Scheme budget profiled for 2020/21 but purchased and received late 2019/20.
16	On Street Pay and Display Machines	0	16	16	Scheme budget profiled for 2020/21 but purchased and received late 2019/20.
	Total - Operations	18,471	18,459	(12)	

GENERAL FUND CAPITAL PROGRAMME PROVISIONAL OUTTURN 2019/20					
Item Number	Service Area and Scheme	Latest Approved Budget	Provisional Outturn	Variance Budget to Outturn	Comments
		£'000	£'000	£'000	
	Charlotte Spendley - Finance, Strategy & Corporate Services				
17	PC Replacement Programme	134	153	19	Roll out of new laptops across the authority. More laptops were purchased as a contingency measure due to COVID-19 and for staff who were primarily office based.
18	Server Replacement Programme	107	105	(2)	Cost to meet new Microsoft software licence requirements.
19	FHDC Transformation	1,310	366	(944)	Reclassification to revenue (see main report).
20	Oportunitas Loan & Share Capital Ph 1	778	778	0	
21	Oportunitas Loan & Share Capital Ph 2	1,400	1,310	(90)	To invest in the company's planned expansion of its residential property portfolio. Balance to be reprofiled to 2020/21.
22	Bacas Burial Software System	11	0	(11)	Expenditure charged directly to revenue.
	Total - Finance, Strategy & Corporate Services	3,740	2,712	(1,028)	

GENERAL FUND CAPITAL PROGRAMME PROVISIONAL OUTTURN 2019/20					
Item Number	Service Area and Scheme	Latest Approved Budget	Provisional Outturn	Variance Budget to Outturn	Comments
		£'000	£'000	£'000	
	Amandeep Khroud - Governance & Law				
23	New Vehicle Dog Warden	12	13	1	Vehicle acquired October 2019.
	Total - Governance & Law	12	13	1	
	John Holman - Housing				
24	Joint Empty Home Initiatives with KCC	330	352	22	The Folkestone and Hythe No Use Empty initiative has provided funding for 8 separate loans to developers, which will result in 26 long-term empty homes being brought back into use. The loans will be repayable within 3 years and can be recycled to provide further loans funding.
25	Temporary Accommodation	565	38	(527)	Suitable property currently being sought for this initiative and will continue in 2020/21.
26	Disabled Facilities Grants & Loans	900	1,036	136	Home Straight, H&H co-ordinator and handyperson and associated works have caused an increase in spend over and above the usual adaptation work and winter warmth loans. Having these posts funded and doing this additional work has helped to achieve the government requirement of reducing hospital admissions and expediting hospital discharge for 262 people this year.
27	Home Safe Loans	60	60	0	
	Total - Housing	1,855	1,486	(369)	

GENERAL FUND CAPITAL PROGRAMME PROVISIONAL OUTTURN 2019/20					
Item Number	Service Area and Scheme	Latest Approved Budget	Provisional Outturn	Variance Budget to Outturn	Comments
		£'000	£'000	£'000	
	Katharine Harvey - Economic Development				
28	CLLD ERDF Capital Projects	0	23	23	Folkestone Community Works reclassified as capital expenditure and met from Government Grant.
	Total - Economic Development	0	23	23	
	Andy Jarrett - Strategic Development				
29	Otterpool Park Land & Property Acquisitions	33,000	30,951	(2,049)	2019/20 includes acquisition of property from Cozumel Estates Ltd and the purchase of Westenhanger Castle. Balance will be re-profiled to 2020/21.
30	Otterpool Park Garden Town Delivery Mechanism	281	354	73	Includes additional advice required following the Council becoming the main land owner for the development.
31	Biggins Wood Commercial Development	25	10	(15)	Preliminary expenditure regarding proposed development balance re-profiled to 2020/21.
32	Greatstone Holiday Lets	100	44	(56)	Currently in planning phase. Construction phase delayed until 2020/21.
33	Ship Street Site Folkestone	441	0	(441)	Purchase of site delayed until 2020/21.
34	Princes Parade Leisure Centre	450	457	7	Scheme on hold subject to a request to seek a Judicial Review regarding the planning permission for the development being considered.
	Total - Strategic Development	34,297	31,816	(2,481)	
	Total General Fund Capital Expenditure	58,375	54,509	(3,866)	

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Appendix 2

Prudential Indicator Outturn Report 2019/20

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 2019/20:

Table 1

Capital Expenditure and Funding	2019/20 Estimate £m	2019/20 Actual £m	Difference £m
Capital Expenditure			
General Fund Services	5.081	3.350	(1.731)
Capital Investments	53.294	51.159	(2.135)
HRA	9.027	4.769	(4.258)
Total Expenditure	67.402	59.278	(8.124)
Funded by:			
External Resources	(1.662)	(1.828)	(166)
Internal Resources	(12.109)	(7.028)	5.081
Debt	(53.631)	(50.422)	3.209
Total Funding	(67.402)	(59.278)	8.124

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 2019/20:

Table 2

Capital Financing Requirement	31.03.20 Estimate £m	31.03.20 Actual £m	Difference £m
General Fund Services	12.534	10.935	(1.599)
Capital Investments	61.117	59.007	(2.110)
HRA	47.416	47.416	-
Total CFR	121.067	117.358	(3.709)

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	31.03.20 Estimate £m	31.03.20 Actual £m	Difference £m
Total debt	86.2	90.3	4.1
Capital financing requirement	121.1	117.4	3.7
Headroom	(34.9)	(27.1)	7.8

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	31.03.20 Boundary £m	31.03.20 Actual Debt £m	Complied
Borrowing	122.1	90.3	✓
Other long-term liabilities	-	-	✓
Total Debt	122.1	90.3	✓

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	31.03.20 Boundary £m	31.03.20 Actual Debt £m	Complied
Borrowing	152.9	90.3	✓
Other long-term liabilities	-	-	✓
Total Debt	152.9	90.3	✓

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	31.03.20 Estimate %	31.03.20 Actual %	Difference %
General Fund	8.4%	2.0%	(6.4)%
HRA	25.3%	26.6%	1.3%

The reduction to the General Fund ratio is mainly due to a reduction of £0.7m in the revenue funding of capital expenditure required in 2019/20.

The change to the HRA ratio is mainly due to an increase of £0.2m in the revenue funding of capital expenditure required in 2019/20.

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This Report will be made public on 16 June 2020



Report Number **C/20/14**

To: Cabinet
Date: 24 June 2020
Key Decision: Non-Key Decision
Responsible Officer: Charlotte Spendley, Director of Corporate Services
Cabinet Member: Councillor David Monk, Leader of the Council

SUBJECT: Financial Impact on 2020/21 Budget of COVID-19

SUMMARY: This report provides an overview of the financial impact of COVID-19 on the council and also outlines the work underway to address the pressures currently anticipated.

Reasons for the Recommendations:

The impacts of COVID-19 are unprecedented including in the context of Local Government finance. This paper seeks to provide Cabinet with a high level summary of the potential impact and the work underway to address the position. It seeks to aid their understanding of the issue and to support them in fulfilling their corporate responsibilities.

RECOMMENDATIONS:

1. To receive and note report C/20/14.

1. BACKGROUND

- 1.1 On 19 February 2020 Full Council considered and agreed the General Fund Revenue budget for 2020/21 (A/19/29) and set the corresponding Council Tax. The Housing Revenue Account Budget for 2020/21 (A/19/27) and the General Fund Capital Programme 2020 – 2025 (A/19/26) were also agreed at that time.
- 1.2 Since those positions were determined and agreed the COVID-19 emergency has unfolded and its consequences are unprecedented and have significant impacts upon the wider economy as well as the financial position of the Council.
- 1.3 This paper seeks to provide an update of the potential scale of impact on the General Fund and HRA. It also outlines the work underway to address the issues identified.

2. Financial Impacts of COVID-19 on the Council

- 2.1 The Council has a strong track record of managing its financial position prudently and effectively. As a result the Councils overall financial position coming into this crisis was strong. However, all authorities are experiencing financial challenges due to the scale of the economic impact of the pandemic and Folkestone & Hythe is not immune to these issues.
- 2.2 The financial impacts include:
 - Unbudgeted costs to manage the response required to support the community, residents and the economy of the district
 - Reduced income from the majority of key fees and charges collected by the Council
 - Reduced income collected on behalf of the Council and all preceptors for Council Tax and Business Rates
 - The cashflow implications of being a billing authority
 - Maintaining the solvency of the Council both during 2020/21 and future financial years.
- 2.3 The Government has asked Local Government to support the local level response to COVID-19. This response has been an evolving picture but commenced with housing the street homeless & opening community hubs and has now moved into supporting the safe re-opening of high streets and the track and trace programme.
- 2.4 We have been able to redeploy some existing resources to support these areas of work, but there have also been unbudgeted expenditure as a result of the response. To date the Council has incurred or anticipates incurring unexpected expenditure on Community Hubs, PPE, enhanced cleaning, street homeless housing provision, IT and support for key contractors. These are projected to impact the General Fund by £340k and

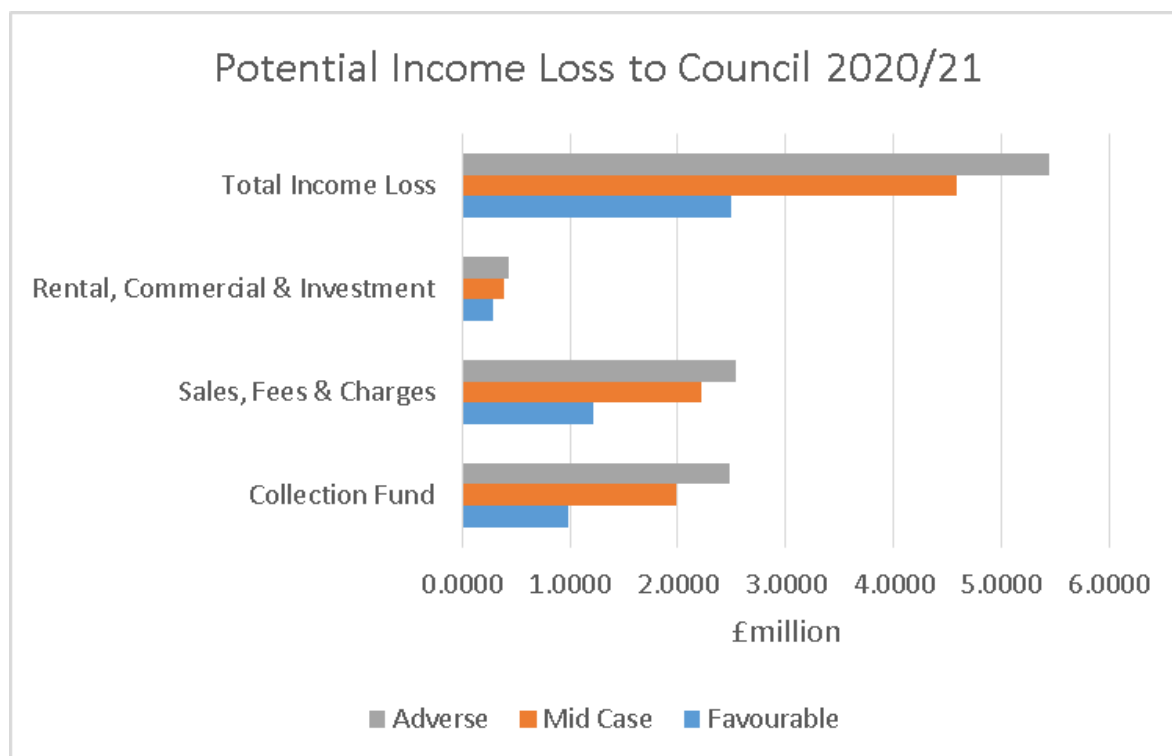
the HRA by £270k. As the local level response continues to evolve so will this position.

- 2.5 The Council's balanced budget relies upon the collection of fees and charges for discretionary services within the district. In total the General Fund budget for 2020/21 is supported by £7.35m of fees & charges. A number of these fees and charges have been significantly affected in the first months of the financial year. In addition the General Fund 2020/21 budget anticipates income of £2.54m from rental, commercial and investment income which will also be affected by the downturn in the economy.
- 2.6 The Council is the billing authority for the district, therefore has responsibility of billing, collecting and distributing Council Tax and Business Rates income for all relevant preceptors. Current arrangements bind the Council to the preceptor payments due monthly, based on assumed collection rates determined earlier in the year. The Government announced a deferral of the collection of 3 months of their share of the Business Rates income (£2.7m), however this is still anticipated to be due during 2020/21. No other changes to preceptors instalments have been agreed in acknowledgement of the changing collection rates in year, however Kent County Council have agreed to work with individual authorities where the cash flow implications require their support.
- 2.7 The Council anticipated collecting £27.4m in Business Rates and £76.9m in Council Tax for 2020/21 on behalf of itself and all preceptors. The Government have acted to seek to support some of those affected by the emergency both directly through the Council and through furlough, support for self-employed, business loans etc. The Council received £1.133m for the Council Tax Hardship Fund, which supports those in receipt of Council Tax Reduction(CTR). The Council has seen a significant increase in CTR caseload with 828 new cases during April and May, taking total caseload to 9,973. In addition further reliefs were offered to the leisure and retail sector, and grants awarded to small businesses and now a discretionary grant scheme is also being funded. However it is unlikely that this support will be sufficient to alleviate the pressures in all households and businesses, it is therefore appropriate to anticipate a drop in income for the Collection Fund.
- 2.8 The Council has a responsibility to remain solvent and to deliver statutory services to the district. Where a Council is not able to fund its statutory services then the Section 151 Officer has to issue a S114 notice, which requires the Council to address the position before it can continue its business. Councils will continue to play a critical role within communities during the response to COVID-19 and during the recovery from it. It is likely as the full impact of COVID-19 is felt by Local Government that some authorities will find themselves in these circumstances. The Government have been clear that they wish to discuss with individual authorities their position before they issue a S114 notice. Folkestone and Hythe District Council remain a going concern and whilst there is work to do during the current financial year to address the budget gap, there is no current requirement to issue a S114 notice.

3. Range of potential financial impact during 2020/21

3.1 The actual impact of COVID-19 is not yet known. Officers continue to review data as it becomes available and will be undertaking an early monitoring position during June to try to reliably ascertain the position to date. Outlined below are three potential scenarios of the impact on the Councils position.

General Fund



3.2 The mid-case scenario anticipates a loss of income of £4.5 million, which coupled with the additional expenditure outlined in 2.4 brings the potential budget gap of £4.93 million during 2020/21.

3.3 The early stage modelling for the impact on the HRA suggests the combined impact of loss of income & additional expenditure would be £1.03 million in the mid-case, £418k in the favourable case and £1.30 million in the adverse case scenario.

3.4 To date the Council has received two additional grants to support its own financial position. The first being £65,737 which was fully utilised in housing the street homeless. The second grant of £1,128,417 will be utilised to offset the budget gap identified above, but will be insufficient to addresses the entire gap. No further announcements on funding have been made at the time of writing this report.

4. Proposed actions and next steps

- 4.1 The Councils response to COVID-19 and its resulting Recovery Plan will be a significant focus for the authority for the next 2 years. One of the key themes proposed within the recovery plan is the council's financial stability.
- 4.2 A number of actions are already underway to address the budget gap anticipated in 2020/21, and there are further pieces of work planned. These include:
- A review of key budgets has been undertaken by the finance team in liaison with Directors & budget managers. A RAG status has been assigned to budgets and this exercise has identified items which could be removed from the 2020/21 budget or deferred. The exercise has also identified further savings that could be made, but that would have a service impact that would require further consideration.
 - Meetings have been held with Portfolio Holders and the Finance Portfolio Holder to discuss the review of budgets and support for the amendments being considered.
 - A review of capital budgets will be undertaken shortly to consider which schemes can be deferred to later in 2020/21, deferred to 2021/22 or their funding route reviewed.
 - A review of HRA budgets establishing the same RAG status will be undertaken.
 - A review of Earmarked Reserves is underway. At the 31 March 2020, the Council held £20.7 m in Earmarked Reserves in addition to £3.3 m in the General Reserve, whilst all earmarked reserves are identified for a purpose, in the current climate it is appropriate to re-evaluate the priority and timing of these commitments.
 - Early monitoring of the projected outturn position is underway with staff reviewing the end of May position.
- 4.3 It is proposed that flexible options are considered in revisiting the 2020/21 budget. The true impact of COVID-19 is not yet known and the Council remains key to the community and economic response as well as ambitious. The balance must be struck between a robust financial position that addresses the potential gap with maintaining key services and supporting the district during its recovery.
- 4.4 It is anticipated that a revised budget will need to be considered by Council in early autumn. The financial position should be clearer over the coming months assisting the Council with taking appropriate decisions for 2020/21. Officers will continue to monitor and evaluate the options available as well as refine the scenario modelling.
- 4.5 It is important that the Council consider not just the impact on the immediate future but also on the medium term position. Over the summer-autumn the finance team will also be undertaking a review of both the MTFS and the assumptions within the HRA Business Plan.

5. RISK MANAGEMENT ISSUES

5.1

Perceived risk	Seriousness	Likelihood	Preventative action
The Council fails to set a clear direction to address the budget gap in 2020/21	High	Low	Cabinet are being regularly briefed on the emerging financial position. Officers and Members are developing proposals for the amendment of the 2020/21 budget. The Medium Term Financial Plan will be updated over late summer. The recovery plan considers the Councils financial position as a key theme.
The Council has insufficient resources to deliver its statutory functions	High	Medium	Officers and Cabinet members are working on proposals to address the budget gap and safeguard statutory services. The Council also has reserves available.
The Council fails to manage its cashflow position resulting from COVID-19	High	Low	Daily cashflow monitoring is being undertaken, with all key streams being examined. Discussions across Kent are being held with key preceptors.

6. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

6.1 Legal Officer's Comments (AK)

There are no direct legal implications of this report.

6.2 Finance Officer's Comments (CS)

There are no direct financial implications of this report.

6.3 Diversities and Equalities Implications (CS)

Whilst there are no direct diversities and equalities issues arising from this report any revisions to the budget will need to consider its impact in due course. A full evaluation will be undertaken before a final proposal is drafted and presented to members for adoption.

7. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

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

Charlotte Spendley, Director of Corporate Services

Telephone: 07935 517986

Email: charlotte.spendley@folkestone-hythe.gov.uk

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

None

Appendices:

None

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This Report will be made public 16 June 2020



Report Number

C/20/05

To: Cabinet
Date:
Status: Non key Decision
Responsible Officer: Amandeep Khroud, Democratic Services and Law
Cabinet Member: Councillor David Monk, leader of the council

SUBJECT: District, Parish and Town Council Elections – Kent scale of election fees

Summary: This report sets out changes to the Kent scale of election fees of Folkestone & Hythe's Returning Officer to undertake the arrangements for managing and conducting district, parish and town council elections.

Due to the coronavirus pandemic all elections have been suspended for this current financial year (2020-2021) in accordance with The Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020.

In 2021 a new scale of fees will be submitted to Cabinet for the 2021-2022 financial year. This will be used for any election taking place on or after Thursday 6th May 2021.

Reasons for recommendations:

The scale of fees enables a fair and reasonable recharge to be made by Folkestone & Hythe District Council to town and parish councils for their elections.

Recommendations:

1. To receive and note report C/20/05.
2. To adopt the scale of fees for 2020/21.

1. BACKGROUND

- 1.1 For a district election (including by-elections), Section 36 (4) of the Representation of the People Act 1983 states that the council may set a maximum scale of charges for the returning officer to use. The legislation states that a returning officer's expenses for conducting an election shall be paid by the council but if a scale is set, the expenses shall not exceed those laid down in the scale.
- 1.2 For parish/town council elections, Section 36 (5) states that the council may similarly set a maximum scale of charges for the Returning Officer to use, which the district council is responsible for paying, but which shall be repaid to the district council by the parish council for which the election is held, if the district council so requires it to be paid. It is the policy of this council that parish councils are required to pay for their own elections.
- 1.3 In Kent, the costs of conducting district, borough, town and parish elections are applied through the Kent Scale of Fees, which since 1998 has largely mirrored the National Scale.
- 1.4 Each year the Kent Association of Electoral Registration Officers and their staff (KAEROS) submit the Kent Scale to the Joint Kent Chiefs (JKC) for approval. This scale is then adopted by all of the 13 local authorities in Kent as the maximum amounts for returning officers to charge for conducting local elections, a neighbourhood planning referendum and parish polls in Kent.
- 1.5 A variant of the scheme is also adopted by the County Council with amendments for deputy returning officers to manage and conduct elections on the county's behalf.
- 1.6 Cabinet agreed at its meeting on 23 March 2016 to:
 - 1.6.1 Automatically adopt annually revised versions of the Kent scale of fees and charges in line with the NJC pay award;
 - 1.6.2 agree the revised Kent scale of fees and charges takes effect on 01 April of each year; and
 - 1.6.3 instruct officers to submit a report to Cabinet, as soon as possible after any pay award that changes the Kent scale of fees and charges.

2. THE KENT SCALE OF ELECTION FEES

- 2.1 The Kent scale of election fees is revised each year in accordance with the annual National Joint Council APT & C pay award; the current fees will be revised in line with the NJC local government pay award for 2020/21 which averages a 2.5% increase across all spinal points.

- 2.2 With the exception of polling staff, their travel costs and official poll card delivery costs, the scale uses a “per elector” charge on which to base its charges.
- 2.3 Poll cards are only a statutory requirement at national elections, referendums and district elections.
- 2.4 Poll cards at parish elections are only sent out if the parish or town council so require by way of notification to the Returning Officer not later than noon on the nineteenth day before an election. However, if the poll is combined, an official poll card must be sent. Part of the combined costs may be recovered from the parish or town council.
- 2.5 Without adopting a scale of election fees the Council will be obliged to pay the Returning Officer’s expenses without setting what it considers a reasonable scale of expenses applicable to district, town and parish elections in Folkestone & Hythe. In addition, the scale does provide some indication to parish and town councils of the likely costs they will be liable to incur if there are contested elections in their area.
- 2.6 In the interests of transparency the Kent scale of fees (which represents the maximum) is published on the Folkestone & Hythe District Council website.

3. RISK MANAGEMENT ISSUES

3.1 There perceived risks are as follows:

Perceived risk	Seriousness	Likelihood	Preventative action
Failure to adopt a scale of fees.	Low	Low	Adopt scale of fees.

4. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

4.1 Legal Officer’s Comments (AK)

All legal issues are set out in the report

4.2 Finance Officer’s Comments (CS)

The proposed changes in fees and charges represent a marginal increase on the existing position and will therefore have a minimal impact on the financial position.

4.3 Diversities and Equalities Implications (PB)

No diversity and equalities implications.

5. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

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

Paul Butler, Democratic Services and Elections Lead Specialist

Tel: 01303 853497

Email: paul.butler@folkestone-hythe.gov.uk

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

None

Appendix:

Appendix 1: Kent scale of fees from 01 April 2020

ELECTORAL REGISTRATION OFFICERS AND STAFF (Kent AEROS) – SCALE OF FEES

Proposed scale of fees for District/Borough and Parish Council elections and Neighbourhood Referendum held on or after 1st April 2020

1. The scale of fees are uplifted annually, by using the NJC award pay award for local government and approved by the Kent Chief Executives Group.
2. Kent County Council's scale of fees uses a calculation based upon per 1000 electorate. Kent AEROS' scale uses a calculation of per 500 electorate because of small parishes.
3. In order to ensure consistency the Kent AERO's scale reflects the KCC 2020 Scale and is in line with the NJC increase
4. The Kent AEROS' scale has been uplifted by 2.5% using the NJC Pay Award for Local Government Services 2020/2021.

	Item	Current 2020 £
1.	Printing and publishing all notices, forms and other documents, providing stationery and sundries, and other miscellaneous expenditure including postage, telephone calls and faxes	Reasonable and appropriate cost
2.	Stationery and equipment at each polling station, including depreciation	
3.	Hire of any building or room for the purpose of the election and the expenses attending the use of any building or room, including temporary polling stations if necessary	
4.	Fitting-up polling stations including the provision, transport and erection of voting compartments, the hire of necessary furniture	

	(where this is not otherwise available) and the return to store afterwards	
5.	Ballot Papers – provision and printing	
6.	Register of Electors – purchase	
7.	Printing or production of official poll cards and postal vote packs	
8.	Delivery of official poll cards by hand	Second class postage rate
9.	Travelling expenses to DRO's staff to make arrangements for the poll or otherwise in connection with the conduct of the election	47p per mile
10.	Presiding Officer travelling expenses	14.94
11.	Poll Clerk travelling expenses	8.68
12.	Travelling expenses for staff in connection with the counting of votes, at the discretion of the DRO	8.68
13.	One Presiding Officer at each Polling Station – single election	217.90
14.	For each PO at a Polling Station – combined election or difficult station due to local circumstances (at the discretion of the Returning Officer (RO))	267.68
15.	For a PO who acts as a supervisor at a Polling Place where there is more than one Polling Station	(additional) 10.56
16.	Supervising Officer (SO) – for every 10 polling station overseen	217.90

17.	For each Poll Clerk (PC) at a Polling Station – single election (see Notes)	131.36
18.	For each Poll Clerk at a Polling Station – joint election or difficult station due to local circumstances (at the discretion of the Returning Officer (RO))	161.87
19.	For each training session provided by the DRO for Presiding Officers, Poll Clerks or count staff	186.80
20.	For each Presiding Officer and Poll Clerk attending training	48.37
21.	An allowance for each polling station to have available a mobile phone on polling day	5.23
22.	For the employment of persons in connection with the counting of the votes, clerical and other assistance required by the RO – for each 500 electors or part in a contested election	76.23 (per 500)
23.	For the employment of persons in connection with the issue and opening of postal ballot papers – for each 100 postal voters or part	74.71
24.	For the recount of votes – for each 500 electors or part	4.39
25.	Payment to the District/Borough for the use of Council staff to support the RO in the conduct of elections as follows:	

(a)	Contested election – (i.e. without District/Borough) for each 500 electors (or part)	59.04 (per 500)
(b)	Contested joint election (i.e. with District/Borough) – for each 500 (or part)	29.52 (per 500)
26.	Contested single election – payment to DRO for the management and conduct of the election – for each 500 electors or part	32.99
27.	Contested joint election – payment to DRO for the management and conduct of the election – for each 500 electors or part	45.56
28.	For each Counter attending training	15.68
29.	For each Count Supervisor and Count General Assistant attending training	31.37
30.	Reasonable refreshments for staff involved in the verification and count	Maximum £5.13 per head
31.	Payment to District/Borough Council for the use of Council staff at an uncontested election – for each 500 electors or part	16.29 (per 500)
32.	RO fee for the conduct of elections as follows:	
(a)	Uncontested District/Borough election – single fee	56.51
(b)	Uncontested Parish election – single fee	19.36
33.	For clerical and other assistance required by the Returning Officer at an uncontested election – for each 500 electors (or part)	20.74

Notes

1. The fees are calculated on the number of local government electors on the register of electors and entitled to vote at the last day for publication of the notice of election.
2. At parish polls the fees relating to polling staff **may** be pro rata.
3. **Items 10, 11 and 12** – variable mileage rates may be applied where fixed travel is considered appropriate.
4. **Item 17-** has been additionally uplifted to meet the National Living Wage.
5. **Item 24** – in special circumstances, the RO may recover actual costs
6. **Item 31** – the payment referred to applies (in the case of a parish election) to each ward of the parish.

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This Report will be made public on 16 June 2020



Report Number **C/20/13**

To: Cabinet
Date: 24 June 2020
Status: Key Decision
Responsible Officer: Ewan Green, Director of Place
Cabinet Member: Councillor David Monk, Leader of the Council

SUBJECT: COVID-19 Response to Date and Recovery Plan Framework

SUMMARY: This report provides an overview of the Council's response to date in relation to COVID-19 and seeks approval of an overarching framework which will guide the development and delivery of the Council's COVID-19 Recovery Plan.

REASONS FOR RECOMMENDATIONS:

Cabinet is asked to agree the recommendations as the development and delivery a Recovery Plan in response to COVID-19 will be a priority for the Council as the country moves into recovery phase. The Recovery Plan will include actions in four key areas which the Council has both direct and / or indirect responsibility to address: Community, Economy, Council Operations and Council Finance.

The Framework will establish a set of principles which will underpin the development of the Recovery Plan and align with the emerging Corporate Plan, council service delivery and strategic priority programmes and projects.

RECOMMENDATIONS:

1. To receive and note report C/20/13.
2. To note the Council COVID-19 response to date and key issues arising.
3. To agree the COVID-19 Recovery Plan Framework and related Underpinning Principles.
4. To agree that the strapline 'Creating tomorrow together' is adopted to promote the recovery phase.

1. BACKGROUND

- 1.1 The emergency response to COVID-19 is led nationally by Government, regionally by the Kent Resilience Forum (KRF) and then locally by the Council and partners such as Kent County Council, Police, the Kent & Medway Clinical Commissioning Group and voluntary sector organisations.
- 1.2 In accordance with the Civil Contingences Act 2004 there is a declared state of emergency at national and local level in response to the coronavirus pandemic. The Act requires local public services to form Local Resilience Forums. In Kent it is known as the Kent Resilience Forum (KRF), which is formed by the emergency responders and specific supporting agencies and is required to plan for emergencies. The Council is an active member of the KRF.
- 1.3 A Gold-Silver-Bronze command structure is used to establish a hierarchical framework for the command and control of emergencies and disasters. Officers of the District Council will therefore participate in Gold (Strategic Planning) and Silver (Tactical Planning) command briefings throughout the emergency e.g. by participation in the strategic meetings (known as SCGs) and tactical meetings (known as TCGs).
- 1.4 In response to the coronavirus pandemic, all partners in the Kent Resilience Forum are operating the above “command and control” structure to provide the county wide strategic oversight, and co-ordinate the tactical response.
- 1.5 The Council continues to play a central role in the emergency response and engages with partners through the KRF at a regional level and with Government through national networks.
- 1.6 We deploy staff to the daily meetings on the SCG and TCG. We are also active participants in a number of themed “cells” focussing on specific activities.
- 1.7 We are also actively involved in a wide range of conference calls with the Ministry for Housing, Communities and Local Government and other agencies/ forums involved in responding to the pandemic.
- 1.8 Notwithstanding this formal structure, the Council is designated as a Category 1 Responder under the Act and we have a statutory responsibility to initiate our own response also.
- 1.9 Within this overall context the response across the District to date has focused on supporting those most vulnerable and ‘at risk’ residents, facilitating grants and advice to businesses, ensuring community safety and providing essential services.

2. Managing the Council Response to Date

- 2.1 The Corporate Leadership Team (CLT) gave early consideration to what steps we should plan for, both in respect of the continued delivery of our services and any actions we may need to take in response to the pandemic.
- 2.2 The previous decisions Members have made in relation to transformation, including the investment in more agile working solutions for staff through the replacement of PC's with laptops and flexible ways of working, meant we were well placed to ensure that staff could work efficiently from a remote base.
- 2.3 To manage our response we initiated daily "Business Continuity" virtual meetings with an extended senior team, to include key emergency responders leading on a number of themes relating to our own service delivery, and to initiate our response to requests from the government and the KRF.

The key themes that formed the daily agenda for the meeting are as follows:

- Situation Update
- Support for Communities
- Support for Businesses
- Staff
- Members and Democratic Processes
- Communications
- Council Services & Finance

- 2.4 The following provides an overview of the Council response:

- 2.4.1 **Support for Communities** - the Council swiftly established three Community Hubs to support residents, particularly those on the NHS extremely vulnerable "shielded" list and also others who may be considered vulnerable and in need of additional support. Key local organisations worked with us and stepped-up to provide quite outstanding support and local leadership. These local out-reach spokes complemented a district-wide COVID-19 helpline run by council staff and provided an effective link to the county-based response.

In addition to the district-wide 24/7 helpline run by the council, there are 3 Hubs in operation to ensure that there is a District wider coverage:

- Folkestone Community Hub being run by the Three Hills Sports Park;
- Hythe Community Hub being run by Age UK Hythe & Lyminge; and
- Romney Marsh Community Hub being run by the Romney Marsh Day Centre.

All three Community Hubs are being supported by dedicated council staff and resources, with regular meetings to ensure that responses to support our communities is relevant and dynamic as the country's response to the pandemic evolves. Critical to the success of the Hubs has been the role of local communities and the recruitment of 650 volunteers, who have helped deliver services, has been a tremendous response.

Key activities undertaken through the Hubs are:

- Telephone contact to identified vulnerable residents via NHS shielded lists and GP surgery lists;

- Provision of food for those not able to get or prepare it themselves;
- Assistance with the collection and delivery of food orders;
- Collection and delivery medical supplies;
- Walks for dogs and other pets; and
- Offer someone to talk to for advice and reassurance with regular befriending calls being made help address social isolation.

Contact has been made to identified vulnerable residents via the NHS shielded lists (over 2,200) and GP surgery lists (over 21,400). Checks are made to confirm that they have support in place from either family, friends or neighbours and that they have adequate food supplies and any medication that is required.

Where residents require support appropriate action is taken including onward signposting to specialist and local community support networks such as Parish Council support and community volunteers. This ensures practical local support that can be sustained for as long as required. In relation to the provision of shopping deliveries, food parcels and hot meals, there have been over 16,700 deliveries made to residents across the District.

2.4.2 Support for Businesses - The overall support given by the council to local businesses to date has covered a number of key strands:

- 1) **Covid-19 Helpline:** In partnership with Kent County Council and the other Kent Districts and Boroughs, a local business focused Covid-19 Helpline was set up to give local businesses much needed guidance during the crisis and to explain the Government's Business Support Package. The helpline, run by the Kent & Medway Growth Hub, has been very well used - with 171 phone calls and 89 webchats from Folkestone & Hythe businesses using the service between 25 March and to 12 June 2020. It will continue to run until at least 30 June 2020.
- 2) **Communicating directly with business:** this includes a number of strands, such as a dedicated Covid-19 business page on the Folkestone Works (which is regularly being updated by the Economic Development Team and has had 4,425 visits as at 12 June 2020), social media activity and 5 Covid-19 e-bulletins to over 620 of our local businesses.
- 3) **Rate Relief:** Facilitating the 12-month Business Rates Holiday for all businesses in the Retail, Hospitality and Leisure sector (as defined by Government) and the Nursery Relief, which has been led by the Revenues Team.
- 4) **The delivery of Small Business Grants and Retail, Hospitality and Leisure Grants to eligible businesses in the District:** following the receipt of £28.8 million from Central Government, the Revenues Team have been tracking down eligible businesses, getting them to provide necessary details in order to process the grant funding, undertaking checks to verify the claims and getting the grants to businesses as expediently as possible. It is no mean feat that 99.4% of the grant money has been distributed to eligible businesses at the time of writing.
- 5) **The Council is delivering discretionary top-up grant funding which is aimed at small businesses (fewer than 50 employees) that missed out**

on the existing grant offer. This funding is steered towards businesses in shared space, regular Market traders, charities (that would meet the criteria for Small Business Rate Relief), Bed & Breakfast establishments and creative businesses. It is estimated that this will result in £1.292 million of additional support for eligible businesses. As at 12 June 2020, 44 grants totalling £350,000 have been awarded.

2.4.3 Staff - Our staff are our most valuable asset. As alluded to above, our immediate position was that wherever possible, all staff that can must work from home, only attending the offices if absolutely essential.

94% of our office based staff were equipped to work fully remotely from home, with access to all IT systems and telephony. This meant that a decision was taken to close our offices to staff and the public, which was compatible with the guidance to all to “stay at home and stay safe”. We were able to operate a full telephony and online service to residents and businesses.

Once again the staff have without exception responded in a flexible and committed way, adapting to either new ways of working from home, playing their turn in rotas to go into the office to manage for example incoming / outgoing post, or by embracing temporary redeployment into different roles to support the community response.

Our strategy of a default position of working from home, has kept our staff safe, maintaining service delivery, and showing leadership in following both the public health messaging and other restrictions on movement.

2.4.4 Members and Democratic Process - The Leader and Cabinet Members have been integral to the Council’s response to the emergency, with virtual meetings at least weekly with the Chief Executive, Directors and senior officers as required.

Members have been advised previously of the changes introduced by the government in order to enable virtual meetings to take place in local government for the period up to 7 May 2021. In response to the changes, the Council has taken steps to implement virtual meetings locally by way of Zoom. Council meetings are being held virtually using this technology.

2.4.5 Council Services & Finance - Members have been updated by email on financial matters in relation to the impact of COVID-19. It is important to note that financial implications can be categorised into 3 different areas:

- 1) New costs that arise simply as a result of the emergency (e.g. setting up and operation of community hub facilities);
- 2) Expansion of some service costs that were not budgeted at the ‘new’ level due to the emergency (e.g. increase in temporary accommodation need); and
- 3) Loss of income that would otherwise have been received by the Council in ‘normal’ times (e.g. car parking, other fees and charges, investment income, council tax receipts).

Predicting what the impact of COVID-19 will be for the Council is challenging because it depends on how long restrictions will last and how quickly or slowly the recovery will be. However, we have attempted to estimate what this might be if

only to inform the funding discussions; and have worked with other Kent councils in doing so.

The indicative 'ballpark' figures we arrived at which were reported to government through the monitoring process, anticipate an impact on the General Fund in the region of up to £4.5 million and up to a further £1 million on the Housing Revenue Account.

As mentioned above, these figures are best estimates based on a number of assumptions and our local intelligence will be considered alongside local behaviours on a regular basis in order that we have revised estimates of impact in order that we address budget challenges effectively.

Two tranches of 'emergency' funding has been provided by the government. The first tranche received was just over £65k. The Secretary of State announced a second tranche of funding for local government as a whole on 18 April, and on 28 April, we heard that the Council was to receive an allocation of £1.18m from this second tranche. It is not clear currently whether there will be further funding provided by the government but it is unlikely, even if further funding is announced, that it will be sufficient to meet the expected shortfalls as set out above.

This will necessitate a review of our Medium Term Financial Strategy as well as the 2020/21 budget. Further detail on this will be outlined to Cabinet in June.

The "new normal" is likely to require a review of our budget in any event as we adapt to delivering the priority services in different ways.

- 2.4.6 It is important to recognise that moving into the recovery phase of managing the COVID-19 emergency does not negate the need to be ready to be prepared to move back into the response phase should there be a requirement to do so.

3. Folkestone and Hythe District Recovery Plan

- 3.1 The Government has published its strategic plan to ease the lockdown and support the UK in recovery from the virus pandemic. This covers continued personal care, returning to work, public transport, returning to school and other issues such as hospitality and events. The full strategy can be found at:

<https://www.gov.uk/government/publications/our-plan-to-rebuild-the-ukgovernments-covid-19-recovery-strategy>

- 3.2 The Kent Resilience Forum has is required to develop county wide Recovery Plans as part of the overall response to the COVID-91 emergency. This work is being progressed through the KRF structures and includes themes such as economy, infrastructure, children and young people and health. The Council is playing an active role in this work through senior officer representation.
- 3.3 Whilst the KRF recovery planning will be assist the District significantly it is crucial that that a Folkestone & Hythe Recovery Plan is developed, led by the Council and involving key stakeholders. This leadership will ensure that

recovery actions focus on priorities for the District, reflect differing needs of our distinct communities and are delivered as far as possible through locally accountable structures and partnerships.

A Recovery Plan will therefore be developed for the District and will align and will focus primarily on key issues and actions for the Council (although there are likely to be actions which the Council will request of partners also).

- 3.4 Nobody can predict how long “recovery” may take. Nor should we assume that the world, our locality, or our Council can or should return to exactly the same “business as usual”. It is more likely that there will be a “new normal”, and we need to take this opportunity to position ourselves to manage this transition.
- 3.5 Throughout the response to date the Council has had to significantly adjust the way in which services are prioritised and delivered. In turn our customers have had to engage with the Council, and receive services, in a different way. These new behaviours have set an important benchmark moving forward and this will be reflected in the Recovery Plan.
- 3.6 It is intended that the Recovery Plan will be based on an initial timescale to March 31st 2022. The plan will be reviewed regularly and updated as required within that period.

4. Corporate Plan Alignment and Delivery

- 4.1 It is essential that the Recovery Plan aligns effectively with, and supports delivery of, the Council’s priorities within the emerging Corporate Plan including:
 - High quality services for residents;
 - The Medium Term Financial Plan;
 - Environmental sustainability and response to climate emergency;
 - The Council’s Transformation priorities;
 - A new economic development strategy; and
 - Strategic projects.
- 4.2 The new Corporate Plan is under development and this presents an opportunity to ensure alignment with the planning for recovery to maximise the quality and impact of outcomes for residents and businesses.
- 4.3 The Corporate Plan Working Group have been working on the redevelopment of the new Corporate Plan over the last 6 months. The plan will be focused over the 10 year span and the emerging priority areas are:
 - Housing & Infrastructure
 - Economy
 - Community Focused Services
 - Environment
 - Transparency, Stability & Accountability

- 4.4 It is proposed to continue to engage with Members and residents on the development of the 10 year vision and priorities for the District and seek the Councils agreement of these. The framework / themes of the recovery plan (Community, Economy, and Council Operations & Council Finance), have clear links into the proposed themes of the emerging Corporate Plan.
- 4.5 It is therefore proposed that the Recovery Plan will be developed in line with this and will in effect be the focus of the Corporate Plan actions to March 31st 2022.
- 4.6 At operational level all Team Service Plans will then first and foremost be focused on delivery of the Recovery Plan.

5. Vision and Underpinning Principles

- 5.1 The Recovery Plan will be District wide and can only be successfully delivered in conjunction with key public sector partners, the voluntary sector and our communities. To that end it is proposed that all stakeholders are encouraged to coalesce under one vision which will set the tone and general approach for recovery across the District.

Following engagement with all Members it is proposed that the strapline '**Creating tomorrow together**' is adopted to support the recovery phase District wide. The strapline proposed would be used on documents, materials and other assets produced in relation to recovery activities.

- 5.2 Accepting that the strategic and operational context for the Council will not revert to a known status quo, and a 'new normal' will be positively embraced, the Recovery Plan will be guided by the following underpinning principles:
- Continuing to improve delivery of high quality essential services for residents and businesses;
 - Building on the strength of community support expressed through the COVID situation through positive enablement of our communities;
 - Opportunities to encourage and facilitate sustainable travel;
 - Embracing opportunities to improve the way in which the Council interacts efficiently with customers to improve services (e.g. launching MyAccount);
 - Continuing to facilitate local economic growth and promote investment opportunities, particularly those in 'clean and green' sectors;
 - Resourcing and driving forward strategic programmes and Council priorities (e.g. Otterpool Park, establishing a council-led housing service);
 - Ensuring the Council's financial stability, resilience and growth by reshaping services and budgets as required to ensure recovery is sustainable;
 - Engaging effectively with our staff and customers;
 - Working in partnership at County and with East Kent colleagues, where appropriate, in order to achieve better value and outcomes across all recovery actions; and

- Promoting key issues at national and local level to ensure positive outcomes for communities across the District.

6. Key Themes

- 6.1 It is proposed to base the Recovery Plan on 4 themes which will lead to a 'new normal' both at strategic and operational levels for the Council:

1. Community

The recovery phase will still require a strong and resilient community based response, particularly in relation to ongoing support for vulnerable and 'at risk' residents (although the type and level of response required will not be the same as during the initial response to the COVID-19 emergency, and those considered to be 'at risk' will change over time).

The focus for this will be community health & wellbeing, recognising that that there will be longer term socio economic impacts across all communities (e.g. social isolation, financial hardship, loss of employment).

There will be both a need and opportunity to ensure Council services are best placed to assist individuals and communities including discretionary support and promoting greater take-up of the Lifeline service.

Recovery planning will therefore consider actions aimed at continuing an appropriate level of 'Community Hub' response alongside actions to further support the enablement of local communities in partnership with voluntary, and public sector stakeholders.

A separate report specifically on this matter will be brought to Cabinet in July 2020.

2. Economy

There will a key focus on economic recovery at national, regional and local levels. Key considerations for the Council will include maximising social value and benefit for the District's businesses through the purchase of goods and services locally wherever possible, engaging with the development industry to facilitate revitalisation of private / social house building and commercial development, setting clear plans for the progression of major growth projects such as Otterpool Park and Folkestone Town Centre.

In addition the Council will ensure that its core economic growth service is focused on supporting local SME's, alongside partners at local and regional level. A key theme for this will be to encourage business growth through the adoption sustainable practices, building on new ways of working which have emerged as a result of COVID-19.

3. Council Operations

It is important to recognise that the current way in which the Council operates changed significantly in response to the challenges posed by COVID-19. This experience now presents opportunities to consider how best the ongoing transformation programme might be accelerated to continue to embrace these changes for customers and staff alike.

In a recent survey staff responded very positively about the benefits of working from home, with positive impacts on efficiency and effectiveness of service delivery.

There will be focus on the way in which the Council reopens for business in a safe and sustainable way including consideration of the Council's role as an employer, property owner / landlord and delivery of services. It is intended that this theme will include implementation of the new Customer Access Strategy, including the launch of MyAccount, as a major step change in improving our customer interaction and avoiding unnecessary travel to the Civic Centre.

4. Council Finance

The impact of COVID -19 has resulted in unprecedented financial challenges for the Council. The initial priority will therefore be to continue to ensure a balanced budget is achievable for the financial years 2020/21 and 2021/22 demonstrating the Council is a viable 'going concern'.

This will require consideration of adjusted income levels, Government support, borrowing requirements and re-profiling of budgets for core services and strategic priority projects and programmes. Moving forward there will be opportunities to ensure sustainability and efficiency continue to underpin corporate practices such as procurement.

Council Finance and Budget setting will be the subject of separate reports to Cabinet and Council as required.

7. Engagement

7.1 Developing and delivering the Recovery Plan will be influenced by Members, residents, businesses, public sector partners and the voluntary sector. Proactive engagement is therefore essential in helping to shape the actions to deliver the outcomes anticipated from the plan.

7.2 A draft of this report was considered by the Overview and Scrutiny Committee on 9 Jun 2020. Members of the Committee endorsed the overall approach to recovery outlined in this report. Members commented on a range of issues including finance, the continuation of community hubs, building on partnerships, linkages to the Corporate Plan and the need to ensure that recovery is focused on a District wide approach.

7.3 It is however also essential that the Recovery Plan is put in place at the earliest opportunity whilst recognising that flexibility and the ability to nuance direction in such uncertain times will be required.

7.4 It is therefore intended that an engagement plan is put in place which will assist in developing the initial framework, ensure an ongoing opportunity for residents and stakeholders to contribute, own the outcomes, and provide a platform for the Council to report widely on progress.

8. RISK MANAGEMENT ISSUES

8.1 The detailed Recovery Plan will be the subject of a risk assessment and this will form part of a further report in due course.

9. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

9.1 Legal Officer's Comments

There are no comments.

9.2 Finance Officer's Comments

There are no comments.

9.3 Diversities and Equalities Implications

An assessment of implications for diversity and equalities will be undertaken as part of the development of the detailed Recovery Plan and this will form part of a further report in due course.

10. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

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

Ewan Green, Director of Place

Telephone: 07783 659864

Email: ewan.green@folkestone-hythe.gov.uk

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

None

Appendices:

None

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This Report will be made public on 16 June 2020



Report Number **C/20/04**

To: Cabinet
Date: June 24th 2020
Status: Key Decision
Responsible Officer: Andy Blaszkwicz – Director, Housing & Operations
Cabinet Member: Cllr John Collier, Cabinet Member for Property Management & Grounds Maintenance

SUBJECT: PLAY AREA STRATEGY 2020-2030 –
CONSULTATION RESPONSES & OUTCOME

SUMMARY: Report No. **C/19/48** considered the draft Play Area Strategy 2020-2030 as presented to Cabinet on 11/12/2019. The report detailed how high quality play areas will be provided and maintained throughout the District over the next ten years. Cabinet resolved:

1. That report C/20/04 be received and noted.
2. That the suggestion of sites to be sold in respect of non-strategic play areas be removed.
3. That the principles of the draft Play Area Strategy 2020-2030 and associated action plan be approved.
4. To proceed to formal consultation.
5. That a report be brought back to Cabinet following formal consultation with a view to approving the Strategy from 1st April 2020.

These resolutions have been actioned with the formal consultation beginning 20/12/2019 and concluding on 31/01/2020. This report summarises the consultation responses and minor amendments to the strategy.

REASONS FOR RECOMMENDATIONS:

Current play area provision across the district is unsustainable. The Play Area Strategy 2020-2030 outlines how the Council will work with partners to provide a sustainable network of Priority and Strategic Play Areas across the District. Cabinet are asked to consider the responses to the formal consultation, the minor amendments to the draft strategy and approve the draft strategy which sets out clear direction of how these important community facilities will be managed, maintained and enhanced over the next ten years.

RECOMMENDATIONS:

- 1. To receive and note report C/20/04.**
- 2. To note the consultation responses to the draft Play Area Strategy 2020-2030 and associated action plan**
- 3. To note the minor amendments to the draft Play Area Strategy 2020-2030 and associated action plan**
- 4. To approve the draft Play Area Strategy 2020-2030 and associated action plan and provide delegated authority to the Director, Housing & Operations to implement the draft Play Area Strategy 2020-2030 from 1st July 2020**
- 5. To note and approve the proposed amount of up to £250k for Dowry payments to Town and Parish Councils for the transfer of SIPA and NSPA designated play areas to be met from the General Fund Vehicles, Equipment and Technology Reserve**

1. INTRODUCTION

- 1.1 The Play Area Strategy 2020-2030 follows on from the report Planning for Play in Shepway 2007-2012 which was developed by Folkestone & Hythe District Council (F&HDC) and the Shepway Play Partnership (a range of organisations and agencies involved in the Play sector) in response to a commitment from central Government to raise the national profile of Play. Since the 2007 Strategy was adopted by F&HDC there have been many improvements to play provision in the district as well as changes to the available resources to manage and maintain features. It is therefore now timely to review and update the Strategy which will guide the management and maintenance of play spaces in Folkestone & Hythe District over the next 10 years.

2. BACKGROUND

- 2.1 There are 85 play areas in the Folkestone & Hythe District. Of these 48 are owned by FHDC corporately or through the HRA. The other play areas are in the ownership of a multitude of other organisations including Town and Parish Council's and Housing Associations. FHDC have further agreements in place to manage and maintain some of these play areas on behalf of the other organisations.
- 2.2 With the exception of the play areas at the Coastal Park and the Royal Military Canal (Seabrook) the Council has a maintenance budget of £20k. With aging play areas this is clearly not a sustainable position.

3. THE PLAY AREA STRATEGY 2020-2030

- 3.1 The Strategy is set out in three parts; the vision which sets out FHDC's aim for the future of play provision within the District; the objectives of the Strategy which set out how we will implement the vision and an action plan which sets out how we will achieve the objectives. The full draft strategy is included as **Appendix 2** of this report.

3.2 Vision:

Play experiences are fundamental to the health and development of children and young people. Folkestone & Hythe District Council will therefore seek to ensure all residents are able to access a high quality and high value play area. We will work with town and parish councils, together with other providers, to create play spaces which offer challenging and exciting environments for children and young people of all ages and abilities.

- 3.3 The Shepway Play Area Review (2017) provides an assessment of play areas in the district in terms of quantity, accessibility, location, value and quality.

- 3.4 National guidance suggests that play strategies should be based on locally derived standards. These standards are determined through analysis of existing provision of play spaces, consideration of local and national standards for play and an understanding of local need. The proposed standards for Folkestone & Hythe District are set out in the Shepway Play Area Review (2017) and Section 4 of the Strategy.
- 3.5 FHDC acknowledges that, due to ongoing financial constraints facing local authorities, achieving these standards in the Folkestone & Hythe District will be a challenge. It is therefore proposed that any investment will be prioritised on the management and enhancement of play areas where there is considered greatest need i.e. play spaces located in areas with the largest concentration of children and young people. Based on this assessment 9 play areas have been identified as being priorities for FHDC known as Priority Play Areas (PPAs). The Strategy identifies another 5 PPA's within the district in other ownership. FHDC will work with town and parish councils to identify priority play spaces in their areas.
- 3.6 In addition FHDC will work in partnership with Town and Parish Councils, together with housing trusts and other community groups, to deliver a network of Strategically Important Play Areas (SIPAs). The network of SIPAs has been identified with the aim of ensuring the majority of the district's residents live within a 15 minute walk of a high quality and high value play area. FHDC will look to transfer these sites to the Town and Parish Councils who are best placed to provide these facilities for their local residents.
- 3.7 Those play areas not considered to be part of this network will be known as Non-Strategic Play Areas (NSPA) and will be offered to FHDC's partners **and stakeholders** as part of an asset transfer. If after one year no interested parties come forward, play equipment will be removed from these play areas and the ground returned to open space.

3.8 Objectives

The Shepway Play Area Review (2017) identified a need to take a strategic approach to future play area provision in the district. The following objectives and supporting action plan (see Section 7 of the Strategy) have been informed by the findings of the Play Area Review, which involved desk based analysis, stakeholder consultation and an audit of play areas

- 3.9 The Strategy includes 6 objectives that are set out to deliver the vision; how each objective is achieved is set out in detail in the Strategy and subsequent action plan.
- **Objective 1:** Improve the location, quality, value and accessibility of play provision for all children and young people
 - **Objective 2:** Effectively utilise planning policy to benefit play provision
 - **Objective 3:** Raise awareness of play opportunities and the importance of play

- **Objective 4:** Maximise funding opportunities for the maintenance and enhancement of play areas
- **Objective 5:** Communicate and engage with key partners and stakeholders
- **Objective 6:** Ensure appropriate and regular communication and review

3.10 **Action Plan;** this sets out the programme of actions which will be carried out to meet the vision for play in Folkestone & Hythe District. It lists each management objective, how each will be achieved and who is responsible for achieving them. Where appropriate a priority level is indicated and further considerations highlighted. The programme will be reviewed annually and targets monitored to ensure actions have been achieved.

4. CONSULTATION

4.1 The consultation commenced 20/12/2019 and concluded 31/01/2020.

4.2 The consultation documents were published on the FHDC website with all affected organisations, stakeholders and partners notified by email.

4.3 Consultees included; KCC, all Town and Parish Councils, RDH Charitable Trust, all known community groups with an interest in play provision, NHS and other stakeholders.

4.4 A summary of the consultation responses and recommended actions is set out below with the full consultation results detailed in Appendix 1 of this report.

4.5 In total **83 responses** were received by the Council which are summarised below.

4.6 1 to purchase land.
Responses from 4 Town or Parish (Burmarsch/Hythe/Hawkinge/St Mary's in the Marsh)
1 from the Labour Party
1 from KCC Member
2 Charitable Sector

4.7 Responses stating individual parks;

Pine Way – 5 responses
Densole Way – 1
Oakham Drive - 11
Brabner Park - 1
Campbell Road - 1
Atkinson Road - 8
Country's field - 1
Wraightsfield - 1
George Gurr - 5

Oakland's - 6
Heron Forstal - 1
Mackenzie Drive - 3
Peregrine Close - 1
Reachfeilds - 1
Southern Way - 1
Jefferstone Lane -1
Meads Way – 1
Oak Drive – 1

In addition to this there were many responses for Hawkinge on the whole, with the vast majority received after factually incorrect signs were posted by an unknown person or persons.

4.8 Themes and recommended actions

- Ownership corrections (2 of these which will be amended within the strategy)
- Play provision – The type and amount of equipment found within parks was commented on, responses pointed towards different parks offering different ages of equipment, which was seen both as a positive and negative item. No action is needed with regards to the strategy.
- Closure – The vast majority of responses (49) came after signs which contained false information were put up at all parks by an unknown person or persons. FHDC does not want to close any parks, and is working with Towns and Parishes to avoid this. No action is needed with regards to the strategy. It should be noted that none of these responses referred directly to the Play Area Strategy.
- Designation – Comments came in regarding re-designating parks as some felt the importance of their local park was not recognised. However the parks have all been put through the same process to be designated appropriately. See strategy for methodology and reasoning.
- Funding - A number of consultees were seeking information regarding how funding could be sought in the long term. Parish and Town Councils are able to work with the charitable sector to secure funding and will also receive their share of CIL funding. It should be noted that both Towns and Parish councils can apply for further CIL funding when available. No action is needed with regards to the strategy.
- Accessibility – a comment was received highlighting a lack of accessible equipment, and this is noted within the strategy and action plan. Before any major updates all parks will receive a fully accessibility audit as per the action plan. No action is needed with regards to the strategy.
- Budget – A number of comments referred to the budget the Town and Parish Councils would need to manage the parks should they transfer. FHDC will provide Dowry's based on a 5 year maintenance contribution payable upon transfer. Detail has been added to the strategy page 29, Objective 4, No.7.

No budget provision exists in the General Fund for the Dowry payments and it is estimated the total cost could be up to £250k. It is proposed to meet the cost from the Council's Vehicles, Equipment and Technology Reserve.

- Developer Management of play areas – A comment was received regarding previous parks where management companies and developers had dissolved and therefore leaving parks unmanaged and neglected. This will be picked up with strict planning policy. No action is needed with regards to the strategy.
- Consultation Duration – a number of comments were made with reference to the consultation period including the Christmas and New Year period. All written with the same wording. The consultation timeframe was carefully considered and appropriate. No action is needed with regards to the strategy.

5. ENGAGEMENT

- 5.1 Throughout the consultation period discussions have continued to take place with Town and Parish Councils regarding the transfer of Play Areas. Officers feel that the conversations have been really positive.
- 5.2 The transfer of 8 play areas has been agreed with Folkestone Town Council.
- 5.3 The transfer of 1 play area has been agreed with Sandgate Parish Council.
- 5.4 The transfer of 1 play area has been agreed in principal with New Romney Town Council.
- 5.5 The transfer of 5 play areas is ongoing with Lydd Town Council.
- 5.6 Discussions are taking place with other Town and Parish Council's over the transfer of other play areas across the district.

6. RISK MANAGEMENT ISSUES

Perceived risk	Seriousness	Likelihood	Preventative action
Play Area Strategy not adopted	High	Low	Detailed and thorough ongoing consultation with all stakeholders to ensure strategy is adopted
Town and Parish Councils not willing to adopt play areas	High	Low	Detailed and thorough ongoing consultation with all stakeholders to ensure strategy is adopted and dowry's sufficient to cover maintenance costs

Insufficient funding to maintain Priority and SIPA networks	High	Low	Work internally with planning to ensure S106 and CIL payments are directed to the right projects. Work with external partners and community groups to explore all funding opportunities
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6. CONCLUSION

- 6.1 Officers have concluded that the consultation responses and the discussions that have been taking place during the consultation period have generally been positive and supportive of the strategy. No responses have been received that would require any material changes being made to the strategy.
- 6.2 The majority of responses that were received were in response to signs which contained false information that were put up at all parks by an unknown person or persons or relating to single play areas and the fear of them closing. Officers have been working hard with Town and Parish Councils over the potential transfer of the SIPA and NSPA sites which will alleviate these fears.
- 6.3 Following the consultation period, the responses received and the ongoing discussions with Town and Parish Councils, Officers recommend that the Play Area Strategy 2020-2030 is approved and should be implemented on 1st April 2020.

7. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

7.1 Legal Officer's Comments (NE)

There are no legal implications arising directly from this report. However, legal will be involved in relation to any transfers or leases of the play parks to third parties.

7.2 Finance Officer's Comments (LW)

The financial implication of providing the proposed Dowry payments is outlined in the report. Adequate provision is available within the General Fund Vehicles, Equipment and Technology Reserve to meet the cost of up to £250k. There are no other financial implications arising directly from this report.

7.3 Diversities and Equalities Implications (AB)

The Strategy sets out a clear vision to develop a network of Priority and Strategically Important Play Areas so all residents have access to high quality, high value play areas. All new and refurbished play areas will

undergo an equalities impact assessment during the design process to ensure that they meet the needs of all of our residents.

7.4 Communications Implications (KA)

This will need to be handled with care and a communications plan has been developed to mitigate the communications implications arising from this strategy.

8. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

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

Andy Blaszkowicz, Director – Housing & Operations
Telephone: 01303 853684
Email: andy.blaszkowicz@folkestone-hythe.gov.uk

Appendices:

Appendix 1: Play Area Strategy 2020-2030 full consultation results

Appendix 2: Draft Play Area Strategy 2020-2030

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Whom	Owner	Park	Town / Parish	Comment	Themes	FHDC Comment
Individual	Places for Homes LTD	Pine Way LEAP NSPA Transfer to FTC or close	Folkestone Town Council	The park next to Harcourt primary school would very much appreciate some funding. Currently it is used so much by the local community but there is hardly anything for the kids to play on. As long as it is dry then children leaving Harcourt school use this every day. I previously asked for a bench and this was granted. Sadly this was vandalised overnight. It's a small park but if you were to come to see it on a dry day the local community are using it so much. Any new equipment or facilities given would be so gratefully received.	Play Provision	This park is close to Harcourt Primary school and is in a convenient location for children before and after school. It is also close to Firs Lane Play Area and contains a larger array of equipment. This area is within the catchment area of Cheriton Recreation Ground, which is the designated PPA. Folkestone Town Council have agreed to adopt this park.
Burmarsh Parish Council	Burmarsh Children Fund	Burmarsh Recreation Ground NEAP SIPA	Burmarsh	Thank you for the opportunity to see this Play Area Strategy document. I am writing to correct the reference to the Burmarsh Recreation Ground Play Area in Appendix 2. The ownership and management of the play area is the responsibility of the Burmarsh Children's Fund, which is an independent charity separate from the parish council. I hope this is helpful and that the information can be corrected in the final document.	Ownership	FHDC will update the strategy as necessary.

Roger De Haan Charitable Trust	N/A	N/A	Charity	<p>I represent The Roger De Haan Charitable Trust and wish to respond to the consultation on the play area strategy. By way of context this charity has donated £1,757,294 to playparks in this district since 2008. With this in mind it is felt that the strategy does not place sufficient emphasis on the role of the charitable sector in assisting the council in this task. There are a couple of mentions but more could be made of this.</p> <p>We remain open to further bids providing a maintenance body and strategy is in place. We are pleased to note that the ones we have funded remain in the plans for district, town or parish maintenance. One major point to note is that this charity along with the Shepway Sports Trust will be opening the £16m Urban Sports Park in Tontine Street this coming summer – to be known as F51. Accommodating skate boarding, scooting, cycling, climbing, bouldering and boxing this will be a centre of national significance. The core facilities will be available to local school children at only £1 per month.</p> <p>This will address managed risk, healthy pursuits and facilities for teenagers and young adults like no other district in the land. This impact has clearly not yet been understood. We were also the major donors to Payers Park which is the best example in the district of teenage and young adult play. Unfortunately the aspirations for embracing the risk benefit approach are not embraced by other parts of the council with a role in this. Both of</p>	Charitable Sector contributions	FHDC understands the importance of the charitable sector in funding and maintaining parks. The Roger De Haan Trust has provided great and considerable support to play within the District and will continue to be a strategic partner in the future. However FHDC is unable to include F51 as part of this strategy as it is not a free to use park.
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				these facilities are in the heart of the district's most deprived ward. Subject to these comments the strategy adequately explains the council's approach to managing resources and expectations going forward.		
Individual	FHDC Housing	Densole Way LEAP SIPA	Hawkinge Town Council	Please could you consider updating the park in Densole Way as it's dilapidated & boring! I heard that it was going to be done in 2018 but was halted due to residence objecting as they were concerned Teenagers might hang out there? Ridiculous! Any how we have more under 13 year olds on the estate now so they need it.	Play Provision	Densole Way is a SIPA and is the only play area identified within Densole.
Hythe Town Council	N/A	N/A	Hythe Town Council	<ol style="list-style-type: none"> 1. P&W expresses concern over the possible outcomes for "non-strategic play areas" that are not adopted within 12 months and seeks reassurance that processes will be put in place to ensure that there is no sudden abandonment of such areas. 2. P&W expresses approval that St George's Place is designated as a strategic play area but queries why Oakland's Park playground is not similarly designated. 3. Otherwise, P&W expresses no objection to the Play Area Strategy. 	Closure Designation	<ol style="list-style-type: none"> 1. NSPA play areas that are not adopted will be shut as per that strategy, however FHDC seeks to avoid this. 2. St Georges place is identified as a SIPA because it is the largest and most equipped park in that area. Oakland's park is found within the catchment areas of both The Green which is a PPA and Hythe Skate park which is a SIPA

<p>Hawkinge Town Council</p>	<p>HTC</p>	<p>N/A</p>	<p>Hawkinge Town Council</p>	<p>1. Are we as a Town Council eligible to secure external funding? 2. How was the community funding for Radnor Park Play Area achieved? 3. Is it possible to request Blenheim Drive and Kettle Drive to become Priority Play Areas, with a special interest in creating a skate park?</p>	<p>Funding Designation</p>	<p>1. Parish and Town Councils are free and eligible to secure external funding to support play area improvement. 2. Radnor park funding was achieved through collaboration with the community group who sought external funding, the Roger De Haan charitable trust, FTC and a s106 contribution. 3. There is currently no PPA within Hawkinge, because of the abundance of other play areas locally. It may be that future funding is designated to certain parks and the need for a PPA is identified. FHDC will continue to work with HTC with regards to play area improvements, transfers and designation.</p>
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Labour Party	N/A	N/A	N/A	<p>Folkestone and Hythe Labour party would much rather have seen a strategy which seeks to improve and extend play provision as well as working towards making the existing provision consistent in quantity, quality, repair and appearance; at the same time working towards the District's Corporate Plan to improve and maintain the health of residents, including children and young adults.</p> <p>Instead the strategy reads as a cost cutting exercise, by transferring responsibility onto Town and Parish Councils without meaningful funds from the District, reducing any opportunities to improve health through physical exertion /exercise.</p> <p>If some play areas are cleared and possibly sold then it will be even harder to achieve the Field in Trust benchmark of 0.25 hectares per 1000 head of population for equipped/ designated play areas which is something the Council should be seeking to achieve. The District seem to be retaining the best and well maintained play areas going forward, this is unfair. The previous report (2017) undertaken by LUC, highlighted ALL the play areas needing remediation work (because every play area was visited and reported on) and this proposed strategy is a poor response.</p> <p>Unless the consultation period is extended beyond 31st January 2020 it is unlikely the Council will receive many responses to it, as much of the consultation window has been during the holiday</p>	Funding / Designation of Parks	<p>The play strategy has been designed to ensure there is suitable play provision considering the demography of the district. Such is the demand on the budget, play parks must be aligned with the demand and the funding requirements to make all parks the same quality as the PPA's would be unviable. By focusing on the PPA sites FHDC can ensure quality and standards of play. It can then work with the Parish and Town Councils to deliver the SIPA and NSPA sites that are suitably provisioned considering the catchment areas. FHDC is proposing a dowry to be provided with each park to support the Parishes and Towns with the adoption.</p>
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				<p>period, therefore reducing time for people to thoroughly read and respond at all.</p>		
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Individual				<p>The strategy outlines the Council's explanation as to why it is taking this approach, to save money by devolving responsibility to local TCs and PCs in a very short time frame i.e. to start this year April 2020.</p> <p>The approach set out seems to be rushed leaving little time for PCs and TCs to fully understand the implications at a local level, let alone the residents impacted. This consultation may have started December 19th 2019 but realistically 2 weeks of that was a holiday period, so not a lot of time for people to respond. I must have missed the challenging circumstances identified at a national level.</p> <p>The idea to transfer responsibility for play areas to the local town council or parish council could be seen as a double edged sword, they can and will do a good job but they'll need the funds from the DC budget. There is no mention of any monies attached to any transfer. The DISTRICT Council has neglected many play areas, which seem to be located in the most deprived area of the district, over many years. This is only highlighted in the report as a problem resulting from extremely low overall SUCCESS. Will there be a central maintenance issue/s reporting facility as TCs and PCs TCS are not as available as District. It seems the 106 funding stream will be controlled by District with no say by the TCs I do not understand why capital has not been set aside for play areas as the District has spent millions on other projects.....so the play area strategy is where exactly on the list of priorities? Will the TCs and PCs own the grounds</p>	Funding	<p>Discussion with Town and Parish Councils have been on going and remain positive. Dowries will be included in any transfer. Land will be leased.</p>
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				<p>once transferred? In conclusion on the surface the strategy seems clear but on further reading there are many unanswered questions so I would hope the strategy is rejected at this stage. It cannot be morally right to potentially remove/lose 50 play areas.</p>		
Individual				<p>What would be good accessibility for all within the final park, the wheelchair swing in Radnor park is great but to the side of everyone else playing and not anything else really. New Romney's swing is alongside the other swings and is a seat with harness also can just about get a small wheelchair on the roundabout but that's about it.</p>	<p>Accessibility</p>	<p>As per the strategy - before any large refurbishment or investment takes place a full equalities assessment will take place.</p>

<p>Southern Housing Group</p>	<p>Southern Housing Group</p>	<p>Daglish Close NSPA</p>	<p>New Romney</p>	<p>The play area in Daglish Close, New Romney Kent is actually owned by Southern Housing Group.</p> <p>The play area was built before I took over management for the area and the land was purchased by us from yourselves I believe in order for us to create affordable housing. It would appear that at some stage during us purchasing the land from yourselves that an agreement was made for you to maintain the park, the park does have signs on stating that you are responsible however a land registry search has shown the land to be ours. We have not been able to find a management agreement and nor have yourselves as to why or how it was agreed the LA would manage this park.</p> <p>Obviously this has been deemed a NSPA. However as the land belongs to us we would look to take this back to our management.</p>	<p>Ownership</p>	<p>The strategy will be updated to reflect this. We are working with Southern Housing Group to ensure future maintenance.</p>
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<p>St Mary's in the Marsh Parish Council</p>				<ol style="list-style-type: none"> 1. The draft strategy is vague on finance. 2. Two play areas in the parish, both the responsibility of the district council, have been taken out of use over the last 3 years as they have both been neglected and allowed to fall into disrepair. Consequently the district council's vision for play provision 'Play experiences are fundamental to the health and development of children and young people. District Council will therefore seek to ensure all residents are able to access a high quality and high value play area' would appear to be contradictory to its actions. 3. For this reason this parish council would like to be guaranteed its fair share of the budget to ensure the play parks are repaired and put back into use. 4. The district council must acknowledge its responsibilities and provide adequate budget provision for maintaining its responsibilities and any form of devolvement to the parish council will be resisted as this will be considered double taxation. 5. With regard to new development, put in place a long-term solution for the upkeep of any play park provision that forms part of a planning development. As time moves on, these companies who are responsible for maintenance are no longer operational and consequently the play areas are left to deteriorate. 	<p>Budget Developers long term management</p>	<p>A budget has been designated for dowry payment, which includes 5 years' worth of maintenance payments. Two play areas have been have been closed due to a lack of funding to support the parks, the strategy aims to stop this happening in the future. The strategy will put in place funding mechanisms to ensure it is directed to the appropriate areas. It is aimed that there are secure mechanisms in place to ensure the longevity of any parks.</p>
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MOD	MOD	Mackenzie Drive	N/A	It has been brought to my attention that the council have attached a notice to our MOD owned play park on Mackenzie Drive stating that the play park is to be asset-stripped, closed and sold. This play park is owned by the MOD and as such you have no right to close it. I have read through your play park strategy 2020-2030 and it clearly states that this play park is owned by the MOD. I would appreciate a call back asap and in the mean time I will endeavour to contact you by phone.	Ownership	The sign mentioned in this response was not attached by FHDC and stated incorrect facts. A response has been sent to the MOD.
Individual	FHDC Housing	Oakham Drive NSPA	Lydd	My children have just found out that their local park may be closing. They are so disappointed and question why anyone would take a park away from children - it's hard to explain to a child that it's because money is more important than them - so they wanted to try and help save their park!	Closure	Oakham Drive is a NSPA site and is found within the catchment area of The Rype which is a PPA.
Individual	N/A	N/A	Hawkinge	Why is this happening its wrong once again Hawkinge gets the dirty end of the stick don't tell me it's not just Hawkinge I'm not worried about them just where I live so a response please.	Closure	FHDC is working closely with Hawkinge Town Council to ensure the asset transfers are efficiently and effectively achieved.

Individual	FHDC Housing	Brabner Park	Folkestone Town Council	I have just seen a sign for the closure of this park to be sold I personally feel this would be a terrible mistake this park is a good size for plenty of children to play safely at once and also encourage children who don't know each other play together many times I have popped to this park and the children don't want to leave because they enjoy the children who got to this park it has the fence all the way round Radnor Park don't. I can't let my young children run at Radnor is why we choose this park if u take away the parks you have more n more children getting into trouble with nowhere to go more n more children are being told they are overweight yet u take away places that can help maintain a healthy weight I don't have the money to go to fancy days out I will not take my children to the coastal park because it's a perfect place for ppl to use drugs easy to disappear to beach I can't watch all the children at once time at this park again y we use the park at bottom of Capel hill I feel a toilet block and cafe or something all in one would be better use of this park better maintained park makes it more attractive to all please reconsider closing this park.	Closure	The sign mentioned in this response was not attached by FHDC and stated incorrect facts. There is no plan to close or sell Brabner Park. It is a designated Public Open Space a SIPA and a PPA
Individual	Hawkinge Town Council	Campbell Road Park, LEAP NSPA	Hawkinge	I see a sign today stating that the park will be removed but it's a massive asset to this part of Hawkinge. I don't agree with the fact it should close What else will local kids do except vandalise? Massive way to crush the community.	Closure	The sign mentioned in this response was not attached by FHDC and stated incorrect facts. The play area is within the catchment area of the SIPA Kettle Drive. Both are managed by Hawkinge Town Council and therefore FHDC

						has no plans to shut them as part of this strategy.
Individual	Hawkinge Town Council	Atkinson Road, LAP	Hawkinge	I have just seen on Hawkinge Residents page on Facebook that plans are afoot to close the play area located in Page Road. A lot of residents are understandably upset at this as there are not enough play areas in a vastly populated place such as Hawkinge as it is, especially for under 5's. Whilst my grandchildren, that visit regularly, are not able to use that facility as they are under 5 and the equipment is not suitable, there will come a time shortly that we would have visited it to let them play there. We are now most concerned that removing an existing, albeit very small play area is a total contravention to your stated policy that we have looked at online. Please reassure me that the facilities in Hawkinge will improve rather than disappear.	Closure	The strategy has been put in place considering the fact that the towns and Parishes can deliver the local requirements of the area. The play park referred to is Atkinson road which is managed by Hawkinge Town Council, therefore FHDC has no plans to close this park.

Individual	N/A	N/A	Hawkinge	<p>I live with my family in Hawkinge. We have two small children one is one the other is three. Both love outdoor play. What made Hawkinge an appealing area to live in was the variety of parks it has to offer. My daughter loves to choose where to play and explore. It means we have activities on our doorstep which are free, promote exercise and do not require a car to travel to. We often see her nursery friends at the parks which promotes social inclusion, boosts emotional wellbeing and adds to the wonderful community spirit. Hawkinge is a more expensive area to live in but we did not mind as Hawkinge is family friendly with parks for children to play and a children's centre for structured activities. We, along with our friends in Hawkinge cannot see any positive outcome to closing our parks. My daughter would be so upset if I had to tell her much loved parks had gone. I sincerely hope this will not happen. Where else can we walk to exploring wildlife on the way? This decision has a big impact on all family members. Please advise on what we can do to keep our parks which add so much to our children's happiness.</p>	Play Provision	<p>Hawkinge has an array of parks, many of which are already managed by Hawkinge Town Council. Discussions have been ongoing with Hawkinge Town Council and remain positive.</p>
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Individual	N/A	N/A	Hawkinge	<p>As a resident of Hawkinge with small children, I want to voice my concern about the plans to transfer the Hawkinge play parks over to HTC and have the prospect of these being asset striped and closed if no committee/group takes over the running of these. Play parks are an essential part of the community. In Hawkinge we are lucky enough to have a few small local parks - there are very few which are suitable for under 6s. My 2 daughters love going to the park, and being able to walk to the park means it more accessible and easy for us to go when we want for 20-30 mins. It's easy to meet other local kids there and they are a vital part of our community.</p> <p>Going to the larger parks in Folkestone means driving there, finding parking. These parks are often busy which makes supervising smaller kids more difficult and they tend to get pushed and knocked out of the way by the bigger kids - not a great experience. It is not possible for kids to play safely outside most houses on Hawkinge -. Cars are parked on pavements, it is unsafe - as a parent I am happier knowing that there are safe play spaces available - why close them?</p> <p>In an age where we are trying to get kids out, playing and away from screens, the parks should be excluded from any cuts. If you want to cut costs, try removing the outside gym from the corner of Page Road - on 5 years living here I've never seen anyone use it.</p>	Play Provision	<p>Asset stripping formed part of the blanket signs attached to play areas by an unknown individual or group that stated incorrect facts. Hawkinge has a large quantity of parks and discussions with Hawkinge Town Council regarding transfer have been positive. The play strategy also highlights the importance of local play areas, and we are working with Towns and Parishes to deliver these.</p>
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Individual	Hawkinge Town Council	Atkinson Road, LAP	Hawkinge	<p>I have been made aware of the below sign on the children's playground off page road in Hawkinge. I am absolutely appalled that this park is being considered for removal. We take our two young children to this park regularly, despite living near the Pannell Drive park. The page road park is ideal for smaller children and is well equipped with number of apparatus (the Pannell Drive park just has a net and slide and is not great fir a 5 year old).</p> <p>Being at the end of a long path cycle path it's also perfect for children to cycle to....a great incentive for children just starting to cycle independently. The cycle path connects the park and the primary school, so a number of school children use this. Considering the amount of houses and children there are in Hawkinge, it is shocking that children's playgrounds are being considered for removal. If anything I would have thought there was need for more parks / better equipped parks suitable for all ages and not just for older children. I sincerely hope you reconsider.</p>	Closure	<p>The sign mentioned in this response was not attached by FHDC and stated incorrect facts. The strategy has been put in place considering the fact that the towns and Parishes can deliver the local requirements of the area. The play park referred to is Atkinson road which is managed by Hawkinge Town Council, therefore FHDC has no plans to close this park.</p>
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Individual	FHDC	Pine Way LEAP NSPA	Folkestone Town Council	<p>My name is xxx and I am a resident on Pine Way. I am disclosing this immediately as I appreciate I do have a specific area of local knowledge. I am concerned that looking at the plans it appears that the Pine Way park is not included. I appreciate that everyone would like a park very close by and that actually a 15 minute walk to reach one is reasonable. However, this 15 minute walk is straight line and does not look at the demographic/ safe walk etc. from house to park. I think that the Pine Way park should be kept. It is immediately next door to Harcourt Primary school and it is used before school and after school EVERY dry school day, and actually a number of wet school day too. With the increase in childhood obesity this is one of those parks that directly impacts on a large number of local children. This park is also designated as dog free which on a personal level has been excellent for my child who is quite timid around dogs. As a busy working parent having somewhere so close to school means that the 30 or so minutes running around after school is practical and convenient, as someone is picking up the child and is able to immediately access the space- so it only adds 30 minutes for a 30 minute run around. In a housing area with very small or limited gardens this may be the only time on a weekday the children have.</p> <p>On a practical “parent “level we also used this park for the children to learn to ride their bikes and scooters. It has the long path through it which is perfect. Cheriton park does not have such a good</p>	Play Provision	<p>This park is close to Harcourt Primary school and is in a convenient location for children before and after school. It is also close to Firs Lane Play Area and contains a larger array of equipment. This area is within the catchment area of Cheriton Recreation Ground, which is the designated PPA. Folkestone Town Council have agreed to adopt this park.</p>
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				<p>area for this as the concrete area is mostly used by older ball players, and the paths are less straight. A number of people also use Cheriton park as a cut through / walk through to the dog exercise area which is again off putting when teaching a child to ride. We use the Pine Way park several times a week for bike riding. Sadly I am not an expert in policy making nor statistics. However, I do believe that this parks location would make it a sad loss to the local residential community and also the school user community. I would also be concerned as to what would happen to the land in the event of losing the park facilities. Thank you for taking the time to read this. It is the first time I've ever taken the time to respond to this type of consultation or to email my local councillor. So hopefully it all makes sense.</p>		
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Individual	FHDC	Oakham Drive. LEAP NSPA	Lydd Town Council	<p>I would like to express my disappointment that you have chosen to close down the play park in Lydd in the Oakham Drive, Romney Marsh, Kent. I have friends in this area who I spend a lot of time in the area, the freedom this gives to their children and in a world where we are no unsafe to let our children play this is a huge disappointment and means now her children with have nowhere to go.</p> <p>With the population of children being branded as obese and unhealthy the council is no longer supporting parents as you are taking away activities that get the kids out playing with their friends rather than sitting in on the computer. I appreciate the funding however with council tax keep going up! And what for. Areas like this need to be for our kids of the future, the wildlife as well in this area will be disturbed all for it to become nothing. Come on surely this can be changed!!</p>	Closure	<p>Oakham Drive is a NSPA site and is found within the catchment area of the Rype which is a PPA.</p> <p>Discussions are ongoing with Lydd Town Council over the potential transfer of this and the other play areas in Lydd.</p>
Individual	(Country's field) Orbit Housing Association / (Wraights wright play area) FHDC	Country's Field. LAP SIPA / Wraightswright Play Area. LEAP SIPA	Dymchurch Parish Council	<p>Having just been made aware of a consultation on your Play Area Strategy 2020-2030 I am very concerned that the window of consultation included Christmas and New Year leaving little time for me to properly consider the strategy and respond in full. I hope you will extend this period. However, with my brief understanding I am concerned that many play areas for children will be closed reducing opportunity for the benefits of outside play and exercise. In Dymchurch the playgrounds which may be under threat are the ones in Countries Field by Dymchurch School and Salbris Close near Wraightsfield. This goes against one of your strategic objectives in your corporate</p>	Consultation duration Closure Budget	<p>The consultation period was of a suitable timeframe. As part of the strategy FHDC will work with Parishes and Towns to provide suitable and quality play. Dowries will be discussed with the appropriate bodies. Both Country's field and Wraightsfield are SIPA parks and FHDC will be working closely with Dymchurch Parish Council to support the adoption of these.</p>

				plan for “health matters”. Secondly as a council you have declared a climate crisis and yet the closure of local play facilities will surely mean that families will have to drive to ‘destination’ play areas. Finally, there is no mention of funding being transferred with the parks to the Town and Parish Councils so how will they be maintained?		
Individual	FHDC	George Gurr LEAP NSPA	Folkestone Town Council	We as a family of 6 regularly use this park as do so many other children/families from this area. It would be a great shame to remove this where else are the children to play? On the streets?	Closure	George Gurr is a NSPA because it is within the catchment area of the PPA Brabner Park. Folkestone Town Council have agreed to adopt this park.
Individual	FHDC	George Gurr LEAP NSPA	Folkestone Town Council	Please see attached letter opposing the closure of George Gurr park. One from my 9yr old daughter Eden and another from her 8yr old friend and neighbour Sky. They regularly use this park and were so upset to read the notice on the gate. It would be amazing if you could reply to them personally as they are very passionate about the matter and have said to myself that they’ll even clean the apparatus and keep the park tidy if it was to stay! Thank you for your time	Closure	George Gurr is a NSPA because it is within the catchment area of the PPA Brabner Park. Folkestone Town Council have agreed to adopt this park.

Individual	FHDC	George Gurr LEAP NSPA	Folkestone Town Council	<p>I am writing to oppose the pending closure of George Gurr Park. This is a well-used park by not only myself and my family but many residents of George Gurr Crescent. It would have a serious detrimental effect if it were to close. Many residents of George Gurr are not in the wealthy financial bracket and this park offers the children of this neighbourhood the opportunity to physically and mentally stimulate their children through play without a cost. It's a great social area for all and I know is well respected and looked after.</p> <p>Those without children use this park regularly to exercise their dogs and for some of the elderly their only way to see someone friendly all day.</p> <p>My children have hugely benefited from the park being such a close distance from their home and have formed firm friendships from this. They love the surrounding area and have learnt so much about the amazing wildlife we experience there also. This park is used all year round and in the summer we come together as a community for neighbourhood picnics whilst the children are safe playing on the apparatus. If anything we would like to see the swings reinstalled and definitely not the park stripped. My 9yr old is so passionate about keeping this park that she has organised with her friend to write a letter herself which I will be forwarding on to yourselves. We as a community are deeply saddened at this proposal to close our park and hope that now you see how important it is to us that you will withdraw to proceed.</p>	Closure	George Gurr is a NSPA because it is within the catchment area of the PPA Brabner Park. Folkestone Town Council have agreed to adopt this park.
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				Thank you for your time in reading my letter.		
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Individual	FHDC	George Gurr LEAP NSPA	Folkestone Town Council	<p>I am writing to express my concern of the closure of George Gurr Park. At the top of George Gurr Crescent is a park which is well used (everyday twice a day for myself and my family). It needs to stay. Anyone who knows George Gurr Crescent and the surrounding roads will know it is very hilly and a lot of the gardens in George Gurr are not usable as a play area for the families they serve. Play is important for children as is physical activity. You state in your own strategy about the importance of play. It is beneficial to children to have an accessible outside space for their mental as well as their physical health. In a world where children are leading more sedentary lifestyles it is important that we do not deprive them of the outside space they need to grow and learn. Children develop gross motor skills if they have the space to run skip (or roll down a hill). This in turn allows children to burn calories and develop better sleep patterns as well as developing a better attitude towards a healthy lifestyle as they grow into adults.</p> <p>There are sights, such as the horse who likes to walk along the footpath at the top, smells, as well as the sound of birdsong. The area is also rich in wildlife. There are squirrels, foxes, mice as well as numerous species of birds a hawk and tits included. There are daisies which cover the grass in spring and summer as well as blackberry bushes and a footpath for walks up in the hills. My daughter is a lot more aware of wildlife since moving here and enjoys putting the bird feeder out to watch them.</p>	Closure	George Gurr is a NSPA because it is within the catchment area of the PPA Brabner Park. Folkestone Town Council have agreed to adopt this park.
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				<p>Neighbours meet each other in the park and children play together. I trust my daughter to go out with a friend to George Gurr park because it is yards from my house. I would not allow her to go to the next nearest park (Brabner) a 4 minute walk because it feels too far.</p> <p>Another worry is what will happen to the land? Who will buy it? And what will they do with it? More houses is definitely not a way forward because we already have too many cars parked on the road for the amount of room there is to park as well as the disruption it would cause to those that already reside here.</p> <p>George Gurr park needs to stay.</p>		
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Individual	Places for Homes LTD	Pine Way LEAP NSPA Transfer to FTC or close	Folkestone Town Council	<p>I am really concerned about the proposal to consider Harcourt park on Bigginswood road one of the parks that may potentially have its play equipment removed. I do understand what it who an interested party is or means...however your term of an asset transfer sound dubious. My family and my 3 children use this park every day. We are already really upset that play equipment has been removed and downgraded over the years. 2 of my 3 children have autism, we rely heavily on parks with play equipment that are able to meet their needs. Although an adapted the new play area in Radnor Park is noisy and populated for them.</p> <p>Removing Harcourt park would remove the possibility of my children walking to the park, due to their disability. I would have to drive them to even our closest park in Stanley road. I find this very upsetting. This park is so important to my community and our primary school, I see no value or gain to our community to have this vital play area removed. I use the park most days for sensory de-escalation when my youngest finishes school, just as many of the other parents do to. When will I be informed of the outcome of your decision? If anything Harcourt park requires more investment not less</p>	Closure	This park is close to Harcourt Primary school and is in a convenient location for children before and after school. It is also close to Firs Lane Play Area. This play area has more equipment than FIR's lane. This area is within the catchment area of Cheriton Recreation Ground, which is the designated PPA. Folkestone Town Council have agreed to adopt this park.
Individual	N/A	Hawkinge	Hawkinge Town Council	I want to save Hawkinge parks! My children are young and I want to be able to take them to their local parks!	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive.

Individual	N/A	Hawkinge	Hawkinge Town Council	It's come to my attention that you plan to close the majority of parks in Hawkinge. I just cannot understand your reasoning for doing so. In a day and age where children are morbidly obese from a young age, where children sit indoors on devices you are encouraging these very things. It's incredibly sad that the vast amount of children in this area will now not be able to access any sort of outdoor play activity within walking distance. The population of Hawkinge has increased so much with a huge percentage being families and yet you plan to take away one of the most simple free pleasures in life which is the moment as a parent you say to your child 'shall we walk to the park today' and the joy on their faces when they get so excited to do so. What a shame for the children who live around here. You are going to devastate so many of them.	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive.
Individual	N/A	Hawkinge	Hawkinge Town Council	Can you please advise me on how to object to the parks in Hawkinge being taken down? I and my family strongly object to this as my two small children use them all the time, I can't understand what benefit there possibly is to removing them!!	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive.
Individual	N/A	Hawkinge	Hawkinge Town Council	Just an email regarding the closures of the parks in Hawkinge. This simply can't happen. The majority of Hawkinge is family based being ideal for young and growing families. The parks are so important to Hawkinge and the community even if it doesn't look like they are taken care of. A clean and upgrade only needs to take place once every 5-10 years. These parks must remain in Hawkinge. They must. Absolutely ridiculous to close them.	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive.

Individual	N/A	Hawkinge	Hawkinge Town Council	We have lived in Hawkinge for 18 years and have seen the development of Hawkinge and have welcomed each of the play areas. We now have grandchildren so we often walk to the play areas for the children to play, get fresh air, socialise with other children and get some exercise. We have seen more and more houses being built and more families moving in so we need these facilities to remain and indeed ideally be updated and renewed for our community. Please review and think about how important these areas are for the amount of people, families and children that live in Hawkinge. We all pay enough council tax to ensure these facilities remain for us to use.	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive.
Individual	N/A	Hawkinge	Hawkinge Town Council	I have learnt today that you plan to close most of the play parks in Hawkinge. I am both disappointed and find it difficult to understand how such drastic decisions have been made with little consultation with local residents. From reading your play area strategy I understand that no priority play areas are planned for Hawkinge. One of the only parks to be saved in Pannell Drive is unsuitable for young children meaning that that the only alternative is Kettle Drive which for young children is a long walk from West Hawkinge. Do you intend to develop Pannell Drive so that it is suitable for toddlers and young children? Corbett Road and Atkinson Road parks are a valuable place for toddlers and young children to play, they do however require maintenance and upgrading with a toddler swing. I would strongly encourage you to reconsider closing so many parks in Hawkinge and ensure there is ample social space for families to enjoy.	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive. There are no PPA sites within Hawkinge as there is a large quantity of alternative sites available, covering use by various age groups.

Individual	N/A	Hawkinge	Hawkinge Town Council	<p>I am very disappointed to read your play area strategy and am sending this email to formally notify you of my strong objection. The plans state that the number of play areas in the Hawkinge area will potentially be reduced to 2 which is completely unacceptable for an area with so much housing and so many families. I live opposite the Heron Forstal Avenue Park and see how much the park is used, especially in the summer. This is despite the poor condition of it and lack of repairs and maintenance. It is so important nowadays more than ever that children are given ample areas to play outside and to encourage activity.</p>	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive.
Individual	N/A	Hawkinge	Hawkinge Town Council	<p>I have today heard the news that you are planning to close most of the parks in Hawkinge and I'm struggling to understand how this decision was made with little consultation from local residents. I have read your Play Area Strategy and quite frankly appalled that Hawkinge has no Priority Play Areas planned. In fact, one of the only parks to be 'saved' is in Pannell Drive and it is totally unsuitable for those under 7. Your document suggests that there should be a park in walkable distance for ages 0-25 and this will not be the case if Pannell is kept the same.</p> <p>Generally speaking, the parks in Hawkinge have not been maintained well and there needs to be serious investment into a large communal space that is suitable from ages 0+ (similar to the Radnor Park development), however I would argue that a few small parks are beneficial for those with younger children who are intimidated by large</p>	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive. There are no PPA sites within Hawkinge as there is a large quantity of alternative sites available, covering use by various age groups.

				<p>crowds and older children. The park at Corbett Road is the perfect place for this, although the equipment does need updating with a baby swing and a smaller climbing frame for toddlers. In a world where many children spend hours on tablet computers and in front of the TV, please do not take away such a valuable resource that is within walking distance, encouraging people to get outside with their children. I would implore you to reconsider closing so many parks in Hawkinge and include one large play area in Hawkinge as a Priority Park Area, making a social space for all ages to enjoy together.</p>		
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Individual	N/A	Hawkinge	Hawkinge Town Council	<p>It is completely unacceptable or acceptable that you are proposing to decommission the playgrounds in Hawkinge. These are used by children of all ages throughout the year and provide them with exercise and stimulation. Not only that but for many of the mums and dads these provide a reason to take the kids outside and get valuable fresh air and exercise. If they are to be taken away it will have a negative impact on the local commas a whole. Not only that but these are social meeting places for parents, some of who one have mental health problems and find these areas provide friendships, support and escape from the rigors of daily life.</p> <p>There is no justified argument for the selling and dismantling of these play grounds as their cost to maintain and up keep is minimal. The main cost is their construction in the first place but as this is not a factor why are they to be torn down? The cost to dismantle would pay for their upkeep for several years anyway. We all pay our taxes and as a tax pay I do not consent my contributions not going towards their upkeep anymore! I object on behalf of all the local residents with children in the town of Hawkinge unconditionally!</p>	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive.
Individual	Hythe Town Council	Oakland's LEAP NSPA	Hythe Town Council	I'm writing to you reference Oakland's Play Park, to ensure I express how important this area is for the young children and parents of Hythe, the park is always busy and an essential area needed for this area which is local to the people of Hythe other parks would otherwise be in Folkestone that are suitable for toddlers.	Closure	Oakland's Play area is maintained by Hythe Town Council, therefore FHDC has no plans to close this park.

				I have been unaware of these plans until today, the day before the consultation ends and I'm sure lots of others will be too, but this park really is so important to the town.		
Individual	FHDC	Oakham Drive. LEAP NSPA	Lydd Town Council	Please do not close & sell off this playground which is used by the locals. There are few playgrounds and greenery left. Plus, The Rype in Lydd can get very busy and means Oakham drive residents have to walkover a busy road to get to it. Why does every bit of green land have to be sold off? There will be nothing left soon bar roads & houses.	Closure	Oakham Drive is a NSPA site and is found within the catchment area of the Rype which is a PPA. Discussions are taking place with Lydd Town Council over the transfer of this and the other play areas in Lydd.
Individual	FHDC	Oakham Drive. LEAP NSPA	Lydd Town Council	Hi my name is xx and lived in Lydd nearly my whole life. this park was built when I was a small child and was the only park I was allowed to go to on my own with my friends, as the other parks were As my mum would say "too far away" and this park was literally 1 minute walk from my house... why would you want to close a park!!! there's not a lot of places for kids to go as it is this is just going to encourage children/teenagers to walk the streets and possibly get into trouble...so unless you're going to close it to build a centre where all kids of all ages can go to meet other children and stay off the streets then please don't close the park! The park is a good place for people to let their children burn off some energy (encouraging exercise!)	Closure	Oakham Drive is a NSPA site and is found within the catchment area of the Rype which is a PPA. Discussions are taking place with Lydd Town Council over the transfer of this and the other play areas in Lydd.

Individual	FHDC	Oakham Drive. LEAP NSPA	Lydd Town Council	<p>We need to have this play area on this small estate as there are two major roads to cross to get to any other play area in Lydd. The children and parents from Harden Road and the roads off of this use this play area also, so we have a reasonably large catchment area. If the drainage of the area was sorted out has been promised and arranged with F&H this is due to be started within two months from now, there would be more children able to visit this area and actually use it during the wet winter months.</p> <p>Unless you can guarantee two sets of pedestrian pelican crossings to allow a safe crossing point it would put children in dangerous situations trying to cross the mentioned roads. These roads are used by very large lorries coming from Brett's Quarries / Dungeness Power Stations and the Robin Hood Road area industries. I have spoken to Councillors Tony Hills / Clive Godden and David Wimble who seemed to know nothing of this strategy. We do not see on your strategy many parks under threat in the Folkestone and Hythe areas, I wonder why this is!! So please leave things alone, Us Marsh Peasants know our place and make do with what we have, and what we will fight very hard to keep. We know we are long way from Folkestone and are a forgotten part of your district, but what we have we would like to keep in place thank you. We will wait and see what decisions are made before we contact the HSE for their advice and proposed action.</p>	Closure	<p>Oakham Drive is a NSPA site and is found within the catchment area of The Rype which is a PPA. There has been no promise to relieve the drainage due to the lack of possible methods to do this.</p> <p>Discussions are taking place with Lydd Town Council over the transfer of this and the other play areas in Lydd.</p>
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Individual	FHDC	Oakham Drive. LEAP NSPA	Lydd Town Council	<p>Please accept this email as a rejection to the proposed selling of the park at Oakham Drive, Lydd. We are outraged that this notice has only just appeared on a late Friday evening when no one is in the office to answer concerned residents questions. Leaving only 5 working days' notice to raise an objection to something so vital to many Lydd residents is beyond me. We would like to raise our disgust in this proposal. Our children, aged 5 and 7 use this park and playing field on a regular basis. We live not too far away and find this park and location a must safer area to play than The Rype in Lydd that is near numerous busy roads and is not sectioned off for child safety. Although our children at present do not go to this park without an adult, in years to come my son will definitely have the freedom to go and meet his friends there for a game of football. There is no way he will be able to go further afield for a park and a game of football unattended. Removing parks in residential scheme is removing a lot of freedom our children desperately need to grow and thrive.</p> <p>It is essential that we encourage our children to get out in fresh air and enjoy the playgrounds close to their homes, not ripping them down for the sake of a few pounds in someone else's pockets. For some in Lydd, these parks are essentially the only outside safe space they have outside of school.</p> <p>We are in an extremely deprived area, with many children and families below the poverty line. Our</p>	Closure Play Provision	<p>Oakham Drive is a NSPA site and is found within the catchment area of The Rype which is a PPA.</p> <p>Discussions are taking place with Lydd Town Council over the transfer of this and the other play areas in Lydd.</p>
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				<p>school has a significantly high number of underprivileged children, many having to resort to food banks as a means to eat, never mind having the funds to take their children on days out. Many families do not own cars, meaning they are restricted to the boundaries of Lydd. We are very limited to what you can do with your children in Lydd. These parks are vital for them to access a free outside safe space to enjoy being children away from the worries of home. I really hope and pray that this decision is reconsidered and the children of Lydd are deemed more important than another development opportunity to increase someone's revenue.</p>		
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Individual	FHDC	Oakham Drive. LEAP NSPA	Lydd Town Council	Could you please send me the minutes of the consultation meeting regard the closure of are park. Also can you please help me in finding the deeds of Oakham drive as I would like to see if the park area is covered in them? I can truthfully say that every child in the close use this park on a daily bases. If you remove this park we you fit better vehicle management I.e. pedestrian traffic lights, speed humps to slow vehicles down on Harden road so the children can cross the road safely to enter the park on The Type. Also why was these signs only put up on the 24th January when it all started on the 20th December that has only left 1week to stress their feelings. Looking forward to your quick response.	Closure	Oakham Drive is a NSPA site and is found within the catchment area of The Rype which is a PPA. Discussions are taking place with Lydd Town Council over the transfer of this and the other play areas in Lydd.
Individual	FHDC	Oakham Drive. LEAP NSPA	Lydd Town Council	With regards to the impending closure of Oakham Drive Park in Lydd I'd like to contest this. I live in lydd approx. 5 -10min walk away from this park I choose to walk to this one with my children mainly because there is just enough there to keep my children amused and most importantly it is fenced in for safety, I feel secure with my children in this park whereas the other most local park to me on lydd Rype, is open without a gated fence so often puts me on edge with cars driving past. I feel.it would be such a shame if this little community park were to close for our young children.	Closure Play Provision	Oakham Drive is a NSPA site and is found within the catchment area of The Rype which is a PPA. Discussions are taking place with Lydd Town Council over the transfer of this and the other play areas in Lydd.

Individual	FHDC	Oakham Drive. LEAP NSPA	Lydd Town Council	I am utterly disgusted with the plans to close down our park. I have an autistic child who plays here as we live on the estate. He is capable of getting to this park but can't imagine letting him off the estate to get to another park. You will be limiting his outside time. We have at least 15 children on the estate that use this park, a lot of them are not old enough to take themselves to the ripe. In essence you're ruining the community we have. It's so nice to see kids outside when we are all so obsessed with technology. I urge you to reconsider.	Closure	Oakham Drive is a NSPA site and is found within the catchment area of The Rype which is a PPA. Discussions are taking place with Lydd Town Council over the transfer of this and the other play areas in Lydd.
Individual	FHDC	Oakham Drive. LEAP NSPA	Lydd Town Council	L think it is absolutely disgusting that you are even considering asset striping this play park to sell the land. This is Public land, where do you think the children of today are going to play. The park is used by so many youngsters & babies. L suppose this is another ploy for the council to accuse cutbacks & enjoy money. L believe you will get a fight on this the people of Lydd need some recreational ground. I am disgusted & I only visit the area.	Closure	Oakham Drive is a NSPA site and is found within the catchment area of The Rype which is a PPA. Discussions are taking place with Lydd Town Council over the transfer of this and the other play areas in Lydd.
Individual	Hythe Town Council	Oakland's LEAP NSPA	Hythe Town Council	I find it very disheartening to find out today that you wish to close the park at Oakland's. I regularly take my son here (he's 2) as it's the perfect equipment for his age in comparison to other parks. Every time we go there are always other parents and children there, it's a great spot for the community as its right by Age UK so the elderly also get to benefit from engaging with the children. This will help all round with different aspects of development! This park is at the heart of a community and it	Closure	Oakland's Play area is maintained by Hythe Town Council, therefore FHDC has no plans to close this park.

				would be very sad to see it close, I hope you will reconsider		
Individual	Hythe Town Council	Oakland's LEAP NSPA	Hythe Town Council	<p>I am opposed to the proposed, possible closure of Oakland's Park, Hythe, and feel that it should be protected. Having not long moved to Hythe with a young toddler, I found Oakland's to be the perfect park. Although Hythe is listed as having 4 parks, the others are not suitable for young children. Oakland's is the perfect size for toddlers and would be a great loss for mums of young children who are looking for a safe, enclosed area to play with their children. Also I feel that it's worth noting that the location encourages families to access the library, which can only be a good thing, and also being in such close proximity to the canal opens up great opportunities for nature and exploration in the early years. I cannot count the times I've taken my son for walks to the park, and ended up feeding the ducks and looking at the different leaves and plants along the canal path.</p>	Closure Play provision	Oakland's Play area is maintained by Hythe Town Council, therefore FHDC has no plans to close this park.
Individual	Hythe Town Council	Oakland's LEAP NSPA	Hythe Town Council	<p>What can do to assist in keeping Oakland's park kids play area open? I use the park frequently with my 2 children. I also think the parks link to the age UK centre is good for the community.</p>	Closure	Oakland's Play area is maintained by Hythe Town Council, therefore FHDC has no plans to close this park.

Individual	Hawkinge Town Council	Atkinson Road, LAP	Hawkinge	<p>I understand that there is a plan to close the large Page Road park and I must be honest this concerns me considering this is one of only 2 parks close to our home. There are many families with small children in this area and this park is a firm favourite of my 8 and 3-year-old alone. I am confused as to why you choose to close a park that caters for this large area of housing, are there plans to enhance the park along Pannell Drive? If so I would fully support closing this park on the basis a larger more varied park for many age groups was in your plans.</p> <p>Children need a place to go where they are safe and can be 'young', please do not take away one of the only places they can do this without being a 'nuisance' to the residence around them. I hear both sides of the story and I'm told there are older children/teens that maybe being unruly for not having use of a better word. Maybe CCTV would assist or at least signs to say they were in place to deter them?</p> <p>Houses there would spoil one of the only places the children can enjoy the outdoors, I beg you to rethink and help us raise children who are able to play outside rather than be cooped up in their bedrooms playing computer games and detaching from society because there is nowhere safe they can go. I vote no to the closure....unless you expand</p>	Closure	<p>The strategy has been put in place considering the fact that the towns and Parishes can deliver the local requirements of the area. The play park referred to is Atkinson road which is managed by Hawkinge Town Council, therefore FHDC has no plans to close this park.</p>
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Individual	Hawkinge Town Council	Atkinson Road, LAP	Hawkinge	<p>I've just discovered that it's your intention to remove at least one of the two children's playgrounds in Hawkinge West. I've skimmed through the play area strategy 2020-2030 which infers that your strategy is "F&HDC acknowledges the importance of play to the health and well-being of its residents. F&HDC is therefore committed to ensuring all residents are able to access high quality and high value play provision. Subsequently F&HDC's vision for play provision is as follows:</p> <p>Play experiences are fundamental to the health and development of children and young people. Folkestone & Hythe District Council will therefore seek to ensure all residents are able to access a high quality and high value play area. We will work with town and parish councils, together with other providers, to create play spaces which offer challenging and exciting environments for children and young people of all ages and abilities."</p> <p>Removing either of the existing, albeit very small, play areas is a total contravention to your stated strategy. You may have conducted a limited public consultation but I have so far not found a single resident likely to be impacted by this decision who was aware of any such consultation. Surely part of a consultation process is to ask the tax payers in the immediate areas that could be affected by your decisions.</p> <p>Many of the families in the area are those with young children, or like my wife & I, grandparents with young children to care for. Unless you are</p>	Closure	<p>The strategy has been put in place considering the fact that the towns and Parishes can deliver the local requirements of the area. The play park referred to is Atkinson road which is managed by Hawkinge Town Council, therefore FHDC has no plans to close this park.</p>
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				<p>planning on immediately replacing the existing play area(s) with something better then all you will be doing is removing the ability for local residents to have the facilities that were available at the time of purchasing a property in the area. The facilities for children under the age of five is almost non-existent, removing play structures as opposed to adding or improving them is contrary to the supposed aims of the council. The existing areas receive minimal maintenance and therefore a minimal financial burden for their upkeep. Please do not remove the existing play area(s), thereby, in your own words, “ensuring all residents are able to access high quality and high value play provision”.</p>		
Individual	Hawkinge Town Council	Atkinson Road, LAP	Hawkinge	<p>To it may concern I just seen the notification that the playground is at risk of closer. I am a local resident with three children one of which is autistic and Regularly use the playground. I would strongly object to this play ground being sold off there needs to be areas for kids to play. If a site needs to</p>	Closure	<p>The strategy has been put in place considering the fact that the towns and Parishes can deliver the local requirements of the area. The play park referred to is</p>

				go why not look at the small play ground near Atkinson road.		Atkinson road which is managed by Hawkinge Town Council, therefore FHDC has no plans to close this park.
Individual	Hawkinge Town Council	Atkinson Road, LAP	Hawkinge	I am deeply concerned by the apparent closure of the park on Page Road in Hawkinge and very much hope it will be a temporary measure. There are not enough decent areas for children in Hawkinge to play; certainly not in ratio to the number of houses built. There need to be more improved play parks and facilities, certainly not fewer. Judging by the comments on the Hawkinge Facebook page this is a very shared by many people up here. I hope you will consider my view as part of the consultation.	Play provision Closure	The strategy has been put in place considering the fact that the towns and Parishes can deliver the local requirements of the area. The play park referred to is Atkinson road which is managed by Hawkinge Town Council, therefore FHDC has no plans to close this park.

Individual	FHDC	Oakham Drive. LEAP NSPA	Lydd Town Council	<p>I am emailing you regarding the possible closure of the play park that is situated at Oakham Drive, Lydd. I would like to express my deepest concerns about this subject as I believe a play park is imperative for children's health and development. Having access to a gated play park is a necessity, it provides children with a safe place to play, gives them access to develop physically, provides them with opportunities to take risks that are crucial to becoming a more resilient adult and could possibly provide them with a safe environment when home life could be challenging. Taking away the play park could potentially have catastrophic effects on children's health and wellbeing, especially in today's society where technology seems to be an overpowering issue which leads to children become disengaged from a variety of daily activities.</p> <p>If the play park at Oakham Drive is to be taken away it will mean that the children who live there will no longer be able to socialise as easy as they do when the park is open, parents who arrange group activities for their little children will no longer be able to access a gated park and coordinate play dates and the children will have less reason to venture outside causing a variety of development and social issues. I hope this park can remain open, it is in the children's best interest. I am emailing you regarding the possible closure of the play park that is situated at Oakham Drive, Lydd. I would like to express my deepest concerns about this subject as I believe a play park is imperative for children's health and development.</p>	Closure Play provision	<p>Oakham Drive is a NSPA site and is found within the catchment area of The Rype which is a PPA.</p> <p>Discussions are taking place with Lydd Town Council over the transfer of this and the other play areas in Lydd.</p>
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				<p>Having access to a gated play park is a necessity, it provides children with a safe place to play, gives them access to develop physically, provides them with opportunities to take risks that are crucial to becoming a more resilient adult and could possibly provide them with a safe environment when home life could be challenging.</p> <p>Taking away the play park could potentially have catastrophic effects on children's health and wellbeing, especially in today's society where technology seems to be an overpowering issue which leads to children become disengaged from a variety of daily activities.</p> <p>If the play park at Oakham Drive is to be taken away it will mean that the children who live there will no longer be able to socialise as easy as they do when the park is open, parents who arrange group activities for their little children will no longer be able to access a gated park and coordinate play dates and the children will have less reason to venture outside causing a variety of development and social issues.</p> <p>I hope this park can remain open, it is in the children's best interest.</p>		
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Individual	FHDC	Heron Forstal LEAP NSPA	Hawkinge Town Council	<p>I have just been made aware that my local park is on the list to be closed. (Heron Forstal Avenue, Hawkinge)</p> <p>The planned closure of all but 2 Hawkinge parks is unacceptable. This would leave 1 park on the east of Hawkinge and 1 on the West for thousands of children! Living opposite the Heron Forstal park I see the volume of people using this throughout the weeks in all weathers and use this every weekend with my children. During the lighter evenings we use the park after school several times a week too. How can you justify keeping just 2 parks in the town open? They will be seriously overcrowded not to mention quite a trek to get to for many. There has been no communication on the intention of Hawkinge Town council so I do not know if they intend to take over any of the parks but I strongly object to these planned closures. Please register this email as a formal objection to the plans.</p>	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive.
Individual	N/A	Lyminge	Lyminge Parish Council	<p>I saw this email address to voice an opinion on the closure of the local parks. I live in Lyminge and frequently use at least 2 of the 3 parks on your list, as well as many other families. For what it is worth I think closure of any (let alone all) of the parks in Lyminge would be very sad indeed! Having said that I am in no doubt that the park in mount pleasant close is long overdue an upgrade and would probably be used more if invested in!</p>	Closure	FHDC will undertake talks with Lyminge Parish Council about potential asset transfer.

Individual	Hawkinge Town Council	Atkinson Road, LAP	Hawkinge	I have been advised that you are due to close a park in Hawkinge on Corbett Road/Page road. Please don't close this park. My 2 children play in here on a regular basis and it seems so unfair to take it away from the nice families who use it properly.	Closure	The strategy has been put in place considering the fact that the towns and Parishes can deliver the local requirements of the area. The play park referred to is Atkinson road which is managed by Hawkinge Town Council, therefore FHDC has no plans to close this park.
Individual	N/A	N/A	N/A	<p>Having just been made aware of a consultation on your Play Area Strategy 2020-2030, I am very concerned that the window of consultation including Christmas and New Year has left little time for me to properly consider the strategy and respond in full. I hope you will extend this period.</p> <p>My understanding of your strategy so far makes me concerned that many play areas for children will be closed, reducing opportunity for the benefits of outside play and exercise. This goes against one of your strategic objectives in your corporate plan for "health matters". In addition, as a council you have declared a climate crisis and yet the closure of local play facilities will surely mean that families will have to drive to 'destination' play areas. Finally, there is no mention of funding for the parks being transferred to the Town and Parish Councils so how will they be maintained?</p>	Closure	FHDC will work closely with Parish and Town Councils to transfer assets.

Individual	N/A	N/A	N/A	<p>Think it's disgusting that you are closing a lot of parks in the area not everyone can take their kids to busy parks in the holidays especially those with Autism or other disabilities also not everyone drives or can afford the fuel. Plus it's good to get the kids out walking if the park is in walking distance. Now people will have nowhere to go.</p>	Closure	<p>FHDC will work closely with Parish and Town Councils to transfer assets.</p>
Individual	MOD	Mackenzie Drive LEAP NSPA		<p>I am highly disappointed to see the list of parks to be possibly demolished for open spaces within the coming years. I do not often comment on plans but with 2 young children and many friends who have children too, the parks we have locally are so important for the community and a free and fun place for children and families to visit. I used to work in the NHS and now in KCC and have seen many examples of children who do not get the outdoor space and fun they should be experiencing, therefore leading to mental health and weight problems. Shutting down 24 parks is only going to increase this for the future. I thought we were trying to cut obesity in children not worsen it?</p> <p>I am aware of all these parks, and the one that upsets me the most is the McKenzie drive one. We visit here 1-2 times a week (when the weather is well) and the park is used regularly by the Nepalese families who live in the surrounding houses, these families are here to support us and have very little activities they can join in, why remove one of them which they can use? For free! Please re think this, it's so important the parks stay for the children and families.</p>	Closure	<p>FHDC will work closely with Parish and Town Councils to transfer assets. Mackenzie drive is owned and managed by the MOD, therefore FHDC has no plans to close this park.</p>

Individual	N/A	Hawkinge	N/A	Please do not close any of our children's parks in Hawkinge or Folkestone. They are much loved resources and one of the reasons why we love living here!	Closure	FHDC is in talks with Hawkinge Town Council regarding adopting the parks and talks have been positive.
Individual	Places for Homes LTD	Pine Way LEAP NSPA Transfer to FTC or close	Folkestone Town Council	<p>I've seen that the play park on Bigginswood road, next to Harcourt school, is on the list of closures. This really surprises me and is quite concerning that you want to close this park, considering it is right next to a primary school. This park is used every day by a lot of the children from the school, even in bad weather.</p> <p>As I'm sure you are aware Harcourt has a high number of disadvantaged family's that belong to the school, and this park is a place for children to play, who might not have gardens or have parents/guardians that take them to another park further away. As this park is literally on the way out of school.</p> <p>It also serves as a great way for the school community to grow as it gives a chance for parents to chat whilst the children play. If anything this park needs updating with more facilities as in the summer you can have over 100 children using it! If you sent your counsellors out to the park on any school day from 3.30 pm you will see for yourselves how much this is used. I look forward to your response</p>	Closure	This park is close to Harcourt Primary school and is in a convenient location for children before and after school. It is also close to Firs Lane Play Area. This play area has more equipment than FIR's lane. This area is within the catchment area of Cheriton Recreation Ground, which is the designated PPA.

Individual	N/A	N/A	N/A	<p>As made clear on p20 in the document the key issue to address through the pay strategy is</p> <ul style="list-style-type: none"> • Insufficient budget to support the ongoing management and maintenance of play areas which has resulted in a backlog of repairs. The impact of continued reduction in play space will exacerbate the decline in play value and quality in Folkestone & Hythe District. <p>These proposals address the insufficient budget by reducing expenditure on play space. It is a cut in provision because there is less money available from central government due to the cut in local government budgets. This should be challenged by the council especially through their MP as the country recently elected a government that promised increased expenditure on public services. As part of the consultation the reason for this cut in services should be explained to the communities who use the play areas through a programme of engagement and ask them if they would prefer the council to increase the budget spent on play areas and how that would best be paid for. There appears to be no attempt to have surveyed use of play areas, run community fun days to engage people in the management of the spaces. More worryingly this consultation does not seem to be valid in that there has been no attempt to ask the users of the play areas what they think about the proposals. This would be a perfect opportunity for the council to show community leadership and work with parish councils and local nurseries/school and community groups to respond to the challenges of the budget.</p>	Closure	FHDC will work closely with Parish and Town Councils to transfer assets.
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				<p>I also think the lack of response to this consultation – sorry an assumption but it would be surprising due to the window available, the lack of awareness in communities and the time of year (eg over Christmas New Year) if there were many responses to this – should reinforce the need to properly involve communities in these decisions. People do not know that these proposals are being made about their local play parks so this consultation can in no way be seen as representative of the views of local residents. A programme of community consultation should be carried out before a decision is made</p>		
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Individual	N/A	Hawkinge	N/A	<p>I have only just learnt about the notices put up on most of the children's play areas around Hawkinge. Are we all understanding correctly that these areas could be shut down and removed? Hawkinge residents are mainly families with children. It seems absolutely absurd to remove play areas when there is little else for children to do and when we are all aware the children should be encouraged to get outdoors and play more. We originally bought off plan and as we had children it was important that the building plans included play areas. We now have grandchildren that we take to most of the play parks in Hawkinge.</p> <p>Where else can we take small children that is safe and fun to play that is also walking distance from home so we do not have to use the car?</p> <p>Hawkinge is still growing, there is still more housing being built so we need more facilities for children NOT LESS!! This is shameful!!! I can only say that myself, my family and the majority of Hawkinge residents OBJECT STRONGLY to any play area being closed and shut down. If money needs to be saved then perhaps removing our Town Mayor and the costs involved with that position should be considered instead!!</p>	Closure	<p>The sign mentioned in this response was not attached by FHDC and stated incorrect facts. FHDC will work closely with Parish and Town Councils to transfer assets. As areas continue to grow funding will be directed accordingly.</p>
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Individual	N/A	N/A	N/A	Having just been made aware of a consultation on the your Play Area Strategy 2020-2030 I am very concerned that the window of consultation included Christmas and New Year leaving little time for me to properly consider the strategy and respond in full. I hope you will extend this period. However with my brief understanding I am concerned that many play areas for children will be closed reducing opportunity for the benefits of outside play and exercise. This goes against one of your strategic objectives in your corporate plan for "health matters". Secondly as a council you have declared a climate crisis and yet the closure of local play facilities will surely mean that families will have to drive to 'destination' play areas. Finally there is no mention of funding being transferred with the parks to the Town and Parish Councils so how will they be maintained? "	Closure Play provision Budget	The consultation period was of a suitable timeframe. As part of the strategy FHDC will work with Parishes and Towns to provide suitable and quality play, both through PPA but locally through the SIPA and NSPA network. Funding dowries will be discussed with the appropriate bodies.
Individual	N/A	N/A	N/A	Having been made aware of a consultation on your Play Area Strategy 2020-2030, I am very concerned that the window of consultation included Christmas and New Year leaving little time for me to properly consider the strategy and respond in full. I sincerely hope that you will extend this period. However, with my brief understanding, I am concerned that many play areas for children will be closed, therefore reducing their opportunities to reap the numerous benefits of outside play and exercise. This goes against one of your strategic objectives in your corporate plan for "health matters". Secondly, as a council you have declared a climate crisis, yet the closure of local	Closure Play provision Budget	The consultation period was of a suitable timeframe. As part of the strategy FHDC will work with Parishes and Towns to provide suitable and quality play, both through PPA but locally through the SIPA and NSPA network. Funding dowries will be discussed with the appropriate bodies.

				play facilities will mean that families will have to drive to 'destination' play areas. Finally there is no mention of funding being transferred with the parks to the Town and Parish Councils so could you please explain how they will be maintained?		
Individual	N/A	N/A	N/A	Having looked in detail at your proposals I believe they are flawed. Where existing play areas are well maintained/financed by those with respective responsibility there is not a problem. Likewise where Town and parish councils are clearly able to accept a managed, properly financed take over there should be little difficulty. The problems will arise where the handover is unwanted and/or poorly financed. This is most likely to occur in the least advantaged areas of the district. Think twice about handing a valuable asset over to developers using the review as the vehicle.	Closure Play provision Budget	The consultation period was of a suitable timeframe. As part of the strategy FHDC will work with Parishes and Towns to provide suitable and quality play, both through PPA but locally through the SIPA and NSPA network. Funding dowries will be discussed with the appropriate bodies.

Individual	N/A	N/A	N/A	having just been made aware of a consultation on the your Play Area Strategy 2020-2030 I am very concerned that the window of consultation included Christmas and New Year leaving little time for me to properly consider the strategy and respond in full. I hope you will extend this period. However with my brief understanding I am concerned that many play areas for children will be closed reducing opportunity for the benefits of outside play and exercise. This goes against one of your strategic objectives in your corporate plan for "health matters". Secondly as a council you have declared a climate crisis and yet the closure of local play facilities will surely mean that families will have to drive to 'destination' play areas. Finally there is no mention of funding being transferred with the parks to the Town and Parish Councils so how will they be maintained? Any dowry being offered clearly does not meet the cost of maintenance, replacement of play equipment, cutting of grass, painting and repairing fences etc. yet alone the inspection fees.	Closure Play provision Budget	The consultation period was of a suitable timeframe. As part of the strategy FHDC will work with Parishes and Towns to provide suitable and quality play, both through PPA but locally through the SIPA and NSPA network. Funding dowries will be discussed with the appropriate bodies.
Individual	N/A	Hawkinge	Hawkinge Town Council	It would appear from your very confusing policy documents regarding the future of play areas in the District that many/most of the play areas in Hawkinge will have their play equipment removed and no maintenance will be carried out. This presumably will include mowing, rubbish removal, perimeter fencing as well as H&S responsibilities. I find this ridiculous if this is the intention - there are innumerable children of all ages in Hawkinge and none of the houses have sufficient garden space	Closure	Sites that are not transferred will be maintained as open spaces, this will mean all other activities will continue.

				for young children to play. Please could you let me know whether my understanding is correct?		
Individual	N/A	N/A	N/A	<p>Having just been made aware of a consultation of your Play area Strategy 2020-2030, I am very concerned that the window of consultation included a Christmas and New Year, leaving little time to properly consider the strategy and respond accordingly in full. I am hopeful that you will extend this period, however with my brief understanding I am concerned that many play areas for children will be closed reducing opportunity for the benefits of outside play and exercise. This goes against one of your strategic objectives in your corporate plan for 'health matters'. Secondly, as a council, you have declared a climate crisis and yet the closure of local play facilities will surely mean that families will have to drive to a 'designated play area'.</p> <p>Finally there is no mention of funding being transferred with the parks and the Town and Parish Councils, so how will they be maintained</p>	Closure Play provision Budget	The consultation period was of a suitable timeframe. As part of the strategy FHDC will work with Parishes and Towns to provide suitable and quality play, both through PPA but locally through the SIPA and NSPA network. Funding dowries will be discussed with the appropriate bodies.

Lyminge Youth Action	N/A	Lyminge	Lyminge Parish Council	<p>Having read through your strategic document we can see that three of the four play parks we have in Lyminge are in line for closure if no transfer to a local partner can be found. This is obviously disappointing, especially with Lyminge having a thriving pre-school and primary school, meaning that the village has over 300 under 11s visiting it each week day (most of whom live in or within walking distance of the village, and also use the current parks on the weekend & in school holidays). Whilst it is understandable (given how outdated & unsafe against modern standards the other three are) why the one has been selected to remain under F&H Council management, this park only has equipment for very small children (under 5) & a skate park for more older children (mostly used by children 10+). This leaves a significant gap in provision for the 200+ primary school aged children we have in the village each weekday. We, therefore, wonder what provision will be made available in the village for these children if no one takes up management of the other three parks in the village that do cater for this age group? We also wondered, where Parish councils or partners are willing to take on the future management of these parks (which will mean a significant long-term financial commitment for insurance & on-going upkeep), whether F&H Council will provide some one-off funding or make a pot of money available for application should the park equipment be damaged or require some one-off improvements to remain safe & useable?</p>	Closure	Discussions with the Parish council will be undertaken to asset transfer the parks this will include a dowry payment.
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				<p>With this in mind, as you may be aware, Lyminge Youth Action (in partnership with Lyminge Parish Council) have applied to rebuild one of the play parks in Tayne Field. Making it a play park for all children regardless of age, as well as a community space. Given F&H Council's desire to transfer management of this; Lyminge Parish Council's agreement to do so on conclusion of the rebuild (as they then have the security of the installers lengthy warranty); & our desire to ensure at least one park for children aged 5+ remains in the village, would F&H Council be willing to support our rebuild with some one-off funding? We certainly feel such support will go a significant way to compensate for the potential loss of the other two parks - something we know a large proportion of the village are unhappy about. It may be, as part of our rebuild, we can look at removing the equipment of the other two parks & making them in to open spaces, as per the strategy you have. Making the situation a win for all parties concerned. We would be more than happy to discuss this matter further. We look forward to your response.</p>		
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Individual	Places for Homes LTD (Pine Way) / FHDC (George Gurr)	Pine Way LEAP NSPA / George Gurr LEAP NSPA	Folkestone Town Council	<p>I write with comments and questions on the play strategy proposed.</p> <p>Whilst it is a fantastic strategy in principle, myself and my children directly benefiting from the development of jocks pitch. I do find some of the parks 'going' will impact others negatively far greater than myself positively.</p> <p>The play park on pine way/Biggins wood road. This park is used daily, before and after school by children that attend Harcourt primary school. This school has a higher than average percentage of disadvantaged children. These children need the outside space to play! Parents are unlikely to travel the extra distance to Cheriton Park, many driving to school from work, as the convenience of before and after school is what works for them. The preschool children who attend Playbox nursery also visit this park daily, and siblings of all these children spend much time in the park.</p> <p>The benefits of outside play and learning are crucial for the development into healthy independent adults. This park also falls in the middle of an under privileged area. Many of these children need that park in the school holidays, as their only form of outside entertainment.</p> <p>This park forms an integral part of the school community, with children given the opportunity to play together outside of the school environment. For the same reasons above the park in George Gurr should also stay. There is nowhere safe to walk in 15 minutes from there for the children, without having to cross the busy bypass, at least 30 minutes to Canterbury road/Radnor park, and back</p>	Closure	Pine Way is close to Harcourt Primary school and is in a convenient location for children before and after school. It is also close to Firs Lane Play Area. This play area has more equipment than FIR's lane. This area is within the catchment area of Cheriton Recreation Ground, which is the designated PPA.
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				<p>up the hill even longer! Unfortunately, money will not come from out of thin air, and the parks being sold onto developers in return for investment into the strategic play parks should be better 'advertised' People naively believe they will just remain, unmaintained.</p> <p>What parks do developers have interest in, all the non-strategic areas of play? What can we expect to be built? Housing?</p>		
Individual	MOD	Mackenzie Drive LEAP NSPA		<p>I'm emailing regarding the children's play park at McKenzie Drive, Shorncliffe, and Folkestone. I don't understand why it's down for closure. It's very popular with locals, especially the Gurkha community. It's had a fantastic revamp in the last year too. Please save it!</p>	Closure	<p>FHDC will work closely with Parish and Town Councils to transfer assets. Mackenzie drive is owned and managed by the MOD, therefore FHDC</p>

						has no plans to close this park.
Individual	Hythe Town Council	Oakland's LEAP NSPA	Hythe Town Council	<p>Am writing to add my voice to those asking your team to find an alternative funding solution so that you can avoid closing playgrounds in and around Folkestone and Hythe. The health and development benefits of outdoor play for young children are undisputed, as well as the benefits to community cohesion that shared spaces can bring: the playground by Age UK in Hythe is a particularly lovely example of this, as it sees young children playing next to the cafe and meeting hub for elderly care, helping to remove barriers between the generations.</p> <p>I appreciate that budgets are becoming more and more restricted, and that many of the grants focusing on recreational spaces that would have previously been available for the council to apply for will no longer be an option when we leave the EU, but letting such vital community asset disappear due to an administrative paper-shuffle about 'asset transfer' is nothing short of negligence. I apologise that I have not been able to include links to research supporting my points- I only learned of the plans today, and I am writing this while clearing up breakfast for my 3 year olds! I'm also sorry if this email is just the latest in the line of 'disgruntled of Hythe' responses you are fielding, but frankly it seemed the only recourse available at 8am the morning the consultation</p>	Closure	Oakland's Play area is maintained by Hythe Town Council, therefore FHDC has no plans to close this park.

				closed. Please could you let me know how I might stay up to date on the progress of this issue?		
Individual	N/A	N/A	N/A	I live at xxxxx, this piece of land is at the back of my property and have I been trying to get in contact the owner since I bought the property as we are very interested in purchasing the land. We have recently had a baby and would love to have the land to extend our garden. It would mean we could live in this house and extend our family before moving anytime soon. Please could someone call me as I am very interested?	N/A	N/A

Individual	N/A	N/A	Hawkinge	I live at xx Heron Forstal Avenue, Hawkinge and write in the strongest opposition to the removal of any of the play equipment in Hawkinge. I regularly take my granddaughter to all play areas in Hawkinge and have been disgusted at the lack of suitable play equipment for babies and young children! Hawkinge needs more equipment not less for the many families in the area and all my family feel upset that this is possibly to be removed. Why are families and children not catered for? Totally wrong and mean decision.	Closure / play provision	The strategy has been put in place considering the fact that the towns and Parishes can deliver the local requirements of the area.
Individual	Hawkinge Town Council	Atkinson Road, LAP	Hawkinge	I am emailing to express my concern over the decision to potentially close a number of the children's recreation areas in Hawkinge. In particular as a resident of Trunley Way I am very sad to learn that the Atkinson Road site is one of those due to be removed .Since we moved to the area 5 years ago we have used this park often but in particularly over the last 3 years, since our youngest son was born, we have used this area almost daily. There are no other parks suitable for this age group on this side of Hawkinge. I feel it is a real shame to be removing amenities from such young children. My front door directly faces the park and my son asks every day without fail to "slide" when he sees the park. I find the decision to close both Atkinson and Corbett road sites strange as the most troublesome park would almost certainly be the one on Pannell Drive. This park attracts hordes of teenagers (well out of the suitable age range) who sit there using foul language, vandalising and leaving broken glass etc. everywhere. This has meant for myself and others	Closure	The sign mentioned in this response was not attached by FHDC and stated incorrect facts. The strategy has been put in place considering the fact that the towns and Parishes can deliver the local requirements of the area. The play park referred to is Atkinson road which is managed by Hawkinge Town Council, therefore FHDC has no plans to close this park. With regards to the other parks we are working closely with Hawkinge Town Council regarding asset transfer and the collaboration remains positive.

				<p>this park is unusable as it is both intimidating and at times dangerous! Can I please ask how the decision has been reached to keep this park yet remove others on the area? I note the other nearby suitable park (located at the end of Uphill) is also war marked for closure. Where are you proposing we take our toddlers when you are leaving absolutely no facilities for them in this area? I really hope you receive enough objections to these proposals to rethink your plans. These areas are one of the reasons we chose to move to Hawkinge and it will be a great shame for the community to lose them. Thank you for your time. I welcome any comments you may have.</p>		
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Individual	Hythe Town Council	Oakland's LEAP NSPA	Hythe Town Council	<p>I wish to comment on the reasons why I do not agree with the committee's "non-strategic" evaluation of No. 55, Oakland's play park. This toddler park is extensively used throughout the winter and summer. If the evaluation has been undertaken through questionnaires from few streets surrounding the park then this is not a true representation of the many users of this park. The houses directly adjacent the park are mainly retirement. However, we and many other parents live walking distance from the park and frequently walk to the park after a visit to the library. Then in the summer we and so many other families have picnicked in Oakland's and the play park has been so full you had to wait to use the equipment; on many occasions.</p> <p>The only other play park in walking distance to us is number 27 The Green, but this is for mixed ages and the toddler area is in the middle of the gated area and therefore not as comfortable for the younger children who constantly use Oakland's. Has the "non-strategic" evaluation taken into consideration that this play park has been sited adjacent age concern, presumably for intergenerational reasons?</p> <p>Surely, a measure of the requirement for a play park would be to assess its use over a period of set time? This play park is used too frequently to be judged "non-strategic". It is unclear in the councils strategy how this play park has been determined "non-strategic" and I strongly disagree with this determination</p>	Designation	Oakland's Play area is maintained by Hythe Town Council, therefore FHDC has no plans to close this park. It is also found within the catchment area of the Green PPA and Hythe Skate Park SIPA.
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KCC	FHDC (Peregrine Close) / FHDC Housing (Reachfields)	Peregrine Close LAP NSPA / Reachfields LEAP NSPA	Hythe Town Council	<p>I am writing as the KCC member for Hythe West in response to the FHDC Play Area Strategy 2020-2030.</p> <p>I am concerned about the designation of both the Peregrine Close and Reachfields play areas in Hythe as Non-Strategic. Both are heavily used and important facilities for their local communities. While the Reachfields play area is relatively close to the play facilities on the Green in Hythe, it is located within an estate with relatively high levels of deprivation and many of the facilities, particularly the enclosed pitch, are much more suitable to older age group children than is the case with the Green play facilities.</p> <p>As such, I would request that the NSPA designation of both is revised to Strategically Important, thereby removing the threat of potential loss of equipment if the town council declines to take over the assets.</p> <p>Overall, I am concerned about the potential loss of facilities across the district. The physical and mental health benefits of outside play are well understood and there is a dearth of activities and facilities for young people.</p>	Designation	Designations are reached considering locations, other facilities, and requirements.
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Individual	FHDC	Heron Forstal LEAP NSPA	Hawkinge Town Council	<p>I want to express my disappointment in the council wishing to close down and sell all the assets in Uphill Park Hawkinge!! I strongly disagree with this and cannot understand the stupidity of doing such a thing!</p> <p>When childhood obesity is high and continuing to rise why you would take away outdoor spaces for children to play in! As a resident of a house that overlooks the park I am very concerned about antisocial behaviour of an empty park that will attract teenagers and travellers again! Yet again you don't care about residents!!!</p> <p>It's the reason we moved to Hawkinge for the beautiful spaces and parks you have for our children!!! I will protest this and save our park!!!!!! I want an available reason as to why you are closing our parks</p>	Closure	<p>Discussions have been going on with Hawkinge Town Council over the asset transfer of this park and they remain positive.</p>
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Individual	FHDC	Southern Way LEAP NSPA	Folkestone Town Council	<p>I have read the Council's proposals for play areas in the FHDS District and would make the following comments.</p> <ul style="list-style-type: none"> • The response time of 20 December to 31 January, which includes Christmas and New Year, and of which I have not heard until now - near the end of that time - is too short, and typical of other public consultations the Council has organised. I hope this will be extended and the public properly informed. • Most of the section on the value of play is commendable, though it is interesting that the value of "natural play" sites coincides with the financial advantage to the Council. Which of those advantages have particularly driven this strategy? • There is no mention of the status of funding where PAs are to be transferred to town and rural councils. • The "non-strategically important" play areas are to be transferred as assets or revert of open spaces. In other words closed. These more local areas have the advantage of being more likely to attract walking to them. Closing them would make use of cars more likely to reach the nearest play area remaining open. This goes against the Council's environmental and health policies. Specifically, the Southern Way play area was, as you acknowledge, an initiative of local schoolchildren. The map suggests this is classified as NSPA. Shouldn't the Council be maintaining its positive response to such public initiatives? Incidentally, I don't see this site in the final list of ownership, management responsibilities and classifications. 	Closure Play provision Budget	<p>The consultation period was of a suitable timeframe. As part of the strategy FHDC will work with Parishes and Towns to provide suitable and quality play, both through PPA but locally through the SIPA and NSPA network. Funding dowries will be discussed with the appropriate bodies. The review completed by LUC has discussed the importance of natural play, and the huge benefits this has. Southern Way park is also known as the Danni James Community Park and it written as this in the strategy.</p>
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<p>Individual</p>	<p>Jefferstone Lane (St Mary's in the Marsh Parish Council) Meads Way & Oak Drive (FHDC)</p>	<p>Jefferstone Lane LEAP SIPA / Meads Way LAP SIPA / Oak Drive LEAP SIPA</p>		<p>I write further to you publication regarding your plans on redeveloping play parks and would like to draw your attention to 3 areas within Romney marsh, St Mary's bay that has been neglected for years. My children regularly play there as there is literally nowhere else for them to play as of late they have been abandoned had fencing around them and are completely cut off from use. I have emailed this address several times.</p> <p>Area 1 mead way, TN29 0hb. A small play park on our estate that is always full of children.</p> <p>Area 2 St Mary's bay village hall. A busy little play park been out of proper use for over a year</p> <p>Area 3 Jefferstone lane recreational ground again neglected now fenced off. A place where children can play enclosed with very bad maintenance. Always used by locals and the tourists in the summer.</p> <p>Can you advise what is going to happen to these areas? As I noted on your report it says</p> <p>Dymchurch parish council are responsible for 1 New Romney responsible for 1 (there is 2 one inside the medical Centre opposite the marsh academy) St Mary's in the marsh 1 area.</p> <p>None of the above appear to be included.</p>	<p>Closure</p>	<p>Jefferstone Lane is managed by St Mary's in the Marsh Parish Council, Meads Way and Oak Drive are both SIPA and FHDC understands the importance of these. It will work collaboratively with St Marys in the Marsh Parish Council to ensure a smooth transition.</p>
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Folkestone & Hythe Play Area Strategy

2020-2030



Project Title: Folkestone & Hythe Play Area Strategy

Client: Folkestone & Hythe District Council

Version	Date	Version Details	Prepared by	Checked by	Approved by
3.0	11/12/17	Third issue	Sebastian West	Matthew Parkhill	Philip Smith
4.0	08/10/19	Fourth Issue	A.McKinney	A.Clifford	A.Blaszkowicz
5.0	05/06/20	Fifth Issue	A.McKinney	A.Clifford	A.Blaszkowicz



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Folkestone & Hythe District Play Area Strategy

Prepared by LUC
December 2017

Updated by FHDC
October 2019

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1 Introduction

- 1.1 This document follows on from the report *Planning for Play in Shepway 2007-2012* which was developed by Folkestone & Hythe District Council (F&HDC) and the Shepway Play Partnership (a range of organisations and agencies involved in the Play sector) in response to a commitment from central Government to raise the national profile of Play. Since the 2007 Strategy was adopted by F&HDC, there have been many improvements to play provision in the district as well as changes to the available resources to manage and maintain features. It is therefore now timely to review and update the Strategy which will guide the management and maintenance of play spaces in Folkestone & Hythe District.
- 1.2 The Shepway Play Area Review (2017) assesses the current provision of play spaces across the district. The findings of the review have provided a foundation for this Play Area Strategy. This report therefore outlines the aspirations for play provision in Folkestone & Hythe District, in the context of what is achievable and realistic.
- 1.3 Following the completion of the Play Area Review the following key aspects should be considered within the Strategy:
 - Ensure play provision meets the recreation needs of the community for the period 2020 – 2030 linked to the Council’s priorities, in particular improving health and wellbeing for not just children and young people, but adults and older people.
 - Develop a prioritised network of strategic and non-strategic sites to ensure all residents are able to access a good quality and good value play space.
 - Develop a robust mechanism for consulting towns, parishes and communities about the provision of play in their local areas.
 - Establish a framework to guide the future ownership and sustainable management of play provision in Folkestone & Hythe District.
 - Utilise the assessment of the volume of play provision for all age groups across the district within the Play Area Review to identify those areas of under and over provision.
 - Consider the financial position of providing play areas with currently available resources and into the future.
 - Consider and utilise the standards of provision to take forward alongside setting key objectives.
 - Raise the overall quality and value of a network of identified strategic and priority play area facilities within the district.
 - Develop a mechanism for securing developer contributions towards the provision and maintenance of a strategic play network e.g. Section 106 planning obligations and Community Infrastructure Levy (CIL) charges.
- 1.4 Relevant guidance has been referred to whilst compiling this Strategy including *Planning for Play - Guidance on the development and implementation of a local play strategy (2006)*.¹

¹ National Children’s Bureau / Big Lottery Fund, 2006. *Planning for Play - Guidance on the development and implementation of a local play strategy Guide* [pdf] Available at: <http://www.playengland.net/wp-content/uploads/2015/09/planning_for_play.pdf> [Accessed 12/01/2017].

2 Benefits of play

- 2.1 This section sets out the latest research and evidence on the importance of providing play opportunities for children and young people. It sets out the definition of play and how play supports the development of children and young people. Details of the type of play that can be provided, together with the respective benefits, are also set out. The section concludes with an examination of the importance of ensuring play opportunities are inclusive, accessible to all, and include elements of risk-taking.

The definition of play

- 2.2 The Playwork Principles were drawn up by the Playwork Principles Scrutiny Group in 2004; the Principles establish the professional and ethical framework for playwork. Playwork is the work of creating and maintaining spaces for children to play. Notably Play Principle 2 states:

*"Play is a process that is freely chosen, personally directed and intrinsically motivated. That is, children and young people determine and control the content and intent of their play, by following their own instincts, ideas and interests, in their own way for their own reasons."*²

- 2.3 Play behaviours include things like running, chasing, climbing, play fighting, shouting, role playing, fantasy and imagination, creating and destroying, using all sorts of 'objects' in new ways, games where children are in control and make their own rules, dressing up and playing with identity, taking risks. Play is different from organised sports, groups, clubs and classes, which have external rules and definitions, and are usually controlled by adults.

Play and child development

- 2.4 It is important to recognise the significance of play in children's **physical and emotional health development**. The development of key skills obtained from play can improve a child's self-esteem and encourage exploration of their environment whilst improving social interactions, fitness, stamina and agility.
- 2.5 Play can be divided into the following three main types:
- **Imaginative play:** A child takes objects or an environment and imagines it is something else. Imaginative play is a key factor in healthy brain development.
 - **Physical play:** Graded challenges allow the child to understand risk, conquer fear and develop physical skills. Physical play is vital to help develop coordination and confidence in the body.
 - **Social play:** A child learns turn taking, looking after others, delayed gratification and many other skills essential to forming successful adults.
- 2.6 Good play design allows aspects of all three types of play to develop and furthermore allows multiple modes of use to allow problem solving and creativity on the part of the child. Play provision can take many forms and does not simply happen in designated playgrounds or play areas.

² Play by nature: policy and planning for play website, 2016. Available at: <<http://playbynature.org/what-are-the-playwork-principles-2/>> [Accessed 11/01/2017]

Natural Play

- 2.7 Benefits of natural play are widely recognised. By its very nature play equipment has associated maintenance requirements, which in turn have an associated cost. Natural play is about children and young people experiencing play in natural environments.
- 2.8 Play England highlights the following values and benefits of natural play:

"Natural environments support a wide range of children's play. The diverse, dynamic and flexible features that can be found in natural spaces afford opportunities for extensive intentional play behaviours.

Whilst children do not necessarily differentiate between natural and artificial elements in their play, predominantly natural outdoor settings are more likely to be perceived by children as free from adult agendas and thus more open to the possibilities of play.

Playing in natural spaces offers possibilities for: control and mastery, construction of special spaces, manipulating loose parts, different ways of moving, risk-taking etc. Childhood experiences of playing with nature also instil a sense of wonder, stimulating creativity, imagination and symbolic play.

Children's opportunities to playfully access their immediate natural environments support the development of a sense of place and attachment. Playing in natural spaces also supports child's sense of self, allowing children to recognise their independence alongside an interdependence and connectedness with their ecological worlds.

The powerful combination of a diversity of play experiences and direct contact with nature has direct benefits for children's physical, mental and emotional health. Free play opportunities in natural settings offer possibilities for restoration, and hence, well-being. Collectively, the benefits fully support the outcomes established in Every Child Matters.

Playful, experiential and interactive contact with nature in childhood is directly correlated with positive environmental sensibility and behaviour in later life."³

- 2.9 Adding natural play to the portfolio of play provision across the district will introduce a variation of play experiences that is currently lacking. Resulting in an increased quality and value of play areas for the benefit of the community. In addition, the Play England review quotes The Dissolution of Children's Outdoor Play: Causes and consequences' presentation to 'The Value Of Play', Frost (2006) which "contrasts the high cost and maintenance associated with 'mammoth, multi-tiered structures that have little play value' and the reduced expenditure associated with play spaces that use natural materials, plentiful loose parts and 'wisely selected built or purchased equipment' (Frost, 2006:14)."⁴ A natural play approach with robust features could potentially result in more creative, stimulating and challenging play provision and reduce the Council's expenditure on maintenance.

³ Play England, 2007. *Play Naturally* [pdf]. Available at: <http://www.playengland.org.uk/wp-content/uploads/2007/11/play_naturally_a_review_of_childrens_natural_play.pdf> [Accessed 02 February 2017].

⁴ Frost, J., 2006 'The Dissolution of Children's Outdoor Play: Causes and consequences', presentation to 'The Value of Play'; a forum on risk, recreation and children's health, 31 May 2006 [pdf]. Available at: <<http://www.fairplayforchildren.org/pdf/1291334551.pdf>> [Accessed 02 February 2017].



"Natural play" sand play features at the Lower Leas Coastal Park (Picture: LUC)

The importance of risk in play

- 2.10 Risk taking enables children and young people to extend skills, develop physical and emotional capacities, challenge themselves in new ways, and gain direct experience of the consequences of their actions. Being brave and conquering fears helps children to grow.
- 2.11 In 2002, the Play Safety Forum endorsed by the Health and Safety Executive agreed that:

"Children would never learn to walk, climb stairs or ride a bicycle unless they were strongly motivated to respond to challenges involving risk or injury. All children need and want to take risks in order to explore limits, venture into new experiences and develop their capacities, from a very young age and from their earliest play experiences. Disabled children have an equal if not greater need for opportunities to take risks, since they may be denied the freedom of their non-disabled peers.

Children need and want to take risks when they play and good play provision should enable this by offering stimulating and challenging opportunities and environments. The level of risk should be managed to ensure that children are not exposed to unacceptable risks or dangers such as death or serious injury."⁵

- 2.12 The Health and Safety Executive stated in 2005:

"Sensible health and safety is about managing risks, not eliminating them all. HSE is not in the business of stamping out simple pleasures wherever they appear and at whatever cost. We recognise the benefits to children's development of play, which necessarily involves some risk, and this shouldn't be sacrificed in the pursuit of the unachievable goal of absolute safety."⁶

- 2.13 It is therefore recommended that all of Folkestone & Hythe District's play sites should balance risk with the developmental benefit and wellbeing of children.

⁵ Ball D, Gill T, Spiegel B (Play Safety Forum), 2012. *Managing Risk in Play Provision – Implementation Guide* [pdf] Available at: <<http://www.playengland.org.uk/media/172644/managing-risk-in-play-provision.pdf>> [Accessed 11/01/2017].

⁶ Play Wales: Play and change website, 2016. Available at: <<http://www.playwales.org.uk/eng/playandchallenge>> [Accessed 11/01/2017]

Play deprivation

2.14 As highlighted in 2003 by Bob Hughes, a writer and researcher on children's play:

*"play deprivation is the name given to the notion that not playing may deprive children of experiences that are regarded as developmentally essential and result in those affected being both biologically and socially disabled."*⁷

2.15 Studies have shown that the effects of play deprivation are devastating to children. If normal play experiences are absent throughout a child's life, that child is more likely to become highly violent and anti-social. This may also manifest itself in symptoms ranging from aggression, repressed emotions and social skills, to an increased risk of obesity. As adults, they are more likely to suffer from depression and anxiety.⁸

2.16 It is therefore vital that all children and young people have a wide range of places and opportunities to play. Play is an essential part of children's and young people's healthy development.

Inclusive play

2.17 Inclusive play means children having access and the opportunity to play together regardless of disability, race or gender. However there can be barriers to the provision of inclusive play opportunities, such as accessibility, funding and staffing. There have been no significant issues of lack of inclusivity identified within Folkestone & Hythe District. However it will be necessary to investigate ways to address any identified shortfalls in disabled access and for children getting to play areas so that F&HDC works towards all play being inclusive. An example of good practice of inclusive play in the district would include Lower Leas Coastal Park.

2.18 In line with the Equality Act (2010) play provision should be as fully inclusive as possible with all ages catered for, particularly up to the age of 25.

2.19 Groups that are considered "hard to reach" and therefore not able to access play provision as easily include:

- Children and young people that have been excluded from school - these people are unable to access any school-based services and therefore are less likely to be accessing play opportunities.
- Teenagers and young adults - frequently these groups are excluded due to lack of provision of appropriate facilities such as skate parks, youth shelters and multi-use games areas.
- Children and young people from traveller communities.
- Children of different ethnicities with cultural barriers preventing access to play, particularly for girls.
- Young carers – with many responsibilities at home, young carers often miss out on opportunities that other children and young people have to play and learn.

⁷ Play Wales: Play deprivation website, 2016. Available at: <<http://www.playwales.org.uk/eng/playdeprivation>> [Accessed 11/01/2017],

⁸ Manwaring B, Taylor C (The Community and Youth Workers Union & Skills Active). *The Benefits of Play and Playwork – Recent evidence-based research 2001-2006 demonstrating the impact and benefits of play and playwork* [pdf] Available at: <<http://www.playscotland.org/wp-content/uploads/assets/Documents/CYWURResearchComplete.pdf>> [Accessed 11/01/2017].

3 Local and national context

- 3.1 This section sets out the local and national context relating to provision of play opportunities in Folkestone & Hythe District. Consideration is firstly given to the national context including Article 31 of the United Nations Convention on the Rights of the Child. Details of how play is promoted are also set out together with the latest best practice guidance on play. Further detailed information is contained within the Shepway Play Area Review (2017).

International and national context

- 3.2 The importance of providing children and young people with opportunities for play is endorsed by national and international policies including the following:

United Nations Convention on the Rights of the Child

- 3.3 Article 31 of The United Nations Convention on the Rights of the Child (ratified by the UK Government in December 1991) states:

"Parties recognise the right of the child to rest and leisure, engage in play and recreational activities appropriate to the age of the child and to participate freely in cultural life and the arts."

National Planning Policy Framework, Department for Communities and Local Government, March 2012

- 3.4 The National Planning Policy Framework includes a specific requirement for planning policy 'to be based on a robust and up to date assessment of the needs for open space, sports and recreation facilities and opportunities for new provision' (para. 73). This Strategy, combined with the *Play Area Review (2017)*, provides that evidence base.

The Play Strategy, Department for Children's Schools & Families and Department for Culture, Media and Sport, 2008

- 3.5 The Strategy sets out the Government's vision and commitments for better play opportunities for children and young people in England. A robust strategy for future provision of play in Folkestone & Hythe District needs to consider this together with factors such as ensuring:

"Play spaces are attractive, welcoming, engaging and accessible for all local children and young people."

Every Child Matters, Department for Education & Skills, 2004

- 3.6 The UK government initiative acknowledges that play is fundamental to a healthy happy childhood and the Government recognises its importance to outcomes for children and young people.

Guidance for Outdoor Sport and Play – Beyond the Six Acre Standard, Fields in Trust, 2015

- 3.7 The document sets out a benchmark for the provision of outdoor sport and play and, in so doing, seeks to secure the opportunities for future provision to help build healthy neighbourhoods. Benchmarks, standards and classifications are detailed further within the *Shepway Play Area Review (2017)*.

Managing Risk in Play Provision, Play Safety Forum, 2012

- 3.8 The guide suggests “how play providers can develop an approach to risk management that takes into account the benefits to children and young people of challenging play experiences, as well as the risks.”

Chief Medical Officer of England

- 3.9 In the Chief Medical Officer of England’s report of 2012 ‘*Our Children Deserve Better: Prevention Pays*’, published in August 2013, there are key messages for organisations forming strategies and policy that focus on providing facilities and services to young people that help to prevent physical, mental, educational and social health problems in later life.
- 3.10 In summary the report recommends approaches toward promoting and providing opportunities to access formal and informal physical activity in the local community. Children and young people should be enabled to build resilience and positive capacities through play and exercise. By specifically equipping children and young people with these opportunities they can fully explore their own personal and social behaviours. Furthermore the benefits of a healthy diet will be fully realised when complimented with physical activity and go a long way towards tackling long term obesity.
- 3.11 Providing the environment for children and young people to build self-esteem, self-confidence, skills, physical and social experience and knowledge, gives them the tools for coping with demands at home and school, and later on at work, whilst making the transition into adulthood.

Play England

- 3.12 Play England is a registered charity which aims to ensure everybody is able to fully enjoy their right to play throughout their childhood and teenage years. The organisation achieves this through awareness raising and campaigns as well as supporting research and sharing best practice.

Design for Play: A Guide to Creating Successful Play Spaces, Play England, 2008

- 3.13 The guidance sets out a framework and principles for the design of play spaces, based around the “golden rule” that “a successful play space is a place in its own right, specially designed for its location, in such a way as to provide as much play value as possible.”
- 3.14 The achievement of this vision is supported by 10 core principles:

1. Imagine a play space designed to enhance its setting.
2. Imagine a play space in the best possible place.
3. Imagine a play space close to nature.
4. Imagine a play space where children can play in different ways.
5. Imagine a play space where disabled and non-disabled children play together.
6. Imagine a play space loved by the community.
7. Imagine a play space where children of all ages play together.
8. Imagine a play space where children can stretch and challenge themselves in every way.
9. Imagine a play space maintained for play value and environmental sustainability.
10. Imagine a play space that evolves as children grow.

- 3.15 These values and principles have been used as a foundation for evaluating and understanding the quality and value of play area provision across Folkestone & Hythe District.

Sowing the seeds: reconnecting London's children with nature, GLA, 2011

- 3.16 Within this report, Tim Gill, one of the UK's leading thinkers on childhood, provides an analysis of children's engagement with nature. The Report does this in three ways:
- Summarising the wealth of previous research into the benefits of children's engagement in nature.
 - Analysing the numerous activities to engage in nature currently taking place in London.
 - Recommending a clear vision that every London child has the chance to experience nature as part of their everyday lives, and a range of policy and practical recommendations in order to achieve this vision.
- 3.17 The report suggests that giving children access to nature promotes their mental and emotional well-being and may have a positive effect on the behaviour of some children.
- 3.18 Information is provided on measuring progress by setting out useful existing spatial standards and possible metrics and performance indicators.

Local context

- 3.19 The Places and Policies Local Plan, Submission Draft (2018) (PPLP) has two policies that directly relate to the provision of play opportunities in the district. Firstly Policy C3, provision of open space, which was informed by the Shepway Open Space Review and Strategy (2017 and is set out below.)
- 3.20 "To meet the additional need in open space generated by new residential developments the Council will require proposals of 20 or more dwellings to provide for open space in accordance with the standards set out in Table 12.1 of the PPLP.
- 3.21 Where full provision on-site would not be appropriate or desirable, or the proposed development is less than 20 dwellings, the space needed may be met by commuted sum payment towards the provision or improvement of open space nearby on a scale related to the size and scale of the development.
- 3.22 This gross open space calculation may include provision of publicly available:
- Sustainable Drainage Systems (SuDS), provided they do not compromise the safety of open space users;
 - Informal sports pitches; and
 - Formal play spaces.
- 3.23 Any new open space should be transferred to and maintained in perpetuity by a management company or, if agreed, the local Town or Parish Council, the District Council or appropriate community group or charity, subject to payment of a commuted sum.
- 3.24 Existing open spaces, as defined on the Policies Map, will be safeguarded. Development proposals that would result in the loss of open spaces will be granted provided that:
1. An assessment has been undertaken which clearly identifies the open space is surplus to requirements; or
 2. The loss resulting from the proposed development would be replaced by equivalent or better provision in terms of the standards set out in Table 12.1 of the PPLP; or
 3. The development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss."
- 3.25 The second Places and Policies Local Plan Policy is Policy C4 children's play space, which has been informed by The Shepway Play Area Review (2017) and is set out below:
- 3.26 To meet the additional need for children's play space generated by new residential developments, the Council will require proposals of 10 or more family dwellings (2 or more bedrooms) to provide for child play space in accordance with the standards set out in Table 4.1 of this document.
- 3.27 Areas should be set out and located so as to minimise loss of amenity for nearby occupiers, maximise children's safety and be visible from neighbouring properties.

Where full provision on-site would not be appropriate or desirable, the space needed may be met by commuted sum payment towards the provision or improvement of play space nearby on a scale related to the size and scale of the development.

- 3.28 Any new play space should be transferred to and maintained in perpetuity by a management company or, if agreed, the local Town or Parish Council, the District Council or appropriate community group or charity, subject to payment of a commuted sum.
- 3.29 In addition Shepway Core Strategy Local Plan (2013), Policy SS5 District Infrastructure Planning, is relevant. It sets out the approach to overseeing the delivery of new or upgraded infrastructure (including play space) alongside development.

Kent Children and Young People's Plan

- 3.20 The draft Kent Children and Young People's Plan – Working Together to Improve Outcomes 2016-2019 sets out the shared ambition of public and voluntary sector partners to improve the lives of children and young people growing up in Kent. The following themes with supporting indicators are outlined:
- Children and young people grow up in safe families and communities
 - Children and young people have good physical, mental and emotional health
 - Children and young people learn & have opportunities to achieve throughout their lives
 - Children and young people make safe and positive decisions⁹

Local Children's Partnership Groups

- 3.21 Local Children's Partnership Groups' primary purpose is to drive improvement in specific outcomes for local children and young people. The work of Local Children's Partnership Groups support both the development and delivery of Kent's Children and Young People's Plan - which will be aligned to aims and ambitions of the Kent 0-25 Health and Wellbeing Board (Kent 0-25 HWB). LCPGs play a key role in relation to safeguarding and promoting the welfare of children and young people, and as such provide an important link between the Kent Safeguarding Children Board (KSCB) and local services and organisations working with children and young people.

Kent Community Safety Agreement

- 3.22 The Kent Community Safety Agreement 2014-17¹⁰ highlights priorities (updated in 2016) and cross-cutting themes including safeguarding children and young people and early intervention, prevention and education. The agreement also aims to deliver against the three countywide ambitions set out in the Vision for Kent 2012-22: to grow the economy; to tackle disadvantage; and to put citizens in control. These themes and ambitions link directly to play provision in the area.

South Kent Coast Health and Wellbeing Strategy

- 3.23 The Health and Wellbeing Strategy highlights several priorities which have been produced by the South Kent Coast Health and Wellbeing Board. The Board consists of members from Folkestone & Hythe District Council, Dover District Council, Kent Public Health, South Kent Coast Clinical Commissioning Group (CCG) and the voluntary sector. It will be important to align the relevant priorities within play provision.
- 3.24 The South Kent Coast Health and Wellbeing Strategy has identified the following six priorities (from the localised Kent Joint Strategic Needs Assessment):

⁹0-25 Health and Wellbeing Board & Local Children's Partnership Groups, 2016. Draft - *Kent Children and Young People's Plan – Working Together to Improve Outcomes 2016-2019* [pdf]. Available at: <<http://committeedmz.dartford.gov.uk/documents/s53736/Kent%20CYPP%20DRAFT%20Young%20Peoples%20Plan.pdf>> [Accessed 11/01/2017].

¹⁰ Kent County Council Community Safety Unit, 2014 (updated 2016). *Kent Community Safety Agreement 2014-17* [pdf]. Available at: <https://www.kent.gov.uk/__data/assets/pdf_file/0019/6184/Kent-Community-Safety-Agreement.pdf> [Accessed 12/01/2017].

Priority 1: Tackling Health Inequalities
 Priority 2: Urgent Care - Avoiding unnecessary hospital admissions
 Priority 3: Supporting Children and Families
 Priority 4: Healthy Living and Quality of Life (Prevention of Illness)
 Priority 5: Improving Long-Term Conditions
 Priority 6: Improving Mental Health and Wellbeing¹¹

3.25 It will be important to align the relevant priorities within play provision.

Corporate Plan

- 3.26 F&HDC's Corporate Plan outlines the vision and priorities for the Council through its Strategic Objectives. The Corporate Plan 2017-2020 – Investing for the next generation – delivering more of what matters, outlines priorities based around supporting local economic growth, developing housing provision, fostering localism, maintaining an attractive district and providing local people with value for money. The six strategic objectives include: more homes; more jobs; appearance matters; health matters; achieving stability and delivering excellence¹².
- 3.27 The objectives contribute in some way to securing the shared commitment to providing good quality play provision particularly in reference to appearance, health matters and delivering excellence.
- 3.28 Work is currently underway to develop a new Corporate Plan for the period 2020-2030. Early indications are that there will be support for accessible, quality open spaces and play provision as well as collaborative working with Town & Parish Councils.

Shepway Play Area Review

- 3.29 The Shepway Play Area Review compiled in 2017 outlined the approach taken during the assessment of provision and sets out the current situation and proposed standards for play provision across the district. The results of the review provided a foundation for this Play Area Strategy.

Additional relevant local strategies

- 3.30 The following documents have also informed the preparation of this report:
- Shepway Open Space Strategy 2017
 - A Needs Assessment relating to the Provision of Natural Greenspace in areas with Low Levels of Physical Activity – Shepway District Council 2016
 - Shepway Core Strategy Local Plan 2013
 - Planning for Play in Shepway 2007 – 2012
 - Shepway Open Spaces: Sports and Recreation Report 2011
 - Shepway LDF 'Open Space Audit' 2011
 - Green Infrastructure Report 2011
 - A Playing Pitch Strategy Update 2011
 - Shepway District Local Plan Review (2006) 'Saved' Policies

¹¹ Shepway District Council: Health and wellbeing website, 2016. Available at: <<http://www.shepway.gov.uk/community/health-and-wellbeing>> [Accessed 12/01/2017].

¹² Shepway District Council, 2017. *The Corporate Plan 2017-2020 – Investing for the next generation – delivering more of what matters* [pdf]. Available at: <https://www.shepway.gov.uk/media/4222/corporateplan2017/pdf/Corporate_Plan_2017-2020.pdf> [Accessed 31/05/2017].

Population and socio-economic deprivation

- 3.31 According to the census, the population of Folkestone & Hythe District in 2011 was 107,969. Of which 49.2% are males and 50.8% are females¹³. The more recent 2015 Mid Year Estimates from The Office for National Statistics (ONS) indicates that Folkestone & Hythe District's population was 110,03414.
- 3.32 The Indices of Deprivation (IMD) 2015 data reveals that Folkestone & Hythe District is the third most deprived area in Kent, ranking 113 out of 326 local authority districts nationally. 21.6% of the population of children in Folkestone & Hythe District are being brought up in poverty; this is the third highest rank in Kent and higher than the overall average in Kent of 18.4%¹⁵. In addition 20.6% (206) of children who are in school year 6 are classified as obese.¹⁶ Further population and socio-economic context is set out within the Folkestone & Hythe District Council document *Shepway in Context: A Socio-Economic and Property Analysis (2015)* and the *Shepway Play Area Review (2017)*.
- 3.33 The Indices of Deprivation (IMD) 2019 data reveals that Folkestone & Hythe District remains the third most deprived area in Kent, ranking 90 out of 317 local authority districts nationally. 20.1% of the population of children in Folkestone & Hythe District are being brought up in poverty; this is the third highest rank in Kent and higher than the overall average in Kent of 16%

¹³ Shepway District Council, 2015. *Shepway in Context: A Socio-Economic and Property Analysis* [pdf]. Available at: <<https://www.shepway.gov.uk/moderngov/documents/s16097/rcabt20150225%20app%202%20Draft%20Final%20Shepway%20in%20Context%20Report.pdf>> [Accessed 31 October 2016].

¹⁴ Office for National Statistics Website, 2016. *Ward Level Mid-Year Population Estimates*. Available at: <<https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/wardlevelmidyearpopulationestimatesexperimental>> [Accessed 27 October 2016].

¹⁵ Kent County Council, 2016. *Business Intelligence Statistical Bulletin – Children living in low income families in Kent* [pdf]. Available at: <http://www.kent.gov.uk/__data/assets/pdf_file/0009/7956/Children-in-poverty.pdf> [Accessed 23 February 2017].

¹⁶ Shepway District Council: Places and Policies Local Plan Preferred Options – 15 Health and Wellbeing website, 2017. Available at: <http://consult.shepway.gov.uk/portal/pplp/preferred_options?pointId=ID-3549432-POLICY-HW3> [Accessed 21/07/2017]

4 Summary of Play Area Review

- 4.1 The Strategy has been informed through the Shepway Play Area Review (2017) which involved consultation with residents and key stakeholders to understand local need. This consultation exercise was supplemented through an audit of each play area in Folkestone & Hythe District. The results of this assessment and analysis will help to determine standards of future provision and inform decision making. This section summarises the key findings from this work with further information on the methodology and analysis of results contained within the Shepway Play Area Review (2017).

Consultation results

Household survey

- 4.2 Public consultation was undertaken through an online survey. The scope of this questionnaire covered the frequency of use, perceived value and satisfaction with the quality and quantity of open spaces and play areas within the district. The survey elicited responses from 380 people.
- 4.3 Of those who stated that they do not use parks and open spaces regularly:
- 19% of respondents cited lack of play facilities.
 - 19% of respondents felt litter, anti-social behaviour and the appearance deterred visits.
 - 43% of respondents highlighted other reasons for not visiting including poor weather, time at work and general lack of time.
- 4.4 Just over 60% of respondents confirmed that they use equipped play facilities in Folkestone & Hythe District. Results indicate:
- 24% of respondents use equipped play areas once a week.
 - 23% of respondents use equipped play areas 2-3 times a week.
 - 20% of respondents use equipped play areas once a fortnight.
- 4.5 The majority of respondents access local play facilities on foot and for 80% of respondents it takes less than 15 minutes to travel to the play facility they visit most often.
- 4.6 The play facilities that respondents visited most often include:
- Lower Leas Coastal Park
 - Radnor Park
 - Cheriton Recreation Area
- 4.7 Responses to the household survey indicate that overall there are high levels of satisfaction with the amount and quality of play in Folkestone & Hythe District. However responses to questions relating to play opportunities for 11+ years indicate there is a need for improvement.
- 4.8 Respondents were provided with the opportunity to provide further comments on play facilities in Folkestone & Hythe District. Many of the comments cited site specific issues however general comments included:
- A recommendation to increase play facilities for 11+ age groups and under 5's.
 - Increase toilet facilities at destination sites.
 - Improve the speed in which maintenance issues are addressed.
 - Lower Leas Coastal Park and Brockhill Country Park are recognised as being good sites for play.

Telephone/email consultation

- 4.9 Consultation with stakeholders revealed that respondents are generally positive about the district's flagship play areas such as Lower Leas Coastal Park and Brockhill Country Park although issues such as litter and vandalism were a common theme with one respondent noting "Parents seem to prefer play areas which are safe, not strewn with litter (especially dog waste and needles) and where the play equipment is not broken or otherwise rendered unsafe".
- 4.10 Some further interesting opportunities for improving play provision in Folkestone & Hythe District identified by stakeholders are summarised below:
- Use local ward member grants and trust funds, such as those offered by The Roger De Haan Charitable Trust, to improve play provision.
 - Improve CCTV coverage or increase supervision of play areas to reduce incidents of anti-social behaviour.
 - Improve street lighting along the coastline.
 - Encourage community groups to take responsibility for supervising and maintaining play areas alongside community fundraising.

Workshop with local authority officers and stakeholders

- 4.11 The majority of play areas within Folkestone & Hythe District are managed by F&HDC. However the workshop revealed that there is a desire to increase community involvement in the delivery of play provision in Folkestone & Hythe District with town and parish councils expressing interest in managing play areas.
- 4.12 The workshop highlighted issues with the condition of play areas across Folkestone & Hythe District including ageing equipment and vandalism. Budget restrictions were noted as reasons for some of these issues. Attendees identified a need to share knowledge on the management play areas as well as external funding streams which could support enhancement projects.

Audits and results

- 4.13 In consideration of the latest FiT guidance¹⁷ and Play England guidance¹⁸ the following classifications of play area were assessed as part of the *Shepway Play Area Review (2017)*:
- Type A: **Local Areas for Play (LAPs)**.
 - Small, low-key games area (may include "demonstrative" play features);
 - Minimum activity zone of 100sqm.
 - Type B: **Local Equipped Areas for Play (LEAPs)**.
 - Approximately five types of equipment;
 - Minimum activity zone of 400sqm.
 - Type C: **Neighbourhood Equipped Areas for Play (NEAPs)**.
 - Approximately eight types of equipment;
 - Kickabout and/or wheeled activities;
 - Minimum activity zone of 1,000sqm comprising an area for play equipment and structures;
 - Hard surfaced area of at least 465sqm (the minimum needed to play five-a-side football).
 - Type D: **Destination Play Space**.

¹⁷ Fields in Trust, 2015. *Guidance for Outdoor Sport and Play – Beyond the Six Acre Standard* [pdf]. Available at: <<http://www.fieldsintrust.org/Upload/file/PAD/FINAL%20ONLINE%20Planning%20Guidance%20for%20Outdoor%20Sport%20and%20Play%20Provision%20Oct%202015.pdf>> [Accessed 8 September 2016].

¹⁸ Play England, 2009. *Tools for evaluating local play provision: A technical guide to Play England local play indicators* [pdf]. Available at <http://www.playengland.org.uk/media/202750/tools-for-evaluating-play-provision.pdf> [Accessed 8 September 2016].

- Play spaces which can attract visitors for a wider catchment, usually within larger parks they often have supporting facilities such as car parking, catering and toilets.

4.14 The Play Area Review identified and assessed 85 equipped play areas in Folkestone & Hythe District in accordance with the latest guidance. The scoring system developed from the FiT and Play England guidance enabled the assessments of play area quantity, accessibility, quality, value and location.

Overview of audit findings

4.15 All play areas included in the Review are publicly accessible, 43 of the play areas were a standalone space with the primary typology of 'Provision for children and young people'. The remainder of the equipped play provision were located within larger open spaces and primarily within parks and gardens.

4.16 Not all of the district's residents are within easy walking distance of a suitable facility. This was also highlighted as an issue through stakeholder consultation and confirmed by the mapping of accessibility catchments. The Play Area Review identified particular deficiencies in play areas within the centre of New Romney, intermittent areas along coastal residential areas in Romney Marsh, to the south-east of Folkestone Harbour and within Broadmead. It also discovered that a variety of play areas were considered to have better location and play values when compared to quality which was generally of a lower standard.

Play area provision for age groups

4.17 The Play Area Review revealed that the distribution of play provision in Folkestone & Hythe District is generally good. However the Review identified a shortage of play areas catering for the 11+ age group. While 86.8% of play areas have provision suitable for 5-11 age groups, only 41.2% have equipment that would appeal to older children/young people (11+). However, it should be noted that older children/young people are likely to be more able to travel further to access suitable play provision such as multi use games areas (MUGAs) and skate parks. There is generally good provision for 0-11+ age groups throughout most wards however Broadmead and Folkestone Harbour have no provision for 11+ age groups with potential for greater quantities of 11+ provision in Cheriton and North Downs West. There is a lack of provision for the youngest age category (LAPs) in the southern half of the district. Adding to this, the condition of the existing sites are mainly average, poor or very poor throughout the district.

Proposed local standards for play area provision

4.18 Following the site audit process as part of the *Shepway Play Area Review (2017)*, proposed standards for play provision were formulated and these are set out in **Table 4.1**. The standards were calculated based on current provision and using the population figures of 110,034 as set out in the 2015 Mid-Year Estimates from The Office for National Statistics (ONS)¹⁹.

¹⁹ Office for National Statistics Website, 2016. *Ward Level Mid-Year Population Estimates*. Available at: <<https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/wardlevelmidyearpopulationestimatesexperimental>> [Accessed 27 October 2016]

Table 4.1: Proposed standards for play provision in Folkestone & Hythe District

Type of standard	Proposed standard	Justification
Quantity	Destination: 0.003 hectares per 1,000 population NEAP: 0.080 hectares per 1,000 population LEAP: 0.077 hectares per 1,000 population LAP: 0.005 hectares per 1,000 population	This is based on the current provision of play spaces in Folkestone & Hythe District. Setting the standard at this level of provision will ensure that provision should (as a minimum) not fall below the existing quantity per 1,000 population as the population grows. Guided by the Fields in Trust guidance <i>Guidance for Outdoor Sport and Play – Beyond the Six Acre Standard</i> ²⁰
Accessibility	Destination 1000m (15 minute walk) NEAP 600m (10 minute walk) LEAP 240m (5 minute walk) LAP 60m (1 minute walk)	Straight line distance outlined by the Fields in Trust guidance <i>Guidance for Outdoor Sport and Play – Beyond the Six Acre Standard</i> ²¹ A new district wide standard of play provision being “that most residents across the district will live within 15 minute walk of a high quality and high value play area.” Many will live closer than a 15 minute walk. It is deemed reasonable provision within easy reach for all age groups.
Location	Destination 85.71% - Exemplar: Lower Leas Coastal Park Fun Zone NEAP 74.29% - Exemplar: Canterbury Road Recreation Ground LEAP 62.86% - Exemplar: Tayne Field (adjacent public house) LAP 62.86% - Exemplar: Megan Close Play Area	Expected score for a good well located site
Value	Destination 74% - Exemplar: Brockhill Country Park NEAP 72% - Exemplar: Canterbury Road Recreation Ground LEAP 68% - Exemplar: Elmfields LAP 55% - Exemplar: Megan Close	Expected score for a good value site
Quality	Destination 65.71% - Exemplar: Brockhill Country Park NEAP 60% - Exemplar: Cheriton Recreation Area LEAP 54.29% - Exemplar: Newington Village Hall LAP 52% - Exemplar: Atkinson Road Play Area	Expected score for a good quality site

4.19 The FIT recommended benchmark quantity standard is 0.25 hectares per 1,000 head of population for equipped/designated play areas. The Folkestone & Hythe District standards fall below this standard. However there a number of local factors which explain this, including Folkestone & Hythe District’s older population and rural character. The FIT standards are aspirational and have limitations because they are often seen as undeliverable, and can result in a proliferation of play areas that can be difficult to maintain, as well as setting unrealistic aspirations in the urban context

²⁰ Fields in Trust, 2015. *Guidance for Outdoor Sport and Play – Beyond the Six Acre Standard* [pdf]. Available at: <<http://www.fieldsintrust.org/Upload/file/PAD/FINAL%20ONLINE%20Planning%20Guidance%20for%20Outdoor%20Sport%20and%20Play%20Provision%20Oct%202015.pdf>> [Accessed 8 September 2016].

²¹ Fields in Trust, 2015. *Guidance for Outdoor Sport and Play – Beyond the Six Acre Standard* [pdf]. Available at: <<http://www.fieldsintrust.org/Upload/file/PAD/FINAL%20ONLINE%20Planning%20Guidance%20for%20Outdoor%20Sport%20and%20Play%20Provision%20Oct%202015.pdf>> [Accessed 8 September 2016].

where insufficient land is available. The FiT standards could be a long term aim but the priority should be to work towards ensuring the standards in Table 4.1 are met.

Contribution criteria for strategic decision making

- 4.20 Alongside guidance on location, quantity, quality, value and accessibility aspects, a range of data sources can be used to inform the decision making process.
- 4.21 **Table 4.2** below summarises a range of considerations that impact on how a play area contributes to its local community and outlines an indicative sliding scale from those aspects which lead to reduced contributions to greater contributions for the community. This should be referred to whilst reviewing the findings of the *Shepway Play Area Review (2017)* to ascertain contribution levels and therefore help to inform F&HDC’s decisions over whether certain play areas should be retained, removed, modified or enhanced.
- 4.22 For example regarding the criteria of proximity, those sites with a larger number of accessibility buffers overlapping will invariably have good levels of existing play area provision and subsequently a reduced contribution. This is in contrast to an area with a single play area and no accessibility buffer overlaps which is likely to provide a greater contribution to its local community.

Table 4.2: Contribution criteria of play areas

Criteria	Reduced contribution	Greater contribution
Accessibility	Limited or no access	Unrestricted
Proximity	Based on GIS Analysis using FIT Accessibility Standard Buffers. Increased overlaps	Based on GIS Analysis using FIT Accessibility Standard Buffers. No overlaps
Quantity	Based on level of provision at ward level assessed against FIT standard quantity benchmark. Greater Ha	Based on level of provision at ward level assessed against FIT standard quantity benchmark. Reduced Ha
Hierarchy	Based on prescribed typology derived from audit. LAP	Based on prescribed typology derived from audit. Destination NEAP LEAP
Deprivation	Percentile of deprivation with reference to percentage of children and teenagers: <i>Index of Multiple Deprivation</i> <i>Health Deprivation</i> <i>Living Environment Deprivation</i> Least deprived	Percentile of deprivation with reference to percentage of children and teenagers: <i>Index of Multiple Deprivation</i> <i>Health Deprivation</i> <i>Living Environment Deprivation</i> Most deprived

5 Local provision and management

- 5.1 The following section sets out the current supply of play areas by parish and town. It also identifies ownership and management responsibilities with an overview of some of the key issues affecting play area provision. Brief summaries are provided of recent play area enhancements within the district.

Current play provision

- 5.2 There are a total of 85 play areas in Folkestone & Hythe District which were recorded as part of the 2016 audit. The majority are owned and managed by F&HDC as shown in Table 5.1 below.

Table 5.1: Ownership and management of play areas in Folkestone & Hythe District

Ownership/management	Number of play areas
Burmarsh Parish Council	1
Dymchurch Parish Council	1
Elham Parish Council	1
Hawkinge Town Council	6
Hyde Housing	1
Hythe Town Council	4
Ivychurch Parish Council	1
Kent County Council	1
Lydd Town Council	1
Lyminge Parish Council	5
Lympne Parish Council	1
Ministry of Defence	3
New Romney Town Council	2
Newchurch Parish Council	1
Newington Parish Council	1
Orbit Housing Association	1
S106 - With Developer	1
Saltwood Parish Council	1
Sandgate Parish Council	1
F&HDC	40
F&HDC Housing	8
Sellindge Parish Council	1
St Mary in the Marsh Parish Council	1
Unknown ownership	1
Total number of play areas in Folkestone & Hythe District	85

- 5.3 **Appendix 2** details the ownership and management responsibilities by site.

Inspection, management and maintenance

Folkestone & Hythe District Council

- 5.4 The maintenance of the play areas managed by F&HDC is carried out by a maintenance team.
- 5.5 Each play area is inspected on a weekly basis by RoSPA trained personnel this is known as the visual inspection. These inspections assess the safety of the equipment and form the basis of maintenance schedules.

- 5.6 Every play area is inspected on a quarterly basis by a RoSPA trained personnel this is known as the operational inspection. These inspections are more meticulous inspecting bearings and other hidden elements, records are provided using a risk based approach.
- 5.7 An annual independent inspection takes place looking at all Folkestone & Hythe District's play areas by Zurich Insurance Inspectors, in order to satisfy our insurance requirements. From these inspections Crimson Reports are generated which then inform the work plan in terms of ongoing maintenance and renewal of equipment. Crimson Reports can be used to assess the number of defects in a play area. A scale from A-D is used to indicate the seriousness and urgency of a defect.
- 5.8 F&HDC are currently following recent inspection guidance from RoSPA which advises additional quarterly inspections which are more detailed, and encompass all moving parts.
- 5.9 In general, most repairs can be undertaken quickly and cost effectively however, where an item is irreparable or past its useful life, it will be removed without replacement.
- 5.10 Sustainability of play areas is being addressed internally by implementing the following requirements for new play provision:
- No varnished finishes, avoid painted finishes.
 - Recycled products or sustainably sourced timber.
 - Timber to only be used when pressure treated.
 - All moving parts to be accessible and not hidden.
 - Grass matting should be used where appropriate and wet pour surfaces should be seamless and not involve the use of tiles.
 - Replacement parts should be universal and available through many suppliers to remain competitive.
- 5.11 F&HDC also advise outside organisations including town and parish councils on suitable arrangements for play facilities.

Parish and town councils

- 5.12 Parish and town councils are responsible for coordinating the inspection, maintenance and insurance of play areas under their management. Many of the councils hire a private contractor to undertake these works although management arrangements vary.
- 5.13 Parish councils can access a wide variety of community funding sources towards the upkeep and development of play facilities under their management. Ongoing consultation and sharing of information is vital to help secure external funding. This could be achieved through play forums and appropriate conduits/officers to link various groups and management approaches. Further useful information is contained within Play England guidance *Parish councils and children's play – Community play briefing 7 (2011)*²².

Other

- 5.14 Other free play areas in the district are managed independently. Many of these are currently managed by developers as part of Section 106 agreements on new housing developments. Three play areas are managed by the Ministry of Defence.

Overview of current play area issues

- 5.15 The following key issues have been identified through the *Shepway Play Area Review (2017)* assessment:
- Insufficient budget to support the ongoing management and maintenance of play areas which has resulted in a backlog of repairs. The impact of continued reduction in play space will exacerbate the decline in play value and quality in Folkestone & Hythe District.

²² Play England, 2011 *Parish councils and children's play – Community play briefing 7* [pdf]. Available at: <http://www.playengland.org.uk/media/283002/parishcouncils_ver4%20-%20final.pdf> [Accessed 12 June 2017].

- Problems with anti-social behaviour and litter at a number of sites.
 - Gaps in provision due to a lack of identified on-site play areas.
 - A need to share relevant knowledge and skills between play area stakeholders.
- 5.16 While the majority of play spaces can be accessed by children and young people with disabilities, there is limited play equipment for these groups to engage with. Play England's vision is supported by an objective to "*imagine a play space where disabled and nondisabled children play together*"²³, a focus on fewer sites could enable improvements to play value and to increase play opportunities for children and young people with disabilities.

Summary of recent play area enhancements

- 5.17 Recent play area enhancement projects in Folkestone & Hythe District are described briefly below by ward. These examples help to highlight the community interest and support in play area management and also the desire for play areas to provide a good range of features and facilities. Information is largely drawn from the series of Folkestone & Hythe District Ward Profile documents prepared by Folkestone & Hythe District Council in 2015.

Cheriton

- 5.18 Cheriton has strong community involvement which influences play areas within the ward. Cheriton Young Persons Working Group looked at regeneration of parks and leisure space in Cheriton. ~~In addition South Cheriton Action Group is a community group, set up by residents in the immediate vicinity of the proposed Shorncliffe development. The group has a Facebook page and a page on Cheriton Matters. Cheriton Recreation Ground, in recent years has had new play equipment and street lighting. Future plans, might include a skate park.~~ (South Cheriton Action Group no longer exists as of amendments 19 May 2020)
- 5.19 Firs Lane Play Area has a play unit including a slide and a climbing wall. There are also two swings, spinning stools and bench seating. Harcourt Primary School raised the funds for the equipment at this park and the children chose the design of the equipment.

East Folkestone

- 5.20 Canterbury Road Residents Group was formed in 2007 with the aim of improving the area and the lives of local families. The group secured a large amount of external funding to revamp Canterbury Road Recreation Ground including play areas. Improvements that were implemented included a multi-use games area (MUGA) and additional practice area, teen shelter, practice running track, new play equipment for older children and young people, and improvements to the toddler play area. Other improvements were made to footpath lighting and litter bins. A dog mess bag dispenser, benches, signs and seating were also installed. Since then the residents have planted daffodils all around the recreation ground. The group are currently seeking funding to run a youth scheme at the recreation ground to support young people to take ownership of the park and ensure that it used positively. It is hoped the scheme will discourage anti-social behaviour and encourage young people to participate in positive activities.
- 5.21 Creteway Estate Residents Association similarly contributed to Brabner Park's enhancements through planting saplings during national tree week and organising estate clean up days. At present the Association is considering undertaking a project to add extra play equipment for the younger children at the George Gurr Crescent Play Area.

Folkestone Central

- 5.22 The Lower Leas Coastal Park was redeveloped between 2000 and 2006 into a unique undercliff with pine avenues, flower gardens, historic Zig Zag path (c. 1921), a labyrinth and picnic areas leading down to the sea. Also the park contains the largest free children's adventure playground in the south east complete with zip wires, slide tubes, a toddler's builder's yard and a pirate ship. The

²³ Play England, 2008. *Design for Play: A Guide to Creating Successful Play Spaces* [pdf]. Available at: <<http://www.playengland.org.uk/resource/play-naturally-a-review-of-childrens-natural-play/>> [Accessed 02 February 2017].

regeneration of the park, once a derelict and undesirable part of the town, was funded by the Heritage Lottery Fund, SEEDA, F&HDC and the European Union.

- 5.23 In 2007, the Coastal Park received four awards, including the Green Flag Award, best regional and best overall Regeneration Project from the Royal Town Planning Institute 2007. It was also winner in the Landscape category of the 2007 Kent Design Awards. More recently in 2013 the Coastal Park was awarded the Trip Advisor Certificate of Excellence and has retained the accolade each year since. The park now features in their Hall of Fame, having maintained the Certificate of Excellence for the last 7 years. It continues to receive the Green Flag Award annually and is now flying the flag for the 13th consecutive year.



Lower Leas Coastal Park (Picture: LUC)

- 5.24 A flagship project at Upper Radnor Park saw recent play equipment improvements with an official opening on July 2017. The project has been developed with support of multiple organisations and partners, and nearly £400,000 of funding. This funding included the renovation of the Lodge House which is now a tea room and the complete refurbishment of the Victorian drinking fountain and statue of St Eanswythe.
- 5.25 Significant additional funding for the play equipment has come from the efforts of the Radnor Park Community Group. The new play area includes; a railway themed zone for toddlers, with a climbing train and carriages, a tunnel, tracks, turntable roundabout and a station; a raised hill with places for scrambling, perching and climbing and a striking centre piece and; exciting and challenging climbing equipment for 8-12 year olds including a 6 metre high net pyramid and 20 metre long zip line.²⁴
- 5.26 Further funding in excess of £50,000 was raised in 2019 from Cabinet Member environmental improvement grants, local ward member grants, KCC member grants and a contribution from the Radnor Park Community Group to install an outdoor adult gym and a wheel chair swing.

²⁴ Shepway District Council website, 2017. *Contract awarded for play equipment at Radnor Park*. Available at: <<https://www.shepway.gov.uk/news/radnor-park/play-equipment>> [Accessed 08/06/2017]



Radnor Park Playground Opening (Picture: Shepway District Council)

Folkestone Harbour

- 5.27 St Mary’s Church of England Primary Academy was involved in a local community project to renovate a piece of Southern Water land into a children’s play area in 2005 known as the Southern Way Play Park. The project involved the local community and the staff and children at St Mary’s Church of England Primary Academy. The Southern Way and St Mary’s Community Association was set up to facilitate the project and was chaired by the Chief Executive of the school. Pupils from the Academy were involved in the whole process including choosing all the equipment installed in the play area. The community group no longer assists, passing a small one-off maintenance budget to FHDC. The play park has been in constant use since the renovations were completed.

Hythe Rural

- 5.28 Lymgne Village Hall Playground is designed for younger children and there is currently a group who are fundraising to add new play equipment and skate facilities.

Hythe

- 5.29 Hythe has a skatepark known as The Hythe Golden Jubilee Skatepark, located close to the Cricket Ground, near Wakefield Walk within South Road Recreation Ground. Recently Hythe Town Council installed two new pieces of equipment a grind box and rail. The Skatepark has its own Facebook page. Hythe also has numerous play areas distributed across the town.

North Downs East

- 5.30 Hawkinge has several newer play areas serving the recent housing developments and containing a range of equipment. These are located at Stombers Lane, Campbell Road, Proctor Walk, Kettle Drive, Haven Drive, Millfield, St Luke’s Walk, Megone Close, Heron Forstal Avenue, Harvest Way, and Blenheim Drive. King George V Play Area is a fenced site located in Elham, and benefits from a range of modern play equipment to suit all ages. There are flat, cradle and basket swings, two slides, climbing areas, zip slide as well as seating and picnic areas. There is also a football pitch with goals.

Romney Marsh

- 5.31 Dymchurch Recreation Ground includes a play area which contains several innovative forms of equipment together with a De Haan Charitable Trust funded multi use games area.

Walland and Denge Marsh

- 5.32 The triangular common in Lydd is known as the Rype, and was given to the men of Lydd by the Archbishop of Canterbury in 905AD for having repulsed the Danes. It is now managed by Lydd Town Council and contains a popular play area. There has been recent investment through trust funds including those from the De Hann Charitable Trust which have transformed the play facility.

6 The Strategy

- 6.1 This section sets out the vision and objectives for future play provision in Folkestone & Hythe District. These have been informed through consideration of existing levels of play in the district together with understanding the current management context. Funding and developer contributions are discussed separately.

Vision

- 6.2 F&HDC acknowledges the importance of play to the health and well-being of its residents. F&HDC is therefore committed to ensuring all residents are able to access high quality and high value play provision. Subsequently F&HDC's vision for play provision is as follows:

Play experiences are fundamental to the health and development of children and young people. Folkestone & Hythe District Council will therefore seek to ensure all residents are able to access a high quality and high value play area. We will work with town and parish councils, together with other providers, to create play spaces which offer challenging and exciting environments for children and young people of all ages and abilities.

Applying Play Area Provision Standards

The *Shepway Play Area Review (2017)* provides an assessment of play areas in the district in terms of quantity, accessibility, location, value and quality.

National guidance suggests that play strategies should be based on locally derived standards. These standards are determined through analysis of existing provision of play spaces, consideration of local and national standards for play and an understanding of local need. The proposed standards for Folkestone & Hythe District are set out in the *Shepway Play Area Review (2017)* and **Section 4** of this Strategy.

F&HDC acknowledges that, due to ongoing financial constraints facing local authorities, achieving these standards in Folkestone & Hythe District will be a challenge. It is therefore proposed that any investment will be prioritised on the management and enhancement of play areas where there is considered greatest need i.e. play spaces located in areas with the largest concentration of children and young people. Based on this assessment 9 play areas have been identified as being priorities for F&HDC known as **Priority Play Areas (PPAs)**. The Strategy identifies another 5 PPA's within the district in other ownership. F&HDC will work with town and parish councils to identify priority play spaces in their areas.

In addition F&HDC will work in partnership with parish and town organisations, together with housing trusts and other community groups, to deliver a network of **Strategically Important Play Areas (SIPAs)**. The network of SIPAs has been identified with the aim of ensuring the majority of the district's residents live within a 15 minute walk of a high quality and high value play area. FHDC will look to transfer these sites to the Town and Parish Councils who are best placed to provide these facilities for their local residents.

Those play areas not considered to be part of this network will be known as **Non-Strategic Play Areas (NSPA)** and will be offered to F&HDC's partners as part of an asset transfer. If after one year no interested parties come forward, play equipment will be removed from these play areas and the ground returned to open space.

Appendix 2 outlines those sites which form part of the PPA, SIPA and NSPA network with locations shown within **Appendix 3**.

NB In reference to national guidance, proposed local standards should strive to be met in the first instance with the accessibility requirement that residents across the district will live within 15 minute walk of a play area. Many will live closer than a 15 minute walk. It is deemed reasonable provision within easy reach for all age groups. As a visual guide the Destination Play Space accessibility threshold of 1000m represents a 15 minute walk and caters for a range of age groups including 0 to 11+.

6.3 To achieve the Vision, F&HDC will deliver the following objectives.

Objectives

6.4 The *Shepway Play Area Review (2017)* identified a need to take a strategic approach to future play area provision in the district. The following objectives and supporting action plan (see **Section 7**) have been informed by the findings of the Play Area Review, which involved desk based analysis, stakeholder consultation and an audit of play areas. Each play area in the district was assessed to record:

- Location: Safety and security, accessibility (including disabled access) and extent of use.
- Quantity: Amount of play areas by classification.
- Quality: Care and maintenance of equipment and facilities.
- Value: Provision of equipment offering a variety of challenging play and movement incorporating natural features and offering value to a range of age groups and abilities.
- Accessibility: FiT guidance²⁵ provides a benchmark for accessibility catchments.

Objective 1: Improve the location, quality, value and accessibility of play provision for all children and young people.

To be achieved by:

1. Referring to the **standards within the *Shepway Play Area Review (2017)*** and set out in **Table 4.1** of this Strategy when planning play area enhancement projects. It will be important to ensure any new residential development in the district provides or contributes towards sufficient play space to achieve the play area standards. New play provision should cater for children and young people of all ages based on the characteristics of the population within the proposed development as well as to meet any deficiencies within the wider area. F&HDC will also strive to improve the location, quality, value and accessibility of each play area. Where appropriate recommendations for play areas are set out within the action plan (see **Section 7**).
2. Continuing to **maintain and seeking to enhance the Priority Play Areas (PPAs)** as identified in this Strategy.
3. **Supporting the provision of a network of Strategically Important Play Areas (SIPAs)** to ensure the majority of the district's residents are within a 15 minute walk of a high quality and high value play space, which meets the needs of the community.
4. Ensuring the provision of new play areas considers the **design principles** outlined in Play England's *Design for Play: A Guide to Creating Successful Play Spaces (2008)*, which advocates that "a successful play space is a place in its own right, specially designed for its location, in such a way as to provide as much play value as possible."²⁶

²⁵ Fields in Trust, 2015. *Guidance for Outdoor Sport and Play – Beyond the Six Acre Standard* [pdf] available at: <<http://www.fieldsintrust.org/Upload/file/PAD/FINAL%20ONLINE%20Planning%20Guidance%20for%20Outdoor%20Sport%20and%20Play%20Provision%20Oct%202015.pdf>> [Accessed 8 September 2016].

²⁶ Play England, 2008. *Design for Play: A Guide to Creating Successful Play Spaces* [pdf]. Available at: <<http://www.playengland.org.uk/resource/play-naturally-a-review-of-childrens-natural-play/>> [Accessed 02 February 2017].

5. **Creating additional play sites** where there is an identified lack of provision in the SIPA network. These will be delivered in partnership with others and as part of new developments.
6. Offering Strategically Important Play Areas (SIPA's) as identified within this Strategy to the Town and Parish Council's, community groups and partners as part of an **asset transfer**.
7. Offering Non-Strategic Play Areas as identified within this Strategy to the community and partners as part of an **asset transfer**. Where an asset transfer is not possible, the play area will be removed and returned to open space. Reference should be made to the *Asset Management Strategy 2017-2022*²⁷.
8. Incorporating **play opportunities for all age groups and abilities** in the design of new or refurbished play spaces.
9. **Conducting an audit of play provision every ten years** in reference to the previous Play Area Review assessments and in accordance with the latest best practice guidance.

Objective 2: Effectively utilise planning policy to benefit play provision.

To be achieved by:

1. Using planning policy to **support a response to addressing the identified need** for play in the district and to take a strategic approach to provision, enabling targeted improvements to the quality and value of play areas across Folkestone & Hythe District.
2. **Embedding the principles of the PPA and SIPA network**, together with the play area standards (as set out in **Table 4.1**), within F&HDC's development plans. This in turn will inform the collection of contributions for on-site and off-site Section 106 contribution requests.

Objective 3: Raise awareness of play opportunities and the importance of play.

To be achieved by:

1. **Improving promotion of the distribution and features of play areas** throughout the district. Methods could include producing an online map, newsletters and leaflets to be distributed at children's centres, schools, libraries and youth facilities.
2. **Creating greater awareness of the benefits of play** to a child's development. This could be achieved through promotional material and supporting parent/carers to access play provision.
3. **Highlighting the risk benefit approach** during the play area decision making process.
4. **Promoting natural play opportunities** and highlighting their importance and value.

Objective 4: Maximise funding opportunities for the maintenance and enhancement of play areas.

To be achieved by:

1. **Reviewing appropriate developer contributions** and re-evaluating formulae for maintenance contributions to ensure that these are sufficient to meet the costs of wear and tear during the play areas life time (25 years).
2. **Utilising design guidance** to formulate a landscape approach to play which reduces annual maintenance costs and provides a challenging and exciting space for children and young people of all ages and abilities.

²⁷ Shepway District Council, 2017. *Asset Management Strategy 2017-2022* [pdf]. Available at: <<https://www.shepway.gov.uk/moderngov/documents/s24160/ros20170711%20app%20%20to%20asset%20management.pdf>> [Accessed 04 October 2017].

3. Ensuring **Section 106 planning obligations** are secured to enable the delivery of appropriate play improvements to the network of SIPAs and/or PPAs at or close to the proposed development.
4. **Securing funding through CIL.** It will be important for Engineering & Buildings to ensure that Destination play areas are included on the “123” list which will define CIL spending across the district. CIL will also be used to secure the future of key play sites across the district. CIL contributions could also be used to support parish and town councils deliver play area improvement projects.
5. Seeking **alternative funding initiatives**, such as government funding schemes and Landfill Communities Fund, to support play area enhancement projects. Other funding sources may be identified through searching online with GRANTfinder and through the Association of Play Industries.
6. Using the **Shepway Play Area Review (2017)** and the results of the play area assessments to prioritise funding to PPA sites.
7. Dowry payments will be made available from FHDC on completion of transferring SIPA and NSPA play areas. Dowry payments will be calculated on the basis of the next five years maintenance amount that the Council would be liable for. Calculation would include an amount to rectify any outstanding faults, 5 years maintenance, 5 years inspections and an amount per year for vandalism. The Dowry payment may be reduced if there is S106 money available on transfer.

Objective 5: Communicate and engage with key partners and stakeholders.

To be achieved by:

1. **Consulting on the findings of the Shepway Play Area Review.**
2. **Consulting with parish and town councils on Strategic Play Areas (SIPA) and Non-Strategic Play Areas (NSPA)** to identify opportunities for asset transfer of play areas.
3. **Encouraging Friends and community groups** to support the development and enhancement of play spaces across the district, by tapping into funding schemes that F&HDC is unable to access.
4. **Encouraging management companies and parish and town councils** to take ownership of local play areas.
5. Making reference to actions and recommendations within the forthcoming **Heritage Strategy for Shepway together with the draft Destination Management Plan for Shepway – Folkestone, Hythe, Romney Marsh and North Downs – Executive Summary 2016-2020 (2016)**²⁸.
6. **Engaging in a programme of consultation with users and residents** to ensure proposed play area improvement projects are responding to local need. A comprehensive programme of consultation will also encourage positive community participation in the delivery of local projects.
7. **Strengthening links with the South Kent Coast Health and Wellbeing Board.** Seek opportunities to secure funding for health and well-being priorities. The benefits offered by good quality open space should be promoted to this Board as a potential mechanism for delivering its objectives.

Objective 6: Ensure appropriate and regular communication and review.

To be achieved by:

²⁸ Shepway District Council, 2016 *Draft Destination Management Plan for Shepway – Folkestone, Hythe, Romney Marsh and North Downs – Executive Summary 2016-2020* [pdf]. Available at: <<http://folkestone.works/wp-content/uploads/2016/10/Shepway-Destination-Management-Plan-Draft-Executive-Summary-03.10.16.pdf>> [Accessed 02 May 2017].

1. **Ensuring data is maintained and kept up to date** so that it can be used to support decision making, strategy and funding applications. F&HDC Environment & Corporate Assets and Communities will put in place a system for ensuring data is updated as changes occur and reviewed on a regular basis.
 2. **Sharing information**, including the findings of the Play Area Review and Strategy, with other F&HDC departments and organisations. This will support a strategic approach to play area provision which is based on existing data and current policy and thinking.
 3. **Ensuring appropriate consultation** with the community prior to the removal or any significant alteration of play areas.
- 6.5 Further actions which will support the vision and objectives set out above are contained within **Section 7** of this Strategy.

Funding and developer contributions

- 6.6 F&HDC's Engineering & Buildings Service is under pressure from increasing budget demands. In response, the Service is considering options to support day-to-day maintenance operations and one-off improvement projects. However there is a range of external funding schemes that could be used to support the maintenance and enhancement of play areas in Folkestone & Hythe District. The following paragraphs outline possible sources of external funding.

Landfill Communities Fund

- 6.7 The Landfill Communities Fund is a tax credit scheme which enables landfill operators to support the delivery of community projects. The Fund is available to community groups, charities and other voluntary organisations. At present there are limited community groups and charities actively involved in the management of play areas in the district. An exception is the Folkestone Parks & Pleasure Grounds (FPPG) Charity, which aims to ensure the maintenance of parks and recreation grounds in Folkestone and Sandgate are managed appropriately. Open spaces that fall under the FPPG Charity include:
- Canterbury Road Recreation Ground, Folkestone
 - Morehall Recreation Ground, Cherry Garden Lane, Folkestone
 - The Lower Leas Coastal Park, Folkestone
 - Radnor Park, Folkestone
 - Jocks Pitch, East Cliff, Folkestone
- 6.8 The Landfill Communities Fund is not available to local authorities or parish and town councils.
- 6.9 Friends groups have the potential to support the management and enhancement of play provision in Folkestone & Hythe District, through raising funds for capital investment. However the council has limited capacity to support the development of new groups.

Ward Member Grants and Trust Funds

- 6.10 Each Ward Member holds a fund which may be used to support projects within their ward.
- 6.11 A number of sites have received recent investment through trust funds including those from The Roger De Hann Charitable Trust supported by local groups and town and parish councils.

Section 106 planning obligations and Community Infrastructure Levy

- 6.12 F&HDC receives funding for open space improvements through the collection of 'Section 106 planning obligations and contributions'. Section 106 planning obligations or 'commuted sums' are legal agreements negotiated by the local planning authority with the developer (or landowner) of a proposed development. In relation to the provision of play areas, commuted sums must be spent on improvements at existing sites at or close to the development that gave rise to the funding. Recommendations that are in compliance with the relevant planning policy are put to the Area Committee in which the development occurred. Commuted sums in the form of Section 106 are

critical to the enhancement and development of play areas across Folkestone & Hythe District. Contributions secured through Section 106 can be used as match funding to support the delivery of larger projects.

- 6.13 Section 106 planning obligations sit alongside the Community Infrastructure Levy (CIL), described below, but will be restricted to the infrastructure required to directly mitigate the impact of a proposal. Further information on Section 106 planning obligations is available on the Folkestone & Hythe District Council website²⁹.

Community Infrastructure Levy

- 6.14 Improvement projects for parks and play areas may also be funded through the collection of CIL. CIL charges are based on simple formulae that relate to the size and character of the associated development. The proceeds from the levy can be spent on local and sub-regional infrastructure, including parks and play areas. F&HDC's Regulation "123" list defines the type of infrastructure and projects that will be funded through CIL in the district. The funding can be directed to parish and town council's to deliver projects within their jurisdiction. Further information on CIL is available on the Folkestone & Hythe District Council website²⁹.

CASE STUDY: Hawkinge Town Council

"Hawkinge Town Council had Section 106 funds available for community projects and after consultation with the local community we were looking for sites to install some multi use games areas on.

We contacted Folkestone & Hythe District Council and arranged to take over the management and control of five open and play spaces. We have provided two multi user sports areas and other outdoor fitness equipment at some of the sites.

The advantage of having control of the sites for us is that we can maintain them to a high standard for the local community and it gives us flexibility over how they are used.

The regular maintenance is included within our grounds maintenance contract and funds were transferred to us on a sliding scale which helped incorporate the future maintenance in our budget.

We have since taken on five additional open/play spaces from the developers. These sites are also included in our grounds maintenance contract meaning that we work hard to maintain them to a good standard for local residents to enjoy. The more sites we incorporate into our maintenance contact, the better deal we can negotiate.

We have taken ownership of the amenities in our community and this helps us create a sense of buy-in from the community who help with litter picking and other volunteering."

Provision of play facilities and enhancement

- 6.15 New play area provision will be considered where there is a new development and a planned increase in population, and/or an existing deficiency in supply or access to facilities exists.
- 6.16 Sufficient supply or under supply of play areas for each agreed area or ward can be calculated based on the standards in **Table 4.1**. The amount of play facilities required for the increased population can also be calculated using the quantity standards. The use of the quantity standards should be considered alongside the access standards. For example, even though quantity standards may be met locally, there may be gaps in access and therefore new provision may still be required.
- 6.17 The *Shepway Play Area Review (2017)* and **Appendix 3** provides mapping which show where there are deficiencies and potential over supply of play facilities. This information can be used alongside

²⁹ Shepway District Council website, 2017. *Community infrastructure Levy (CIL)*. Available at: <<https://www.shepway.gov.uk/planning/planning-policy/community-infrastructure-levy>> [Accessed 08/06/2017]

the quantity standards to determine if new provision of a particular classification should be provided or improved accessibility is required. These gaps could be met by a residential development.

Delivering new provision and enhancements to existing provision

- 6.18 The future provision of play in Folkestone & Hythe District will be guided by locally derived standards as set out in Table 4.1. These standards have been developed through the Shepway Play Area Review (2017) and will apply to proposals of over 10 dwellings. The locally derived standards setting out quantity and accessibility standards propose quantities of play space by play area classification which should be delivered on-site where feasible. Where full provision on-site would not be appropriate or desirable, the space needed may be met by commuted sum payment towards the provision or improvement of play space nearby on a scale related to the size and scale of the development.
- 6.19 In assessing the requirement for play space provision, this will be based on the number of properties with two or more bedrooms in the proposed scheme. The requirement for any proposed developments will be based on the current provision identified in the Play Area Review. For example, if a scheme is located within 240m of an existing LEAP, then a commuted sum could be provided to upgrade that facility to meet the additional demand from the new development. In some cases it may be appropriate for youth or adult equipment (such as 'outdoor gyms') to be provided.
- 6.20 Areas should be set out and located so as to minimise annoyance to nearby occupiers, maximise children's safety and be visible from neighbouring properties.
- 6.21 Any new play space should be transferred to and maintained in perpetuity by a management company or, if agreed, the local town or parish council, subject to payment of a commuted sum.
- 6.22 *The Places and Policies Local Plan, Submission Draft (2018)* contains Policy C4 Children's Play Space; which highlights current requirements for developer contributions, these closely relate to the latest Fields in Trust guidance. The standards aim to ensure any deficiencies are met, as well as providing for an increase in population with development.

Protecting existing play area provision or judging surplus to requirements

- 6.23 Reference should be made to the PPA, SIPA and NSPA approach, *Shepway Play Area Review (2017)* and the contribution criteria shown in **Table 4.2**.
- 6.24 F&HDC will seek to protect existing open spaces and play areas in line with the National Planning Policy Framework (NPPF). Any assessments for the loss of open space should draw on the latest F&HDC Open Space Strategy and Play Area Review/Strategy and the provision at that time in the first instance.
- 6.25 Development proposals that that would result in the loss of open spaces and play areas will be granted provided that:
1. An assessment has been undertaken which clearly identifies the play area is surplus to requirements; or
 2. The loss resulting from the proposed development would be replaced by equivalent or better provision in terms of the standards in **Table 4.1** above; or
 3. The development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss.

Calculating on-site contributions:

- 6.26 The requirement for play areas and open space should be based upon the number of persons generated from the net increase in dwellings in the proposed scheme, using the average household occupancy rate in the UK of 2.32 persons per dwelling as derived from Census data. On this basis, 1,000 persons at 2.32 persons per household represent 431 dwellings.
- 6.27 To calculate the play area requirement by classification per dwelling, this is calculated by multiplying 431 (dwellings) x the appropriate provision per dwelling by classification (if appropriate).

6.28 Using NEAPs as an example, the recommended standard is 0.077 ha per 1,000 population (770 sq. metres per 1,000 population) or 431 dwellings. Therefore, by dividing 770 sq. metres by 431 dwellings a requirement for 1.79 sq. metres of LEAPs per dwelling is obtained for the district.

Calculating off-site contributions

6.29 Where it is not realistic for new provision to be provided on-site, it may be more appropriate to seek to enhance the existing quality of provision and/or improve access to sites. Standard costs for the enhancement of existing open space and provision of new open spaces should be clearly identified and revised on a regular basis by F&HDC.

6.30 Costs have been calculated using F&HDC costings information (informing policies LR9 (open space) and LR10 (equipped play areas)) and based on known industry standards. Contributions towards the provision or improvement of play areas are calculated using the capital cost of provision. Contribution per person is taken to be a reasonable measure of impact irrespective of whether there is new provision or improvement of existing facilities and features. A summary of the costs are outlined in **Table 6.3** below.

Table 6.1: Costs for providing equipped play areas

Classification of play areas	Standard m ² per person	Cost of provision per m ² (£)	Contribution per person (£)
Destination	0.03	170	5.10
Neighbourhood Equipped Areas for Play (NEAPs)	0.8	170	136.00
Local Equipped Areas for Play (LEAPs)	0.77	170	130.90
Local Areas for Play (LAPs)	0.05	170	8.50
Total contribution			280.50

6.31 F&HDC will seek to secure £280.50 per person to provide new play areas to meet the required standard. These calculations will be used to calculate developer contributions for on-site provision and where feasible any off-site projects.

Maintenance contributions

6.32 If a development is required to provide play areas on-site, the developer will normally be expected to maintain the play area for an agreed minimum period (typically one year). For larger open space sites a management plan should have been submitted and approved by F&HDC as a planning condition.

6.33 If the play area is to be adopted by the Council, a commuted sum may be accepted and arrangements made for management and maintenance of the play area through the council or third party. The amount payable for the commuted sum for all classifications of play area will be calculated using the figure of **£4.59 m² per annum** for all classifications of play area. The figure has been calculated from average unit rates for maintenance of different classifications of play areas drawn from *SPON'S External Works and Landscape Price Book (2017)*³⁰ as well as indicative maintenance costs supplied by F&HDC with appropriate inflationary uplift. Commuted sum to be reviewed as per action 2.6 in the Action Plan.

³⁰ AECOM (Editor), 2017. *SPON'S External Works and Landscape Price Book 2017: 36th edition*. Taylor and Francis: Abingdon

7 Action Plan

- 7.1 This section sets out the programme of actions which will be carried out to meet the vision for play in Folkestone & Hythe District. It lists each management objective, how each will be achieved and who is responsible for achieving them. Where appropriate a priority level is indicated and further considerations highlighted. The programme will be reviewed annually, and targets monitored to ensure actions have been achieved.
- 7.2 The essential actions have been prioritised on criteria of importance and urgency as follows:
- **Low:** Actions which have a low impact on play area provision
 - **Medium:** Actions which have a moderate impact on play area provision
 - **High:** Actions which have a significant impact on play area provision

Table 7.1: Action Plan

Objective 1: Improve the location, quality, value and accessibility of play provision for all children and young people					
Reference	Action	Implementation/Task if applicable	Resources	Priority	Notes & Considerations
1.1	F&HDC will continue to maintain and seek to enhance the Priority Play Areas (PPAs) as identified in this Strategy.		F&HDC	High	
1.2	Work with Town & Parish Councils to provide a network of Strategically Important Play Areas (SIPAs) based on a 15 minute walking time across the district that meets the needs of residents. FHDC will seek to transfer these assets to Town & Parish Councils with an appropriate Dowry Payment. (see objective 4 of the strategy).		F&HDC	High	
1.3	The Non-Strategic Play Areas (NSPAs) identified will be offered out to Town & Parish Councils, the community and partners for asset transfer, and where this isn't possible will be removed and returned to open space. Where transfer can be agreed an appropriate Dowry payment will		F&HDC	High	

	be paid upon completion. (see objective 4 of the strategy).				
1.4	Ensure play areas meet or exceed the required location, quality and value score benchmarks.	Review findings and standards identified through the Play Area Review and Strategy.	F&HDC	Medium	
1.5	Ensure all Wards achieve the minimum standard for provision.	Ensure any new development provides sufficient play space to achieve the standard for quantity of play and should provide for all age groups where appropriate. NB Proposed standards shown in Table 4.1 .	F&HDC	Medium	
1.6	Where feasible residents should be within the catchment area of at least one play area offering features for all age groups and abilities.	Review accessibility buffers and classifications with the <i>Shepway Play Area Review (2017)</i> to inform F&HDC decision making. Where there is an identified lack of provision through gaps in the SIPA network the creation of additional play sites will be recommended, wherever possible, in partnership with others and as part of new developments.	F&HDC	Medium	There is currently generally good provision but some sections of the population are still not in reach of a play space. Broadmead and Folkestone Harbour have no provision for 11+ age groups with potential for greater quantities of 11+ provision in Cheriton and North Downs West.
1.7	Deliver current commitments to improve play areas including Radnor Park, Coastal Park as well as play areas within New Romney.		F&HDC	High	
1.8	Retain all Destination play areas as core hubs for play and offering well respected play experiences within the wider community.		F&HDC	High	Opportunities for expansion at the Royal Military Canal Area following Princes Parade Development.
1.9	Consider creating new Destination play areas.	Destination play areas should be located in or adjacent to larger open spaces. Consider options in East Folkestone, New Romney and Broadmead. Options at East Cliff and Morehall Recreation Ground which currently offer limited play interest for all age groups, and at The Greens or Greatstone Car Park. Options as	F&HDC	Medium	Destination play spaces are currently limited in terms of play value for all age groups. Reference should be made to actions and

		Dungeness Nature Reserve would cater for anticipated increase in use.			recommendations within the forthcoming Heritage Strategy for Folkestone & Hythe District and the draft <i>Destination Management Plan for Shepway – Folkestone, Hythe, Romney Marsh and North Downs – Executive Summary 2016-2020 (2016)</i> ³¹
1.11	Ensure Strategic/Destination quality play areas are provided within the Shorncliffe Garrison development.		F&HDC	High	
1.12	Seek opportunities to provide natural play features and alternatives to fixed play within informal open spaces including natural and semi-natural green space, green corridors and amenity green space.	Review those sites which are closed for maintenance or requiring enhancement in values referring to the <i>Shepway Play Area Review (2017)</i> .	F&HDC	Medium	Engage with RoSPA Playsafety to review designs ensuring they meet applicable standards, but also that they best suit the play space and budget.
1.13	Conduct an audit of play provision every 10 years.	Carry out regular audits in reference to the previous assessment and the latest best practice guidance.	F&HDC	Medium	Consider seasonal aspects and variation of use
1.14	Address the barriers to access and comply with the Equality Act (2010) through a disability and access audit.	Produce a disability and access audit for new sites or those sites due for refurbishment.	F&HDC /Land managers	Low	
1.16	Increase the level of play provision for the 11+ age group.	Refer to the <i>Shepway Play Area Review (2017)</i> and coordinate future decisions with reference to the contribution criteria shown in Table 4.2 .	F&HDC	Medium	
1.17	Greater investment required in the management, maintenance and improvement of play spaces throughout the district	Refer to the <i>Shepway Play Area Review (2017)</i> and coordinate future decisions with reference to the contribution criteria shown in Table 4.2 .	F&HDC	High	F&HDC can't afford to manage the current levels of provision.

³¹ Shepway District Council, 2016. *Draft Destination Management Plan for Shepway – Folkestone, Hythe, Romney Marsh and North Downs – Executive Summary 2016-2020* [pdf]. Available at: <<http://folkestone.works/wp-content/uploads/2016/10/Shepway-Destination-Management-Plan-Draft-Executive-Summary-03.10.16..pdf>> [Accessed 02 May 2017].

1.18	Review maintenance arrangements to ensure high standards are achieved.		F&HDC	High	
1.19	Improve supervision, policing and oversight (e.g. through appropriate vegetation clearance) of public space.		F&HDC	High	
1.20	New play areas should be sensitively designed to reflect sensitivities of landscapes as well as character of the local Kent coastal area.		F&HDC/Land managers	Medium	Future play provision should follow the latest best practice guidance to ensure play spaces are suitable for all abilities and age groups.
1.21	Encourage the community to report issues relating to play areas to F&HDC to enable a quick response to problems.	Advertise appropriate contact details within play areas.	F&HDC	Low	
Objective 2: Effectively utilise planning policy to benefit play provision					
Reference	Action	Implementation/Task	Resources	Priority	Notes & Considerations
2.1	Through housing development sites look to enhance current provision for the benefit of both the existing and new community as well as creating new play areas.		F&HDC	High	
2.2	Increase communication and closer working between the planning team and E&B team.		F&HDC	High	
2.3	Consider the appropriateness of LAPs (increased maintenance costs) at some locations where other classifications of play areas are suitably catering for younger age groups within its catchment.	Refer to the <i>Shepway Play Area Review (2017)</i> and coordinate future decisions with reference to the contribution criteria shown in Table 4.2.	F&HDC	Medium	
2.4	Aim to create a Supplementary Planning Document (SPD) document: Recreation Open Space Provision & Commuted Space Payments.		F&HDC	Low	This process could take considerable time and will require consultation.

2.5	The E&B and planning teams should work together to re-evaluate developer contributions.		F&HDC	Medium	
2.6	Re-classify and/or review sites for new policy formation.	Refer to the <i>Shepway Play Area Review (2017)</i> .	F&HDC	Medium	
2.7	Seek opportunities to secure land for play area provision.		F&HDC	Medium	
2.8	Create and use policy to support a response to identified need and take a district wide strategic approach to play. This will enable targeted improvements to the quality and value of sustainable play provision across Folkestone & Hythe District.		F&HDC	High	Further useful information within Play England guidance <i>Better Places to Play Through Planning (2009)</i> ³²
Objective 3: Raise awareness of play opportunities and the importance of play					
Reference	Action	Implementation/Task	Resources	Priority	Notes & Considerations
3.1	Future plans should be disseminated clearly to the public.	Media options to share information on future plans: <ul style="list-style-type: none"> • existing play facilities • newsletters and leaflets • posters • children's centres, schools and youth facilities • libraries • local authority website • local media (TV, radio and newspapers) 	F&HDC	High	DCSF has produced Outdoor play: A communications toolkit for local authorities (see: http://webarchive.nationalarchives.gov.uk/20090813152455/http://www.dcsf.gov.uk/campaigns/outdoor_play/index.cfm). The toolkit is designed to help authorities to engage with local parents and communities on issues relating to outdoor play.

³² Play England, 2009. *Better Places to Play Through Planning* [pdf]. Available at: <<http://www.playengland.org.uk/media/82621/better-places-to-play-through-planning.pdf>> [Accessed 12 June 2017].

3.2	Support parent/carers to access play provision; for example through publicising existing play areas with an online map.	Produce an online map of existing provision and make available to schools, play providers and other outlets.	F&HDC	Medium	
3.3	Highlight the risk benefit approach during the play area decision making process.		F&HDC	Low	
3.4	Natural play opportunities and their importance and value should be encouraged.		F&HDC	High	
Objective 4: Maximise funding opportunities for the maintenance and enhancement of play areas					
Reference	Action	Implementation/Task	Resources	Priority	Notes & Considerations
4.1	Review capital investment and separate play budget to inform capital plan for ageing equipment.	Refer to the <i>Shepway Play Area Review (2017)</i> and coordinate future decisions with reference to the contribution criteria shown in Table 4.2 .	F&HDC	Medium	
4.2	Maximise and protect the potential of Section 106 (S106) and Community Infrastructure Levy (CIL) Funding.		F&HDC	High	Utilise scores by ward contained within the <i>Shepway Play Area Review (2017)</i> and present data to town and parish councils. Opportunity to link to CIL revenue.
4.3	Review appropriate developer contributions.		F&HDC	High	
4.4	Seek fundraising opportunities and funding through the Landfill Communities Fund. Other funding sources may be identified through searching online with GRANTfinder and through the Association of Play Industries.		F&HDC	Medium	Grantfinder: http://www.idoxgroup.com/funding-solutions/professional-funding-tools/grantfinder.html API: http://www.api-play.org/resources/funding

4.5	Seek Government funding schemes if available.		F&HDC	High	Government funding towards pathfinder and playbuilder developments through the Play Strategy is intended to enhance and improve local authority provision. Local authorities should not be using this funding to replace or otherwise scale back on local play funding and budgets.
4.6	The E&B service should work to ensure Destination play areas are included in the 123 list to shape and define CIL funding.		F&HDC	High	
4.7	Re-evaluate formulae for maintenance contributions.		F&HDC	Medium	
4.8	Utilise design guidance to formulate a landscaped approach which reduces maintenance costs and provides an interesting space for play.		F&HDC	Medium	
4.9	Potential for reduction in LAPs and subsequent maintenance liability.	Refer to the <i>Shepway Play Area Review (2017)</i> and coordinate future decisions with reference to the contribution criteria shown in Table 4.2 .	F&HDC	Low	
Objective 5: Communicate and engage with key partners and stakeholders					
Reference	Action	Implementation/Task	Resources	Priority	Notes & Considerations
5.1	Consultation of SIPAs & NSPAs for asset transfer options. Potential stakeholders invited to presentation sessions.		F&HDC	High	
5.2	Work with town and parish councils to ensure there is suitable play provision		F&HDC	High	Further useful information within Play England guidance <i>Parish</i>

	within their area of interest and encourage local ownership.				<i>councils and children's play – Community play briefing 7 (2011)</i> ³³
5.3	Engage in a programme of user and resident consultation to understand if proposals would be responded to positively and reflect community need. It will also encourage positive community participation in the delivery of local projects.		F&HDC	High	
5.4	Collaborate with providers.		F&HDC	Medium	
5.5	If decommissioning sites are proposed, consultation with stakeholders including adjacent residents will be required.		F&HDC	Medium	
5.6	Work with other play providers such as Housing Associations and the MoD to ensure their provision is secured.		F&HDC	Medium	
5.7	Encourage responsibility through Trusts and Residents Groups.		F&HDC	Medium	
5.8	Encourage community groups to take responsibility for supervising and maintaining play areas alongside community fundraising.		F&HDC	Medium	Further useful information within Play England guidance <i>Managing play provision in the community and voluntary sector – Community play briefing 6</i> ³⁴ . For information about the Engaging Communities in Play programme visit: www.playengland.org.uk/our-

³³ Play England, 2011. *Parish councils and children's play – Community play briefing 7* [pdf]. Available at: <http://www.playengland.org.uk/media/283002/parishcouncils_ver4%20-%20final.pdf> [Accessed 12 June 2017].

³⁴ Play England, 2011. *Managing play provision in the community and voluntary sector – Community play briefing 6* [pdf]. Available at: <http://www.playengland.net/wp-content/uploads/2015/09/managingplay_ver4-final.pdf> [Accessed 12 June 2017].

					work/engaging-communities-in-play
5.9	Strengthen links with the South Kent Coast Health and Wellbeing Board. They may assist in allocating funding for health and well-being priorities. The benefits offered by good quality open space should be promoted to this Board as a potential mechanism for delivering its objectives.		F&HDC	Medium	
Objective 6: Ensure appropriate and regular communication and review					
Reference	Action	Implementation/Task	Resources	Priority	Notes & Considerations
6.1	Implement the Strategy and make available to staff at all levels and by different stakeholders.		F&HDC	High	
6.2	Ensure effective monitoring of the Strategy.	A partnership between Environment and Corporate Assets and Communities should put in place a system for ensuring that data is updated as changes occur and reviewed on a regular basis.	F&HDC	Medium	
6.3	Ensure management is financially sound. F&HDC to commit to provide necessary funding to maintain to necessary standard.		F&HDC	Medium	
6.4	Provide a presentation to Planning colleagues on the new Play Area Strategy.		F&HDC	Medium	
6.5	Ensure that if sites are to be removed or altered significantly there should be appropriate consultation with the community.		F&HDC	High	

8 Evaluation plan

- 8.1 This section describes how the Strategy will be used and the arrangements for its ongoing review and monitoring.

Outcomes

- 8.2 At a national level, play is increasingly recognised as being important not only in its own right but also in helping to achieve wider objectives including the development of healthy, vibrant and sustainable communities. The benefits of children's play are closely linked to the five outcomes for children and young people that form the core of Every Child Matters, namely: being healthy, staying safe, enjoying and achieving, making a positive contribution and achieving economic well-being. The *Shepway Play Area Review (2017)* and supplementary Strategy aims to address issues and targets based upon the current evidence base.

Benchmarks

- 8.3 It will be necessary to co-ordinate ongoing data collection as required and evaluate performance against strategic indicators and benchmarks which are set as outlined further within the *Shepway Play Area Review (2017)*.

Indicators

- 8.4 To effectively review the Strategy, F&HDC will aim to monitor performance by agreed indicators as listed below. The data collection for local play indicators should seek to measure the extent to which children and young people have access to spaces and facilities for play and informal recreation that:

1. Are free of charge, allowing children the freedom to come and go, and where children are free to play as they choose (the 'three frees');
2. Are accessible, welcoming and engaging for all, including those who are disabled or have specific needs and wishes;
3. Allow for the needs of different ages of children.

- 8.5 Potential key Play England indicators and corresponding data collection methods are as follows:

- Participation – household survey
- Access to a variety of facilities and spaces – open space and play strategy audits
- Quality of facilities and spaces – quality assessment tool, GIS mapping
- Satisfaction – Questionnaire survey of children and young people

Review

- 8.6 This Strategy and action plan will be monitored through F&HDC's Performance Management Framework and reviewed at least annually. This will include an assessment of progress against targets and whether these need to be modified in the light of changing circumstances. Changes to relevant legislation, funding, linked strategies and planning will be noted and the Strategy modified as appropriate.

8.7 The cycle for the Strategy is to:

- Write and adopt the Strategy
- Operate according to the aims and objectives held within the Strategy
- Monitor the operation of the Strategy
- Review the working of the Strategy
- Revise and improve the Strategy where necessary to reflect on-going developments such as further consultation findings, changes to sites and revised financial circumstances and projections.

8.8 The Strategy covers a period of 10 years up to 2030. It will be subject to continual review as it is used and F&HDC will carry out a full review annually to enable any improvements and alterations to be made as necessary.

Appendix 1: Workshop attendees

Name	Organisation
Cllr; Berry, Ann	F&HDC
Cllr; Dearden, Malcolm	F&HDC
Cllr; Hollingsbee, Jenny	F&HDC
Cllr; Lawes, Mary	F&HDC
Karen Lewis	Dymchurch Parish Council
Neil Jones	Folkestone Town Council
Lynne Martin	Hawkinge Town Council
Nick Hilditch	Hythe Town Council
Ben Geering	F&HDC- Head of Planning
Andy Blaszkowicz	F&HDC- Head of Commercial and Technical Services
Sarah Robson	F&HDC- Head of Communities
Karen Weller	F&HDC- Environmental Protection
Jess Harman	F&HDC- Communities Officer
Laura Pinkham	F&HDC- Grounds Maintenance Manager
Piran Cooper	F&HDC- Landscape and Urban Design Officer
Rebecca Chittock	F&HDC- Planning Policy
Isabelle Hills	F&HDC- Planning Policy
Jo Clifford	Folkestone Sport Centre
Ivan Rudd	KCC- Public Health Specialist
Brigitte Orasinski	Strange Cargo
Jon Clarke	East Folkestone Together
Matthew Parkhill	LUC
Sebastian West	LUC

Appendix 2: Ownership, management responsibilities and classifications of play areas

Site ID	Site name	Classification	Ownership/Management	SIPA or NSPA	PPA
1	Atkinson Road Play Area	Type A: LAP	Hawkinge Town Council	NSPA	
2	Blenheim Drive	Type A: LAP	F&HDC	NSPA	
3	Brabner Park	Type C: NEAP	F&HDC	SIPA	PPA
4	Brockhill Country Park	Type D: Destination	Kent County Council	SIPA	PPA
5	Bufs Avenue	Type B: LEAP	Ministry of Defence	SIPA	
6	Burmarsh Recreation Ground Play Area	Type C: NEAP	Burmarsh Children's Fund	SIPA	
7	Campbell Road Play Area	Type B: LEAP	Hawkinge Town Council	NSPA	
8	Canterbury Road Recreation Ground	Type C: NEAP	F&HDC	SIPA	PPA
9	Cheriton Recreation Area	Type C: NEAP	F&HDC	SIPA	PPA
10	Coniston Road (Summer Lees)	Type A: LAP	F&HDC	SIPA	
11	Corbett Road Play Area	Type B: LEAP	Hawkinge Town Council	NSPA	
12	Country's Field	Type A: LAP	Orbit Housing Association	SIPA	
13	Daglish Close	Type B: LEAP	F&HDC Housing	NSPA	
14	Densole Way	Type B: LEAP	F&HDC Housing	SIPA	
15	Downs Road	Type A: LAP	F&HDC	SIPA	
16	Dymchurch Recreation Ground	Type C: NEAP	Dymchurch Parish Council	SIPA	PPA
17	Elmfields	Type B: LEAP	F&HDC Housing	SIPA	
18	Enbrook Valley Play Area	Type B: LEAP	F&HDC	SIPA	
19	Etchinghill Cricket Field	Type B: LEAP	Lyminge Parish Council	SIPA	
20	Fairfield Recreation Ground	Type C: NEAP	New Romney Town Council	SIPA	PPA
21	The Rype	Type C: NEAP	Lydd Town Council	SIPA	PPA
22	Firs Lane	Type A: LAP	F&HDC	NSPA	
23	George Gurr Crescent	Type B: LEAP	F&HDC	NSPA	
24	Grange Road Play Park	Type C: NEAP	Saltwood Parish Council	SIPA	
25	Greatstone Car Park	Type C: NEAP	F&HDC	SIPA	
26	Harvest Way	Type B: LEAP	F&HDC	NSPA	
27	Heron Forstall Avenue	Type B: LEAP	F&HDC	NSPA	
28	Horn Street	Type B: LEAP	Hythe Town Council	SIPA	
29	Hythe Skate Park	Type C: NEAP	Hythe Town Council	SIPA	
30	Ivychurch Play Area	Type B: LEAP	Ivychurch Parish Council	SIPA	
31	Jefferstone Lane	Type B: LEAP	St Mary in the Marsh Parish Council	SIPA	
32	Jocks Pitch	Type A: LAP	F&HDC	SIPA	PPA
33	Jubilee Field	Type C: NEAP	Lyminge Parish Council	SIPA	
34	Kettle Drive Play Area	Type C: NEAP	Hawkinge Town Council	SIPA	
35	King George V Playing Field	Type C: NEAP	Elham Parish Council	SIPA	
36	Lade Fort	Type B: LEAP	F&HDC	SIPA	
37	Lower Leas Coastal Park Fun Zone	Type D: Destination	F&HDC	SIPA	PPA
38	Lower Radnor Park Play Area	Type B: LEAP	F&HDC	SIPA	
39	Lympne Village Hall	Type B: LEAP	Lympne Parish Council	SIPA	
40	Manor Farm Close	Type B: LEAP	F&HDC	SIPA	
41	McKenzie Drive	Type B: LEAP	Ministry of Defence	NSPA	

42	Meads Way	Type A: LAP	F&HDC	SIPA	
43	Megan Close	Type A: LAP	F&HDC	SIPA	
44	Megone Close Play Area	Type A: LAP	S106 - With Developer (overgrown/disused)	NSPA	
45	Meriden Walk	Type B: LEAP	F&HDC	SIPA	
46	Millfield	Type A: LAP	F&HDC Housing	NSPA	
47	Moore Close	Type A: LAP	F&HDC Housing	SIPA	
48	Morehall Recreation Ground	Type B: LEAP	F&HDC	SIPA	
49	Mount Pleasant Close	Type A: LAP	F&HDC	NSPA	
50	Naseby Avenue	Type A: LAP	F&HDC	SIPA	
51	Newchurch Playing Field	Type B: LEAP	Newchurch Parish Council	SIPA	
52	Newington Village Hall	Type B: LEAP	Newington Parish Council	SIPA	
53	Oak Drive	Type B: LEAP	F&HDC	SIPA	
54	Oakham Drive	Type B: LEAP	F&HDC	NSPA	
55	Oaklands	Type B: LEAP	Hythe Town Council	NSPA	
56	Palmarsh (St George's Place Play Area)	Type B: LEAP	F&HDC Housing	SIPA	
57	Pannell Drive Play Area	Type C: NEAP	Hawkinge Town Council	SIPA	
58	Payers Park	Type B: LEAP	F&HDC	SIPA	PPA
59	Peregrine Close	Type A: LAP	F&HDC	NSPA	
60	Pine Way	Type B: LEAP	F&HDC	NSPA	
61	Pond Hill Road	Type A: LAP	Ministry of Defence	SIPA	
62	Queensway	Type B: LEAP	F&HDC	SIPA	
63	Reachfields	Type B: LEAP	F&HDC Housing	NSPA	
64	Rhodes Minnis Recreation Ground	Type B: LEAP	Lyminge Parish Council	SIPA	
65	Roman Way	Type B: LEAP	F&HDC	SIPA	
66	Royal Military Canal Play Area	Type D: Destination	F&HDC	SIPA	PPA
67	Salthouse Close	Type B: LEAP	F&HDC Housing	SIPA	
68	Sandgate Recreation Ground	Type C: NEAP	Sandgate Parish Council	SIPA	
69	St. Luke's Walk Play Area	Type A: LAP	Hawkinge Town Council	NSPA	
70	Station Road	Type B: LEAP	F&HDC	SIPA	
71	Stomers Lane	Type B: LEAP	F&HDC	NSPA	
72	Swan Lane	Type B: LEAP	Sellindge & District Playing Fields Benevolent Society	SIPA	
73	Tayne Field	Type B: LEAP	Lyminge Parish Council	NSPA	
74	Tayne Field (adjacent public house)	Type B: LEAP	Lyminge Parish Council	NSPA	
75	The Waltons	Type A: LAP	Hyde Housing	SIPA	
76	The Danni & James Community Friendship Park	Type B: LEAP	F&HDC	NSPA	
77	The Derrings	Type B: LEAP	F&HDC	SIPA	
78	The Green	Type C: NEAP	Hythe Town Council	SIPA	PPA
79	The Greens	Type C: NEAP	New Romney Town Council	SIPA	PPA
80	The Ridgeway Trim Trail	Type B: LEAP	F&HDC	SIPA	
81	Turnpike Hill	Type A: LAP	F&HDC	SIPA	
82	Underwood Play Area	Type B: LEAP	Hawkinge Town Council	NSPA	
83	Upper Radnor Park	Type A: LAP	F&HDC	SIPA	PPA
84	Widgeon Walk	Type B: LEAP	F&HDC	SIPA	
85	Wraightsfield Play Area	Type B: LEAP	F&HDC	SIPA	
N/A	Shornccliffe	Committed development with planned play area provision at Shornccliffe Garrison. Classification to	To be confirmed once installed. (should be FHDC)	SIPA	PPA

		be fully confirmed.			
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Appendix 3: Locations of SIPAs, NSPAs and PPAs

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This Report will be made public on 16 June 2020



Report Number **C/20/12**

To: Cabinet
Date: 24th June 2020
Status: Key Decision
Responsible Officer: Charlotte Spendley – Director Corporate Services
Cabinet Member: David Wimble - Cabinet Member for the District Economy

SUBJECT: Community Infrastructure Levy Governance Framework

SUMMARY:

The introduction of the Community Infrastructure Levy (CIL) by Folkestone & Hythe District Council in August 2016 necessitates the development of governance arrangements for spending the money that is to be collected. This report seeks approval of a CIL Governance Framework.

REASONS FOR RECOMMENDATIONS

To ensure the Council has a process in place to ensure the deployment of CIL income follows clear and appropriate processes.

RECOMMENDATIONS:

1. To receive and note report C/20/12.
2. To agree that the Council accepts the proposed CIL Governance Framework contained in Appendix 1, which is to have immediate effect.

1. INTRODUCTION

- 1.1 The introduction of the Community Infrastructure Levy (CIL) in August 2016 necessitates the development of governance arrangements for spending the money to be collected. This report is concerned with CIL administration and governance arrangements so as to ensure the deployment of CIL income follows clear and appropriate processes. A draft CIL Governance Framework has been prepared and is included as an appendix to this report.
- 1.2 CIL collected will be used to provide infrastructure to support growth within the district. In adopting CIL in August 2016 the Council has formally adopted a 'Regulation 123 List' which sets out the types of infrastructure that will be funded via CIL. At present this is only a broad list, identifying infrastructure types that will be considered for support and project exclusions that will continue to be funded via Section 106 (s106) contributions.

Relevant background

- 1.3 Cabinet report A/16/16 dated 20th July 2016 provided Members with an overview of work undertaken on the Community Infrastructure Levy until its adoption in August 2016. At its meeting of 8th July 2015, following two rounds of public consultation, Cabinet approved submission of a CIL draft charging Schedule, for Independent Examination in Public (EIP). The Inspector's March 2016 report on the EIP concluded that the Shepway District Council CIL Charging Schedule provided an appropriate basis for the collection of the levy in the District. Cabinet subsequently considered the outcome of the EIP at its meeting of 25th May 2016, and as per the requirements of the Government's CIL Regulations, agreed a recommendation to submit the CIL Charging Schedule for adoption by Council at its meeting of 20th July 2016.
- 1.4 As set out in Cabinet report C/17/64 dated December 2017, the Council proposed minor changes to the CIL Payment in Kind Policy in order to clarify that the delivery of appropriate infrastructure can satisfy a charge arising from the levy. The minor change was agreed by Cabinet.

2. APPORTIONMENT OF CIL INCOME

- 2.1 The Regulations state that the CIL is to be allocated as follows:
 - Administrative CIL: 5% of CIL receipts may be retained by FHDC
 - Neighbourhood CIL: 15%-25% of CIL receipts must be paid to Town and Parish Councils, the proportion depends on whether a Neighbourhood Plan is in place
 - Strategic CIL: the remaining 70-80% of CIL to be allocated to infrastructure projects by FHDC

Administrative CIL

- 2.2 The Regulations allow the Council to retain up to 5% of annual CIL receipts to be spent on the administrative expenses in relation to the administration and collection of the CIL. Administrative expenses have and will include: examination costs (upfront and possible future costs following review), staff,

training, IT software and indexation subscriptions. This money is ring-fenced and has to be reported on annually.

Neighbourhood CIL

- 2.3 In line with the Regulations, 15% of CIL receipts (capped at £100 per Council tax dwelling per annum in the parish area) will be transferred to Town and Parish Councils twice a year, where development has occurred in their area, rising to 25% of CIL receipts (without any cap) for Town and Parish Councils that have made Neighbourhood Plans. St Mary in the Marsh Parish is the only area within the district that has an adopted, or 'made', Neighbourhood Plan. At the time of writing, there are no additional Neighbourhood Plans being prepared by Town or Parish Councils.)
- 2.4 The Neighbourhood CIL may be spent by Town or Parish Councils on a range of infrastructure projects, as long as it meets the requirement to support:
- the development of the area by funding the provision, improvement, replacement, operation or maintenance of infrastructure; or
 - anything else that is concerned with addressing the demands that development places on the area.
- 2.5 Town and Parish Councils must produce and publish an annual report detailing CIL receipts, balances and spending for each financial year.

Strategic CIL

- 2.6 Strategic CIL receipts must be spent on infrastructure types identified in the Regulation 123 List. The Infrastructure Delivery Plan (IDP) will act as a framework for allocating Strategic CIL funding, in accordance with the arrangements set out in this report. The IDP sets out specific projects, relating to the identified types of infrastructure in the Regulation 123 List.

The 2019 CIL Regulations – implications for CIL going forward

- 2.7 Regulations laid before parliament in June 2019 proposed a series of changes to the way in which local authorities charge, collect and report on developer contributions raised through section 106 and the Community Infrastructure Levy (CIL). Parliament officially approved the government's CIL and section 106 changes on 15th July 2019. The Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019 amend the Community Infrastructure Levy 2010 Regulations in England only and came into effect on the 1st September 2019.
- 2.8 The regulations introduce a requirement for councils to publish Infrastructure Funding Statements (IFS). These statements will replace existing Regulation 123 lists and should include details of how much money has been raised through developer contributions and how it has been spent. Statements must be published on local authority websites at least once a year. Councils will be required to publish their first statements by 31 December 2020.

- 2.9 The regulations state that the IFS is to include details of how much money has been raised through developer contributions, both from CIL and section 106 planning gain agreements, and how it has been/is to be spent.
- 2.10 The Council considers that the requirement to prepare and annually publish an IFS presents a real opportunity to work proactively with infrastructure providers and communities to set out in a clear and transparent manner the infrastructure that they have, and may be funding through CIL and section 106 planning obligations. The Ministry of Housing, Communities and Local Government (MHCLG) is to publish new guidance detailing how councils should produce their Infrastructure Funding Statement.

3. GOVERNANCE FOR THE DETERMINATION OF CIL SPEND

- 3.1 Governance arrangements for CIL do not need to be published for consultation or independent examination. In accordance with the proposed framework, the corresponding operational aspects of the Strategic CIL governance arrangements will be put in place by the appropriate internal services.

Proposed allocation of CIL receipts to Kent County Council

- 3.2 The District Council acknowledges the crucial role played by the County Council in the delivery of key strategic infrastructure. Indeed, charging authorities must consult and should collaborate with the County Council in setting the levy and should work closely with them in setting priorities for how the levy will be spent in 2-tier areas. Collaborative working between County Councils and charging authorities is especially important in relation to the preparation of infrastructure funding statements (see Schedule 2 introduced by the 2019 Regulations) bearing in mind the potential impact on the use of highway agreements by the County Council and the timely delivery of schools.
- 3.3 Under the proposed governance arrangements the District Council is pledging to assign 35% of CIL receipts from the strategic pot to Kent County Council in order to enable KCC to spend this proportion of the receipts in accordance with agreed priorities for infrastructure delivery within Folkestone & Hythe district.
- 3.4 A requirement of the proposed governance arrangements is that the County Council's priority infrastructure schemes shall be recorded within the District's Infrastructure Funding Statement (IFS); the associated spend of CIL receipts by the County Council must be in accordance with the prioritisation of CIL funds. This ensures full transparency for the deployment/investment of CIL receipts.

Scheme prioritisation through reference to the Infrastructure Funding Statement

- 3.5 As the District Council is to prepare an IFS in conjunction with the County Council, and other stakeholders, the scheme prioritisation process for the allocation of CIL spend is to cross-reference the IFS once this document has been prepared and has been endorsed by the District Council.

- 3.6 Decisions to be taken by the District Council on spend of CIL receipts from the strategic pot would be taken in accordance with the IFS priorities and through the involvement/discussions between the Planning Policy team which leads on preparation of the IFS and one of the following Directors, depending on the directorate area where a particular project falls:
- Director of Place
 - Director of Housing and Operations
 - Director of Corporate Services
- 3.7 In terms of reporting, it is proposed that a Cabinet statement is prepared every 6 months to provide an update on CIL receipts received and expenditure.

Interim arrangements for allocation of District Council spend

- 3.8 In the intervening period until the IFS has been prepared, the District Council proposes to allow delegated authority to a named Director (from those listed under paragraph 3.6) in consultation with the Cabinet Member for Finance (to ensure Member oversight for any investment decisions made) to approve CIL spending up to a specified financial limit of £50,000 on any single project to be CIL awarded funding.
- 3.9 Under interim arrangements it is expected that the allocation of CIL funding up until the end of December 2020 is to be in general conformance with the Regulation 123 list, although it is recognised that as the December 2020 deadline for abolition of the Regulation 123 list approaches delegated authority for the spend of CIL monies up to the capped amount of £50,000 will increasingly be made in accordance with those projects referenced within the emerging IFS. Should there be a request for spend of CIL monies above the £50,000 capped limit then the decision on spend will be taken by Cabinet.

Payment of Funds

- 3.10 The Council will ensure timely release of funds when invoices are received for satisfactorily completed works.

Monitoring

- 3.11 There is a requirement for FHDC, as the Charging Authority, to prepare an annual report detailing CIL receipts, balances and spend for each financial year. The progress on spends will be monitored and reported to the S106/CIL working group. All parish and town councils that are in receipt of CIL monies shall have to produce a similar annual report relating to their Neighbourhood Allocation.

4. CONCLUSION

- 4.1 Since the adoption of CIL in 2016, it has taken some time for CIL-liable developments to go through the planning process, be granted permission and for development to start on site – the point at which CIL is liable to be paid. However, CIL funds have begun to accumulate and the Council needs to put

in place a process for identifying priorities and allotting funds to particular infrastructure projects.

4.2 A draft CIL Governance Framework has been developed to set out this process clearly for Members and Officers of the council. The draft Governance Framework has been prepared by the Strategic Policy Officer with the close involvement and advice of legal, finance and development management specialists within the Council and also drawing on best practice from other authorities.

4.3 Members of Overview and Scrutiny Committee have considered the matter at meeting of 19th May 2020, and in endorsing the proposed governance framework they encouraged further dialogue between officers and representatives of town and parish councils relating to investment decisions to carefully consider how CIL funding is spent with the support of the District Council.

5. RISK MANAGEMENT ISSUES

5.1 A summary of the perceived risks to the Council is shown below:

Perceived Risk	Likelihood	Seriousness	Preventative Action
The proposed governance approach is not agreed, meaning no deployment of investment in accordance with the proposed governance arrangements	Low	Low	As governance arrangements for CIL do not need to be published for consultation or independent examination, if the governance framework is not agreed then operational aspects shall otherwise be put in place by the appropriate internal services.
KCC direct their proposed allocation of CIL receipts to projects not included within the IFS	Low	Medium	Maintaining close communication between officers of the district and county is a requirement of the IFS preparation. A Cabinet statement is to be prepared every 6 months to provide an update on CIL receipts received and expenditure, to include any spend by KCC.

6. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

6.1 Legal Officer's Comments (NE)

The governance arrangements will be implemented in accordance with the CIL Regulations 2010 as amended and will also take account of the Planning Practice Guidance.

The Council require an appropriate governance system to be in place in order to spend the CIL income collected for infrastructure needed to support the development in the District.

6.2 Finance Officer's Comments (SP)

There are no direct financial implications arising from this report.

6.3 Diversities and Equalities Implications (RB)

The proposed Governance Framework provides a transparent process to make clear decisions on infrastructure related projects being funded by CIL. These projects could include schemes to assist specific sections of our community, for example improving wheelchair accessibility in public spaces.

Under the Equalities Act 2010 the District Council has produced an Equality and Diversity Policy, which ensures that these decisions will be made fairly.

7. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

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

James Hammond, Strategy & Policy Senior Specialist

Telephone: 01303 853435

Email: James. Hammond@folkestone-hythe.gov.uk

Appendices:

Appendix 1. Draft CIL Governance Framework (dated March 2020)

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The Community Infrastructure Levy Governance Framework

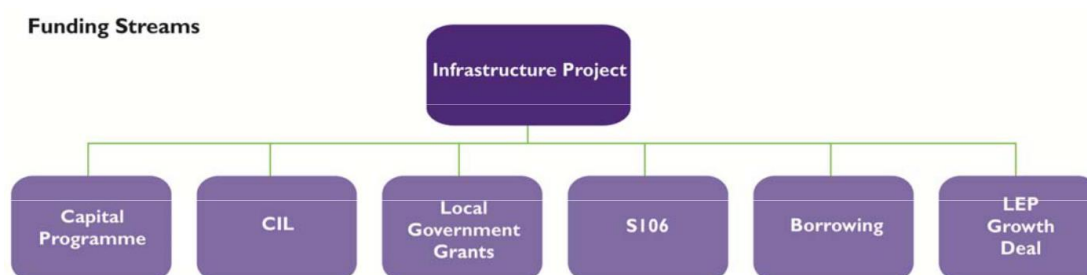
Folkestone & Hythe District Council

March 2020

Community Infrastructure Levy (CIL) Governance Framework and Funding Decision Protocol

1 Introduction

- 1.1 The introduction of the Community Infrastructure Levy (CIL) by Folkestone & Hythe District Council in August 2016 necessitates the development of governance arrangements for spending the money to be collected. This report is concerned with CIL administration and governance arrangements so as to ensure the collection and allocation of CIL monies (i.e. the deployment of CIL income) follows clear and appropriate processes.
- 1.2 Folkestone & Hythe District Council (F&HDC) is responsible for making the final decision on the allocation of funding raised through the Community Infrastructure Levy (CIL). The aim of the Governance Framework and funding decision protocol is to ensure the decision making process is transparent. Through it the Council will identify and agree priorities for the use of CIL.
- 1.3 The development of a detailed framework for Community Infrastructure Levy (CIL) expenditure for consideration and adoption by F&HDC is required as there is no set approach for CIL expenditure prescribed either by Central Government or through the CIL Regulations 2010 (as amended). As such, all Councils across the country where a CIL charging regime has been adopted and is being implemented have brought in their own schemes for how CIL monies are spent.
- 1.4 CIL is just one funding stream that can be used in conjunction with others to fund infrastructure projects. See examples of other funding streams in the diagram below.



- 1.5 Although the priority to date has been to devise the policy and set up processes to collect CIL, there is a need to formalise future governance arrangements for CIL spend/allocation.

2 Statutory Requirements

- 2.1 As a Charging Authority, F&HDC is responsible for determining CIL spend. The statutory guidance states that Charging Authorities should work closely with County/Town/Parish Councils in setting priorities on how CIL is spent.
- 2.2 Each year, 15% of CIL receipts will need to be spent on locally determined infrastructure in areas where development takes place – this is referred to

below as the 'Neighbourhood Allocation' (up to a maximum of £100 per existing Council Tax dwelling). This will rise to 25% for those areas with an adopted Neighbourhood Plan in place. At present St Mary in the Marsh is the only area in the district with an adopted Neighbourhood Plan in place.

- 2.2 A further 5% of CIL receipts can be retained by Charging Authorities for administrative costs. This apportionment is allowed for by the CIL Regulations, and will be used to cover the costs of monitoring payments, enforcing against non-payment and monitoring the delivery of infrastructure schemes. The CIL Charging Schedule must also be updated periodically to ensure that CIL charges keep pace with changing land values and development viability, and this requires consultation and independent examination, the costs of which will be paid for from the administrative income.

Prioritisation of CIL funds

- 2.3 The CIL Regulations stipulate that CIL monies which are collected must be spent on the provision, improvement, replacement, operation or maintenance of infrastructure¹ needed to support the development of the area. There is more freedom regarding the use of the Neighbourhood Portion which can also be applied to 'anything else that is concerned with addressing the demands that development places on an area'.
- 2.4 Spend of CIL receipts is intended to focus on the provision of new infrastructure and should not be used to remedy pre-existing deficiencies unless they will be made more severe by new development. CIL cannot be used to fund solutions to existing problems i.e. traffic calming/management or on repairs to existing infrastructure in an area that hasn't experienced housing growth.
- 2.5 Furthermore, it is important to recognise that CIL receipts can typically only be spent on capital projects, although associated revenue spending to maintain those capital items is also permissible. It can be used to increase the capacity of existing infrastructure or to repair failing infrastructure if that is necessary to support development. Funds may be released for project development work in advance of funds for specific projects, if necessary.
- 2.6 The Council is required to publish a list of infrastructure types that will be funded wholly or partially through CIL. This list, known as the "Regulation 123 List", was adopted by F&HDC and published in August 2016.

3.0 The 2019 CIL Regulations – implications for CIL going forward

- 3.1 Regulations laid before parliament in June 2019 proposed a series of changes to the way in which local authorities charge, collect and report on developer

¹ "Infrastructure" includes roads and other transport facilities, flood defences, schools and other educational facilities, medical facilities, sporting and recreational facilities, and open spaces. (S216, Planning Act 2008, as amended by Regulation 63)

contributions raised through section 106 and the Community Infrastructure Levy (CIL). Parliament officially approved the government's CIL and section 106 changes on 15th July 2019. The Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019 amend the Community Infrastructure Levy 2010 Regulations in England only and came into effect on the 1st September 2019.

- 3.2 The regulations introduce a requirement for councils to publish "infrastructure funding statements". These statements will replace existing Regulation 123 lists and should include details of how much money has been raised through developer contributions and how it has been spent. Statements must be published on local authority websites at least once a year. Councils will be required to publish their first statements by 31 December 2020.
- 3.3 The regulations state that the Infrastructure Funding Statement is to include details of how much money has been raised through developer contributions, both from CIL and section 106 planning gain agreements, and how it has been/is to be spent.
- 3.4 The Council considers that the requirement to prepare and annually publish an Infrastructure Funding Statement presents a real opportunity to work proactively with infrastructure providers and communities to set out in a clear and transparent manner the infrastructure that they have, and may be funding through CIL and section 106 planning obligations. The Ministry of Housing, Communities and Local Government (MHCLG) is to publish new guidance detailing how councils should produce their Infrastructure Funding Statement.

4.0 Monitoring and reporting of CIL income and spend

[CIL Annual Report](#)

- 4.1 There is a requirement for F&HDC, as the Charging Authority, to prepare an annual report detailing CIL receipts, balances and spend for each financial year. The progress on spends will be monitored and reported to the S106/CIL working group. All parish and town councils that are in receipt of CIL monies shall have to produce a similar annual report relating to their Neighbourhood Allocation. In the same fashion the County Council will be required to prepare an annual report relating to their allocation of 35% from the strategic pot.

[CIL receipts to date and forward income profile](#)

- 4.2 As of the end of the 2018/19 tax year (up to 5th April 2019), the Council had collected £0.295m in CIL receipts, broken down as follows:

2017/18	2018/19
£30,367.50	£265,575.18

In addition, following the close of the 2018/19 tax year, further receipts have been collected as follows:

2019/20*

£47,971.90 TOTAL: £343,914.58

*amount collected thus far in 2019/20 financial year

- 4.3 A further £2.5m of CIL receipts are expected from development which has been granted planning permission, but the consent has not yet been implemented to trigger the CIL payment. Up to a further £7m is expected from sites that are proposed to be allocated within the Places and Policies Local Plan (PPLP), which is timetabled to be adopted in early 2020. A number of sites that benefit from a proposed allocation in the PPLP have already been granted planning consent and are coming forward to implementation.
- 4.4 For residential development, based on the projected growth and approximate timing of delivery outlined by the Core Strategy Local Plan, it is currently estimated that in the region of £9 million could be from CIL income over the plan period of the Places and Policies Local Plan to 2031. Although the plan period of the Core Strategy Review is up to 2037, as the three sites proposed to be allocated within the Core Strategy Review shall be exempt from CIL in accordance with the revised Charging Schedule (two sites at Sellindge and the new garden settlement), it is only possible to profile sites from the Places and Policies Local Plan to 2031.
- 4.5 These figures are broad estimates based on an average floor area for new dwellings, and affordable housing in accordance with the prevailing policy requirement. CIL receipts will be affected by a number of other factors, which are more difficult to forecast, such as pace of development, CIL relief for self-build dwellings and windfall development.

5.0 Proposed governance arrangements for the spend of CIL

- 5.1 This is the first Governance Framework that F&HDC has prepared. The requirements are designed to ensure:
- Fairness in the allocation of CIL funds between different areas of the district and different demands for spending;
 - The best use of resources, taking into account other potential sources of funding;
 - Openness in decision-making; and
 - Accountability.
- 5.2 The Council will review the process in future years based on stakeholders' experience and to reflect best practice developed by other charging authorities.
- 5.3 The process begins with the gathering of information, as detailed below:
- If timely to do so, update the Infrastructure Delivery Plan in accordance with the requirements of the Local Plan
 - To collate data to inform projections of the likely amount of CIL available for allocation to infrastructure projects

Proposed allocation of CIL receipts to Kent County Council

- 5.4 The District Council acknowledges the crucial role played by the County Council in the delivery of key strategic infrastructure. Indeed, charging authorities must consult and should collaborate with the County Council in setting the levy and should work closely with them in setting priorities for how the levy will be spent in 2-tier areas. Collaborative working between County Councils and charging authorities is especially important in relation to the preparation of infrastructure funding statements (see Schedule 2 introduced by the 2019 Regulations) bearing in mind the potential impact on the use of highway agreements by the County Council and the timely delivery of schools.
- 5.5 Under the proposed governance arrangements the District Council is pledging to assign 35% of CIL receipts from the strategic pot to Kent County Council in order to enable KCC to spend this proportion of the receipts in accordance with their own priorities.
- 5.6 A requirement of the proposed governance arrangements is that the County Council's priority infrastructure schemes shall be recorded within the Infrastructure Funding Statement; the associated spend of CIL receipts by the County Council must be in accordance with the prioritisation of CIL funds, as detailed under paragraphs 2.4 and 2.5; and the County Council will be required to prepare and submit annual reports to the District Council to profile the total amount of CIL receipts held and where there has been draw-down to deliver associated infrastructure.
- 5.7 It is proposed that the component allocation of 35% will be transferred to the County Council every 6 months, that being the 31st March and 30th September of each calendar year.

Scheme prioritisation through reference to the Infrastructure Funding Statement

- 5.8 As the District Council is to prepare an IFS in conjunction with the County Council, and other stakeholders, the scheme prioritisation process for the allocation of CIL spend is to cross-reference the IFS once this document has been prepared and has been endorsed by the District Council.
- 5.9 Decisions to be taken by the District Council on spend of CIL receipts from the strategic pot would be taken in accordance with the IFS priorities and through the involvement/discussions between the Planning Policy team which leads on preparation of the IFS one of the following Directors, depending on the directorate area where a particular project falls:
- Director of Place
 - Director of Housing and Operations

- Director of Development
- 5.10 The proportionate component of the strategic CIL monies to be managed by F&HDC is to be divided by service function under the leadership of each of the Director positions cited above.
- 5.11 In terms of reporting, it is proposed that a Cabinet statement is prepared every 6 months to provide an update on CIL receipts received and expenditure.

Interim arrangements for allocation of District Council spend

- 5.12 In the intervening period until the IFS has been prepared the District Council proposes to allow delegated authority to a named Director (from those listed under paragraph 5.9) in consultation with the Cabinet Member for Finance (to ensure Member oversight for any investment decisions made) up to a specified financial limit of £50,000 on any single project to be CIL awarded funding.
- 5.13 Under interim arrangements it is expected that the allocation of CIL funding up until the end of December 2020 is to be in general conformance with the Regulation 123 list, although it is recognised that as the December 2020 deadline for abolition of the Regulation 123 list approaches delegated authority for the spend of CIL monies up to the capped amount of £50,000 will increasingly be made in accordance with those projects referenced within the emerging IFS.

Payment of Funds

- 5.14 The District Council shall ensure timely release of funds when invoices are received for satisfactorily completed works. If the body awarded funding does not satisfactorily demonstrate spend within five years of receipt, or does not spend it on initiatives that support the development of the area, the Charging Authority may require it to repay some or all of those funds to the Charging Authority (refer to CIL Regulation 59E(10) for details).

Further information

- 5.15 If you have any questions about the operation of this framework, further guidance is available on the council's website. Alternatively you can contact James Hammond, Strategic Policy Officer (James.Hammond@folkestone-hythe.gov.uk).

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This Report will be made public on 16 June 2020



Report Number **C/20/15**

To: Cabinet
Date: 24 June 2020
Status: Non key
Responsible Officer: Ewan Green, Director of Place & John Bunnett, Director of Development
Cabinet Member: Councillor David Wimble, Cabinet Member for the District Economy & Councillor John Collier, Cabinet Member for Property Management & Grounds Maintenance

SUBJECT: ROMNEY MARSH EMPLOYMENT HUB (Land at Mountfield Road Industrial Estate, New Romney)

SUMMARY: This report seeks authority to accept a grant offer from the Nuclear De-commissioning Authority (NDA) and to agree the transfer of land into joint ownership with the joint venture partners, East Kent Spatial Development Company (EKSDC), which will enable the construction of a business centre at Mountfield Road Industrial Estate, New Romney to proceed as approved by Cabinet in September 2019 (C/19/22).

The project will make an important contribution to the Council's Covid 19 economic recovery plans and its development will assist the resurgence of the construction sector which usually leads the way out of recession.

REASONS FOR RECOMMENDATIONS:

The grant application to the NDA has been successful and approval is sought to accept the grant offer. Cabinet approved a joint venture with EKSDC and delegated authority to the Director of Development to agree terms which have resulted in the principle that if each party is contributing equally, the completed development should be owned jointly including the land.

RECOMMENDATIONS:

- 1. To receive and note report C/20/15.**
- 2. To authorise acceptance of the offer of a capital and revenue grant contribution from the NDA for a business centre at Mountfield Road Industrial Estate, New Romney as outlined in Appendix 1.**
- 3. To approve the transfer of land for the business centre at Mountfield Road Industrial Estate, New Romney (as outlined in red on the plan at Appendix 2) into the joint ownership of the Council and EKSDC as part of a joint venture agreement.**

1. BACKGROUND

- 1.1 In September 2019, Cabinet approved the development of a business centre at Mountfield Road Industrial Estate, New Romney by means of a joint venture with East Kent Spatial Development Company (EKSDC) which is a local authority owned regeneration company (C/19/22).
- 1.2 It was agreed that the Joint Venture should be on the basis that the development costs of £1,970,000 would be met by the Council and EKSDC each contributing £735,000 and a £500,000 grant would be sought from the Nuclear De-commissioning Authority (NDA) Socio-economic programme. The Cabinet delegated authority to the Director of Development to agree other terms and conclude a joint-venture legal agreement with EKSDC.
- 1.3 Heads of Terms have been agreed with EKSDC (Appendix 3). A legal agreement to effect the joint venture has been drafted by the Council and the EKSDC Board is expected to take a decision at its Board meeting on 23 June 2020.
- 1.4 The Council's contribution is part cash and part land value to total £735,000. As EKSDC would be making a cash contribution of £735,000, it is proposed the land would be transferred into the joint ownership of the Council and EKSDC when construction of the business centre is completed. (Cabinet approved the Council's cash contribution be funded from the 2019/20 Kent Business Rate Pilot budget).
- 1.5 In March 2020, the NDA Board approved a grant application for £705,238 towards the construction and operational costs of the project. A written offer was received in April and formal acceptance is now required.
- 1.6 Approval is therefore required to accept the grant offer from the NDA and for the transfer of the development site into joint ownership of the Council and EKSDC as part of the joint venture agreement.
- 1.7 The project will make an important contribution to the Council's Covid 19 economic recovery plans and its development will assist the resurgence of the construction sector which usually leads the way out of recession. Local contractors will be made aware of the opportunity to tender as use of local supply chains can generate additional economic benefits.

2. TRANSFER OF LAND

- 2.1 Cabinet (C/19/22) delegated authority to the Director of Development to conclude a joint venture agreement with EKSDC.
- 2.2 Both EKSDC and the Council are putting in equal funding so that each will have an equal interest in the completed development. EKSDC's contribution will be cash, but part of the Council's contribution will be 'in kind' to take into account the value of the Council-owned development site. The site, edged red in Appendix 2, was valued at £164,500 in October 2018.

- 2.3 Consequently, the remaining term of the JV which requires Cabinet approval relates to the Council land interests. It is proposed that the equal contribution of EKSDC and the Council to the project be reflected in a joint interest in the completed development and related land. This will require the transfer from sole Council ownership into joint ownership with EKSDC.
- 2.4 Given the experience of EKSDC in commissioning and operating business centres, the JV proposes EKSDC undertake the procurement, management of the construction contract and subsequent operation of the business centre.
- 2.5 The Council will be responsible for managing the NDA grant requirements including making payments to EKSDC and seeking re-imburement from the NDA.
- 2.6 An outline of the JV terms can be found at Appendix 3 for information.

3 NDA Grant

- 3.1 The Cabinet meeting in September 2019 required 'that a grant contribution be sought from the Magnox Socio-economic Fund towards the cost of the new business centre' (C/19/22)
- 3.2 A grant application was submitted for £705,238 in December 2019 and approved by the NDA in March 2020.
- 3.3 The grant offer includes a capital contribution of £500,000 towards the construction costs of the business centre and related off-site works.
- 3.4 The remaining grant of £205,238 is to fully cover the cost of a business advisor being on site for four years starting immediately the business centre opens. The business advisor would be employed by EKSDC with Council involvement/guidance.
- 3.5 The NDA offer, terms and grant agreement can be found at Appendix 1. Outputs from the project are to be finalised but will align with those put forward in the grant application submitted by the Council. There is also a requirement to agree all Press releases with the NDA and a programme of possible PR opportunities over the next 18 months has been submitted for approval and, at some stage, will involve naming the building. Other terms are manageable but reference will be made to Covid 19 and the potential impact on timescales.
- 3.6 Authority is therefore sought to accept the offer and sign the grant agreement.

4 Timescales

- 4.1 A decision by EKSDC on the JV agreement is expected to be reached at its Board meeting on 23 June 2020.

- 4.2 Subject to the approval of the recommendations in this report, it is intended to have the joint venture agreement concluded by the end of June.
- 4.3 Some initial joint publicity about the project with the NDA and EKSDC can follow shortly thereafter.
- 4.4 An updated programme for the tendering and construction phase is at Appendix 4 and is based on the NDA grant offer and joint venture being concluded by 30 June.
- 4.5 It is uncertain how Covid 19 might impact the project and affect timescales (e.g. if there is a need to resume a full lockdown).

5. CONSULTATION

- 5.1 The proposal and grant application has been supported by the Folkestone & Hythe Accelerated Delivery Board and Romney Marsh Partnership.
- 5.2 Consultation has taken place with property advisers to gain informal advice about market conditions. It seems likely to be Autumn and the ending of lockdown arrangements when firmer views about the market conditions will be discernible. However, a view is that demand for large offices in central city locations is likely to be disproportionately affected and demand for smaller scale business space will bounce back in about 12 months. This seems to align with the experience of EKSDC which is reporting a resumption of interest in its business premises.

6. RISK MANAGEMENT ISSUES

- 6.1 There is risk management involved in this issue

Perceived risk	Seriousness	Likelihood	Preventative action
EKSDC Board does not approve the JV	High	Low	Continuing dialogue with the CEO of EKSDC to develop a JV which reflects common interests in regeneration.
Covid 19 impacts on demand for business units and income	High	Medium	Risks mitigated by: <ul style="list-style-type: none"> - NDA grant contributing to operational costs in first 4 years (not reflected in financial plan) - Providing cellular space which may become more popular - Business Advisor on site to

			<p>promote the business centre</p> <ul style="list-style-type: none"> - Pro-active PR programme with funding partners to raise profile of centre during construction phase prior to opening.
Covid 19 increases construction costs	High	Medium	Open competitive tendering used. Scheme revised to budget.

7. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

7.1 Legal Officer's Comments (NE)

There are no legal implications.

7.2 Financial Officer's Comments (LW)

The grant funding to be received is in line with that previously outlined in the approved Cabinet report in September 2019 (C/19/19). Advice has been obtained on the VAT implications and expenditure relating to the grant will be reported as part of the in-year capital monitoring reports. The appointment of a business adviser will be carried out in accordance with EKSDC recruitment procedures.

7.3 HR comments (RB)

There are no direct human resource implications emanating from this report.

8. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

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

Graham Hammond (Economic Development – Senior Specialist)

Telephone: 07841 801050

Email: graham.hammond@folkestone-hythe.gov.uk

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

APPENDICES:

1. NDA Grant Offer
2. Development site plan
3. Heads of Terms for JV
4. Updated timescales for construction

APPENDIX 1

NDA GRANT OFFER, TERMS AND ACCEPTANCE FORM



David Peattie | Chief Executive Officer

Herdus House | Westlakes Science and Technology Park Moor Row | Cumbria, CA24 3HU
T +44 (0)1925 802010 | david.peattie@nda.gov.uk | www.gov.uk/nda

Mr Graham Hammond
Senior Specialist (Economic Development)
Folkestone & Hythe District Council
Civic Centre
Castle Hill Avenue
Folkestone
Kent
CT20 2QY

Our Ref: CEO(20)-0037

17 April 2020

Dear Graham,

Re: Romney Marsh Employment Hub – Stage 1

I am pleased to confirm that the NDA has approved a maximum of £705,238 over 5 years, towards the total project cost of £2,175,238 for the Romney Marsh Employment Hub – Stage 1 project.

The NDA understands that the funding will be used for construction costs, to pay for a Business Advisor and office equipment, and to finance business events and revenue costs.

The NDA's financial contribution will be capped at £705,238 and will be released in annual instalments subject to the Magnox socio-economic team:

- Agreeing measures in line with the NDA's Themes, Outcomes & Measures (TOMS).
- Receiving written confirmation of match funding secured before any funding can be released.
- Implementing Yearly gate reviews.

Annual NDA Funding

Year 1 £400,000 in 2020/21, Year 2 £159,446 in 2021/22, Year 3 £45,902 in 2022/23
Year 4 £49,250 in 2023/24, Year 5 £50,640 in 2024/25

The NDA assumes that it will be informed of any material changes to plans for, or results of expenditure. A change will be deemed material if it exceeds 5% (£35,261) of the grant. The NDA reserve the right to withdraw funding at any time if performance is deemed unsatisfactory.

Respected. Included.
Performing at our Best.



RESPECT • OPENNESS • COLLABORATION
PERFORMANCE • CREATIVITY



David Peattie | Chief Executive Officer

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T +44 (0)1925 802010 | david.peattie@nda.gov.uk | www.gov.uk/nda

Corporate Governance

The NDA expects to see evidence of robust corporate governance in place to manage the project and receive quarterly progress reports, detailing achievements against the measures agreed at the beginning of the project.

Claw back option

The NDA reserves the right to claw back the full amount should the work not be completed within this period. In addition, should the early elements of the work show that the project has limited potential, the unspent monies granted by the NDA will be repaid.

Publicity

Please ensure that you publicly acknowledge the NDA socio-economic contribution when issuing any press or PR material relating to the Romney Marsh Employment Hub, Stage 1 as well as including the NDA logo on any publicity material generated. We also require you to collaborate with the NDA on any press releases or other publication material relating to NDA's decision to fund this project.

As you would expect, all our funding is subject to the requirement of managing public money, so we would also require you to adhere to our terms and conditions for grant payments set out in Annex A (also attached).

Yours sincerely,

David Peattie
Chief Executive Officer

CC:

- Damian Collins MP
- Andrew van der Lem, Head of Government Relations, NDA
- Jonathan Jenkin, Stakeholder & Socio-Eco Manager, NDA
- Haf Morris, Socio-Economic Lead- England, Magnox Ltd
- Nigel Monckton, Head of Corporate Communications, Magnox Ltd



RESPECT • OPENNESS • COLLABORATION
PERFORMANCE • CREATIVITY



ANNEX A

Core Terms and Conditions of NDA Grant

(Please see end of document for ACCEPTANCE FORM)

Award of Grant

1. The grantee shall ensure that it abides by these Terms and Conditions for the receipt of grant. These terms and conditions apply only to the funds provided for this project.
2. The statutory basis for funding is under Section 10 of the Energy Act 2004.

Use of and Eligibility for Grant

3. Any grant aid awarded shall be used only for the purposes approved in the letter making offer of grant aid. Those approved purposes may, however, be modified by agreement between the grantor and the grantee. All expenditure is considered ineligible unless it arises from the approved purposes; is consistent with all terms and conditions of the grant; or prior agreement has been reached between the grantor and the grantee.
4. Any misrepresentation, including concealment or withholding of relevant information, by the grantee in its application for grant aid and for the subsequent duration of the period of grant award may be treated as a failure to comply with these terms and conditions.

Period of Award

5. The award of grant shall not be deemed to imply any guarantee that grant will be awarded for any further period.
6. The grantor reserves the right to terminate this agreement upon written notice to the grantee. Reasonable notice of termination would be given and arrangements for the transfer or cessation of the work would take account of the grantee's contractual obligations. In the event of the agreement being terminated, the grantee will be required to repay the grantor any grant which has not at the date of termination been spent for approved purposes.

Grant Management and Monitoring Arrangements

7. The grantor and the grantee will agree at the outset target action milestones and related target dates ("performance indicators") against which progress in working towards achieving the purposes of the grant scheme set out in the offer letter can be measured.
8. The grantee will nominate a named officer to act as the principal liaison officer on grant scheme matters. The grantee will inform the grantor immediately of any change in principal liaison officer. The grantor will likewise inform the grantee of any change in its grant scheme manager.



9. The grantee shall monitor the progress of each project to ensure that: targets are being met and on time; the grant is being spent for agreed purposes; financial controls are adequate; the grantee's management is satisfactory and complies with these terms and conditions; and there are early warnings of performance falling short of expectations.
10. The grantee shall submit to the grantor a progress report showing the extent to which agreed objectives set out in the grant offer letter are being progressed. Unless specified otherwise in the offer letter, the grantee shall submit this report on a quarterly basis and when requested by the grantor. The report will also reveal any shortfall in performance against expectation, identify reasons for the shortfall in performance and include details of the remedial measures that the grantee has put in place. The progress report must be signed by the principal liaison officer.
11. Approval must be sought in advance from the grantor for any changes to performance monitoring indicators, to planned timetable or to related expenditure profiles agreed between the grantee and the grantor.

Additional Information

12. The grantee shall provide the grantor with such other information as to its activities or proposed activities and as to its use or proposed use of all or any part of grant funding, as the grantor may from time to time require. The grantor shall be entitled to use this and all information supplied to it by the grantee relating to the grant aid, as it deems fit. Such information shall, if so requested by the grantor, be certified by the project manager or another official of the grantee organisation that the grantor may consider appropriate in all the circumstances.

Relationship with Third Party "Partner Organisations"

13. The grantee, as the accountable organisation, shall ensure that the relationship between all partner organisations is fully documented and sets out:
 - the role and functions each organisation will undertake in progressing the project;
 - clearly defined outcomes relating to their involvement underpinned by target milestones and related dates (performance measures) that need to be achieved;
 - the lead responsible officer within each organisation who will be responsible for reporting and verifying progress against the performance measures; and,
 - arrangements for the submission of requests for payment to the accountable authority, supported by appropriate assurances on progress against targets agreed between the accountable authority and the partner organisation.
14. The grantee must satisfy its self that arrangements are in place to ensure that they are consulted in advance on any significant changes to the planned performance monitoring indicators or timetable and related expenditure profiles agreed with the partner organisation.



Third Party Expenditure

15. The grantee, as the accountable body, is responsible for ensuring that grant funding is used for approved purposes, including where expenditure is incurred by or grants are paid to third parties under lawful arrangements made with the grantee under the grant scheme. In order to properly complete and certify [quarterly/half-yearly/annual] claims the grantee must have in place systems and procedures to satisfy itself, its auditors and the grantor that only eligible expenditure is included in the quarterly claims and in the annual out-turn of expenditure. Such arrangements may include, for example, obtaining independently certified statements from third parties certifying the eligibility of expenditure; a payments monitoring system during the year (supported by appropriate prime records; a system of spot checks of third party records). The appropriate method used should be considered on a case-by-case basis according to the nature, volume and value of the transactions with individual partner organisations.

Capital Grant Related Provisions.

16. "Capital" means spending on the purchase or creation of assets that are expected to be used for a period of at least one year. It includes the purchase of buildings, equipment and land.

17. The prior approval of the grantor must be sought before any change of use for assets that have been purchased in whole or in part under this grant scheme.

18. The grantee shall not raise a mortgage or other charge on assets purchased under the grant scheme without obtaining the prior approval of the grantor.

19. Where an asset or an interest in an asset purchased under the grant scheme is subsequently disposed of or ceases to be used for the approved purpose for which it was obtained, the grantee shall notify the grantor. If the grantor then so demands, the grantee will repay to the grantor the full market value of the asset as at the date of disposal or cessation of approved use, or such lesser sum as the grantor in its absolute discretion may deem to be a fair proportion of the market value.

20. The grantor reserves the right to take possession of all assets purchased in whole or in part under the grant scheme at its termination. The grantor will pay an appropriate amount, as agreed with the grantee, should it exercise its discretion in respect of assets only partly acquired from grant funding.

21. Agreement should be sought from the grantor before any publicly funded asset is used to generate income.

Insurance

22. The grantee shall ensure that it takes all reasonable steps to insure against any risks that may arise in connection with any property or any activity undertaken that is grant-aided in whole or in part under the scheme. This includes any loss or personal injury to grant-aided staff undertaking those activities. The grantor shall reserve the right to require the grantee to submit for inspection any relevant documents relating to insurance policies. The grantor is not in any way liable for any contingency involving property or activities for which it has provided grant aid in whole or in part; responsibility for any such contingencies should lie entirely with the grantee, which should be covered for all eventualities by taking out satisfactory insurance policies.



Other Sources of Funding

23. The grantee shall ensure that any required match funding is in place to ensure the success of the scheme. Written confirmation that match funding is in place may be submitted by the grantee to the grantor at any time on request by the grantor.

Publicity

24. The grantee shall acknowledge, through the inclusion of appropriate wording (on press releases) and branding (on publicity, communication materials and signage), the contribution made to its activities by the grantor. **Please contact the NDA to discuss and agree for clearance prior to any announcements or releases being made.**

25. It is a condition of this grant that the grantor requires the grantee to display on public view temporary signage acknowledging the grantor's contribution on building works in progress and a permanent sign on completion of the project.

Party Political Purposes

26. The grantee shall ensure that no part of the grant shall be used for party political purposes and that no aspect of the grant-aided activities shall be party political in intention, use or presentation.

Equal Opportunities

27. The grantor requires all recipients of grant aid to ensure that they apply a policy of equal opportunities as employers, as users of volunteers, and as providers of services, regardless of race, gender/gender identification, sexual orientation, religion and belief, age or as far as is practicable, any disability.

Restrictions on the liability of the grantor

28. The grantee shall not (and shall ensure that all members of its organisation do not) represent the organisation in such a way, say or do anything that might lead persons to believe that the grantee is an agent of the grantor or that the grantor is responsible for any liability of the grantee. Nothing in the terms and conditions of grant shall impose any liability on the grantor in respect of any liability incurred by the grantee to any other person or entity.

Variance in Grant

29. Unless included in the initial approval, the level of grant awarded will not be adjusted to take account of pay and price changes during the life of the approved scheme/project.



Procurement

30. The grantee shall comply with its own standing orders and arrangements for the purchase of goods and services. The grantor will expect the grantee to take all reasonable steps to ensure the best value for money attainable from grant funding through the procurement of goods and services open competition.

Maintenance and Retention of Records

31. The grantor expects grantees to ensure adequate financial controls are put in place to safeguard public funds: e.g. to ensure segregation of duties, maintain proper books and records, bank accounts requiring two signatures and retention of supporting documentation for audit purposes.
32. The grantee shall ensure that it retains all books of accounts and such other documents or records relating to the scheme/project. Books of account and related financial records shall be retained for a period of 10 years from the end date of the grant scheme. Other documents and records shall be retained for six years.

Payment Procedures

33. Payments shall be made once a fully evidenced claim form has been returned to the grantor. Payments will be made in arrears only and on a quarterly basis, unless specified otherwise in the offer letter.

Payment made in advance

34. The grantor will not normally make payment of grants in advance of need. Grantees have to demonstrate clearly the rationale for the receipt of payments in advance.

Payment made in arrears

35. The grantee shall make a claim for payment on a quarterly basis on the enclosed form which requires disclosure of the actual eligible expenditure in the period covered, the estimated out-turn for the next period and the following period.
36. Where grant is payable by instalments, payment of any instalment may be withheld if the grantee fails to satisfy the grantor that it will be used solely for the approved purposes or if the grantor consider that any of the other terms and conditions are not being fulfilled.

Accounts

Voluntary (including charitable) Organisations

37. All grantees will submit to the grantor, by 30th September following each financial year covered by grant aid, two copies of their audited accounts with the Foreword and Balance Sheet signed and dated (by two trustees in the case of a grantee with charitable status).
38. The accounts should comprise:-



- a statement of Financial Activities;
- a separate Summary Income and Expenditure Account in addition to the Statement of Financial Activities if the charity is required to prepare accounts in accordance with the Companies Act or similar legislation;
- a Balance Sheet;
- a Cashflow Statement, as applicable; and
- notes to the accounts.

39. All accounts shall clearly identify all grantor grants, and any grants received from other government departments, during that financial year. If the accounts do not identify separately grantor funding, the grantee should provide an income and expenditure account certified by the finance officer confirming the level of grantor funding and its expenditure.

40. For grantees with total income or gross expenditure of less than £10,000, accounts which may be prepared on an accruals (income and expenditure) or cash (receipts and payments) basis, should be supported with a statement that the grant was spent in accordance with the specified purpose. The grantee should also be aware that any future award of grant and/or payment would be dependent on the accounts being received by the specified date.

Underspend of Grant

41. The grantee shall notify the grantor as soon as possible if and when underspend of grant is likely to arise or has arisen. The grantor may, at its discretion and in accordance with the powers under which the grant is paid, approve the use of the underspend for other beneficial purposes. Such approval is especially likely to be given where the underspend arises due to improved effectiveness or efficiency in the management of resources. Approval is not likely to be given where it is due to the delayed start of a grant aided activity.

Recovery/Clawback

42. The grantor reserves the right at any time to recover the grant, in whole or in part, to the extent that it is not used for eligible purpose(s) or if the grantor considers that any other terms or conditions of the grant are not being fulfilled.

43. If the grant is not spent for the eligible purpose(s) during the financial year to which it relates, the unspent amount may be recovered by the grantor during or at the end of that financial year and/or may be taken into account in determining the amount of grant aid to be paid in the following financial year.

44. If the grantee is wound up or goes into liquidation (including being subject to any administration order), receivership, bankruptcy, enters into any compromise or other arrangement of its debts with its creditors, or is likely, in the view of the grantor, to become unable to pay any of its debts then, on the occurrence of any of those events, the grantor shall be entitled to recover forthwith from the grantee the grant paid and no further monies shall be due or payable by the grantor to the grantee or to anyone acting for or on its behalf or in its name. Any references to the amount of grant paid or to be paid to the grantee shall be deemed to mean and to be limited to the amount of money actually paid to the grantee by the grantor at the time that any of the events referred to above occurs.



Access

Grantor

45. The grantee shall, without charge, permit any officer or officers of the grantor, at any reasonable time, to visit its premises and inspect any of its activities and/or examine and take copies of the grantee's books of account and such other documents or records that in officers' view may relate in any way to the use of grant by the grantee. This condition is without prejudice and subject to any other statutory rights and powers exercisable by the grantor or any officer, servant or agent thereof.

Material Change in Financial Status

46. If during the financial year or during the audit of accounts relating to that financial year the grantee becomes aware of a material deterioration in its financial circumstances (for instance a deficit on its income and expenditure account; a significant reduction in the value of its asset base; or a cash flow problem) it should inform the grantor immediately. It should also inform any other bodies providing the grantee with public funds. In the event of a failure by the grantee to inform other such funding bodies, the grantor reserves the right to communicate the information itself in order to protect the interests of taxpayers.

Breach of Terms and Conditions

47. If the grantee is in breach of any of the above terms and conditions or those set out in the grantor letter making the offer of grant, the grantor shall forthwith be entitled to recover all or any grant already paid and to withhold, whether temporarily or permanently, any grant not yet paid; save that where the grantor considers that the failure by the grantee is one capable of rectification to its satisfaction then before the grantor recovers any grant it shall first serve on the grantee a notice in writing specifying the nature of the failure and the steps required of the grantee to rectify it, and the time allowed to rectify the failure.



Privacy Notice for Government Grants

This notice sets out how we will use your personal data, and your rights. It is made under Articles 13 and/or 14 of the General Data Protection Regulation (GDPR).

1. Your Data

The purpose for which we are processing your personal data is in relation to the **Romney Marsh Employment Hub Stage 1**.

The data you supply will be stored in Livelink the NDA's electronic filing system and we will process the data for the purpose of managing the Government Grant.

2. The purpose for which we are processing your personal data

The purpose for which we are processing your personal data is in relation to the **Romney Marsh Employment Hub Stage 1**. We will process the data in accordance with the guidance set out in the Government Functional Standard for General Grants. The Government Functional Standard for General Grants facilitates the recording and reporting of grant information across government, providing accurate data to enable departments to manage grants efficiently and effectively, while actively reducing the risk of fraud.

3. The data:

We will process the following personal data:

- Name
- Title
- Mailing address
- Phone
- Organisation
- Email
- Role
- Bank details

4. Legal basis of processing

The legal basis for processing your personal data is that processing of this data is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller. In this case that is our functions in relation to government grants, and the need to have a cross-government database to reduce fraud and make available transparency information about the award of government grants.

5. Retention

Financial records shall be retained for a period of 7 years from the end date of the grant scheme.



6. Your Rights

You have the right to request information about how your personal data are processed, and to request a copy of that personal data.

You have the right to request that any inaccuracies in your personal data are rectified without delay.

7. Complaints

If you consider that your personal data has been misused or mishandled, you may make a complaint to the Information Commissioner, who is an independent regulator. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, or 0303 123 1113, or casework@ico.org.uk. Any complaint to the Information Commissioner is without prejudice to your right to seek redress through the courts.

8 Contact Details

The data controller for your personal data is the Nuclear Decommissioning Authority.

You have the right to request that any incomplete personal data are completed, including by means of a supplementary statement.

You have the right to request that your personal data are erased if there is no longer a justification for them to be processed.

You have the right in certain circumstances (for example, where accuracy is contested) to request that the processing of your personal data is restricted.

You have the right to object to the processing of your personal data.



GRANT ACCEPTANCE FORM

FOR COMPLETION BY THE GRANTEE

Project Name: ROMNEY MARSH EMPLOYMENT HUB STAGE 1

Organisation Name: FOLKESTONE AND HYTHE DISTRICT COUNCIL

I have read and fully understand the terms and conditions set out above and in the offer letter. On behalf of the above named organisation, I accept the grant award and all the conditions on which it is offered.

Signed:

Name:

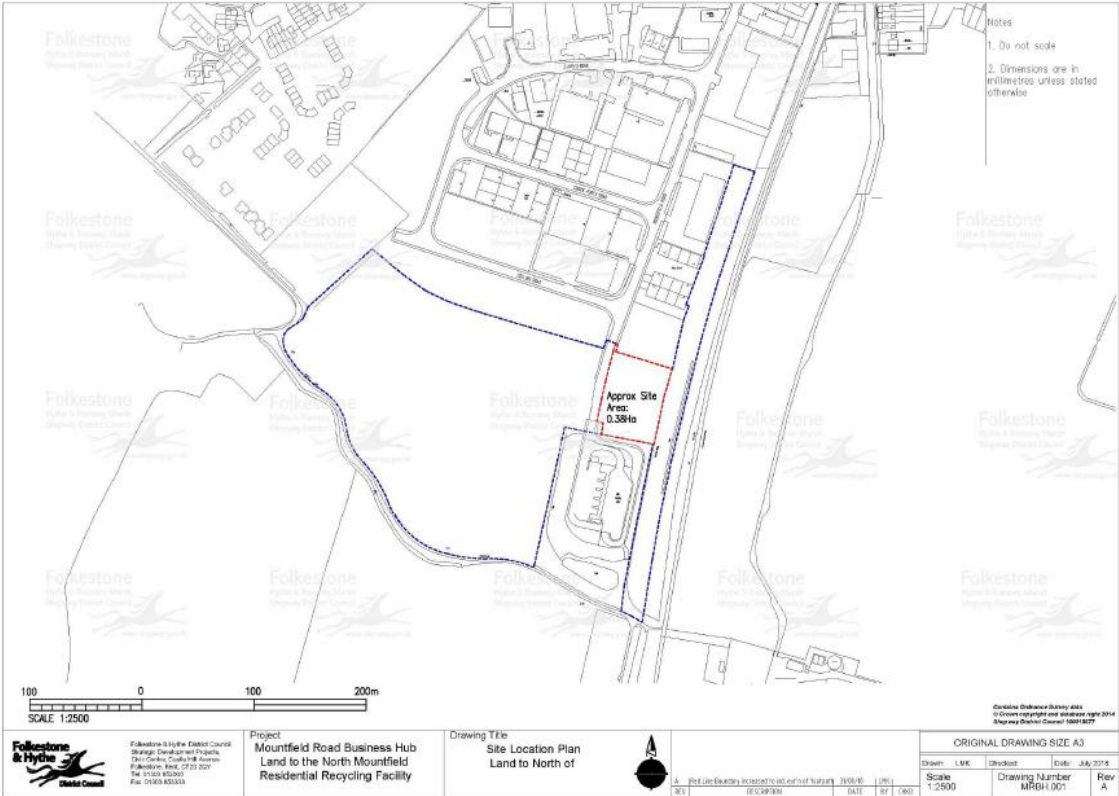
Position:

Organisation:

Date:

APPENDIX 2

PLAN OF SITE TO BE TRANSFERRED TO COUNCIL & EKSDC JOINTLY (Site outlined in red)



APPENDIX 3

HEADS OF TERMS DEVELOPED WITH EKSDC

Land interests	<ol style="list-style-type: none"> 1. Council owned land valued at £164,500 (EKSDC to complete own valuation). 2. Contractual Joint Venture with EKSDC 3. 100% of the land transferred into joint ownership of FHDC and EKSDC (eg. by 2 parties holding land as tenants in common). 4. Consideration payable by EKSDC to be determined. Potential to be nominal and capital cash contribution of FHDC reduced by the land value.
JV objectives	<ol style="list-style-type: none"> 1. To create 220 jobs in the ten years after the business hub first becomes tenanted. 2. Increase market confidence to invest in the area. 3. Optimise return on investment made for EKSDC and FHDC. 4. Development to achieve good environmental standard. 5. Such other objectives as determined by any grant award to the scheme.
JV partners' financial commitments	<ol style="list-style-type: none"> 1. Grant contribution secured by FHDC from Magnox/NDA Socio-economic Fund to make the project viable. 2. Less any grant funding, EKSDC and FHDC each contribute 50% of the remaining construction costs. 3. Contributions by FHDC and EKSDC limited to £735,000 each (including land value) unless otherwise agreed. 4. EKSDC will procure and manage the construction of the business hub and pay all professional fees and contractor stage payments. 5. EKSDC will seek re-imburement from FHDC of the share of the above costs attributable to FHDC and NDA with full supporting bills agreed by the Employer's Agent. 6. FHDC will be responsible for seeking re-imburement from the NDA.
Grant	<ol style="list-style-type: none"> 1. FHDC to agree outputs and outcomes with EKSDC and NDA. 2. FHDC to manage all grant funding arrangements with NDA.

	<p>3. The JV to comply with the terms and conditions of the NDA grant.</p>
JV returns/surpluses	<p>1. EKSDC will be entitled to retain rental and other income to cover operating costs of the business centre.</p> <p>2. The income retained should not exceed 63% of gross rental income in any financial year other than the first year (when building up towards full occupancy) or otherwise by agreement with FHDC.</p> <p>3. Year-end performance assessed by EKSDC & FHDC jointly and decision made on distribution of any surplus.</p>
JV decision-making/governance	<p>1. Key stages of the procurement and contracting of the business hub to be led by EKSDC with FHDC involvement at all key stages.</p> <p>2. Operationally, EKSDC to provide management reports on a quarterly basis indicating space let, duration, income generated, rental levels achieved, SIC code for each business and number of employees.</p> <p>3. For the purposes of GDPR, FHDC and EKSDC to be joint data controllers.</p> <p>4. There will be at least four meetings each year. One will be to review half-year performance and review the business plan for the ensuing year including financial targets, marketing focus and job outcomes required. Another will be to review the annual performance for the completed year.</p> <p>5. FHDC may require EKSDC to meet at other times to review any matters relating to the management of the hub and potential for future expansion.</p>
Exit	<p>1. The JV to be for a period of 30 years, extendable by mutual consent.</p> <p>2. No party may dispose of its interest without the other's consent.</p> <p>3. When disposal of one party's interest is agreed, the other party will have the exclusive right to acquire this interest at open market value. Where this 'exclusive' right is not taken up, an interest may be marketed and any disposal agreed between the two parties.</p>

	<p>4. Where with parties' exit is through involuntary closure, the interest of FHDC will pass to its successor organisation. In the case of EKSDC, the interest will pass to FHDC.</p> <p>5. Where the JV is ceased by mutual consent, each party will be entitled to 50% of the sale price less any costs and amounts repayable to the NDA in respect of the grant.</p>
Contracts/ appointments	<p>1. EKSDC will procure and manage the construction of the business hub as the employer.</p> <p>2. Public procurement rules will be used for tendering major contracts.</p> <p>3. EKSDC will be responsible for instructing suppliers, consultants and contractors as well as payments of invoices arising.</p> <p>4. The above applies equally to operating the business hub on completion.</p> <p>5. EKSDC will employ any staff relating to the operation of the business centre.</p>
Programme	<p>1. All parties will seek to achieve the agreed programme. (Please see updated programme in Appendix 4 of this report)</p>
VAT	<p>1. Opt to tax for VAT purposes (on land sales and tenancies).</p> <p>2. Opt to tax to be exercised prior to construction contract commencing.</p>
Disputes	<p>1. Any disputes to be resolved between the CEO of EKSDC and Chief Economic Development Officer.</p> <p>2. If the dispute cannot be resolved as described above, the matter be escalated to FHDC's relevant Cabinet member and the EKSDC Board Chair.</p> <p>3. If the dispute remains unresolved, the matter be referred for independent arbitration.</p>
Intellectual property	<p>1. Any intellectual property as arising during or in relation to the project will be shared equally.</p> <p>2. The tenancy at will agreement to be used for letting workspace will remain the property of EKSDC.</p>
Insurance	<p>1. EKSDC will arrange buildings insurance.</p> <p>2. EKSDC may obtain other types of insurance with the agreement of FHDC.</p>

	<p>3. FHDC to be noted as an interested party/beneficiary on all insurances.</p>
Dealings	<p>1. The extension of the business hub is intended to be taken forward if both parties wish to fund the costs in equal proportion.</p> <p>2. Where this is not agreed between parties, one party can fund the total cost of the extension. The share of the surplus income will be shared between parties according to the amount of net lettable space funded.</p> <p>3. Both parties may allow a third party to fund the extension in total or part by way of a loan, grant or bond on terms to be agreed.</p> <p>4. Where neither party wishes to proceed with the extension of the building after 2026, any surplus land may be sold and the proceeds shared equally between FHDC and EKSDC subject to any requirement to repay the Magnox grant.</p>

APPENDIX 4

TIMESCALE FOR CONSTRUCTION (pre-Covid 19)

Key stages	Timeline
Joint venture and funding agreements concluded	30 June 2020
Employer's Agent (EA) Appointed by EKSDC	30 June 2020
Build contract tendered by EKSDC/EA	30 June 2020
Tenders returned to EKSDC	11 August 2020
Tenders assessed by EA and report to EKSDC/FHDC	25 August 2020
Contractor interviews/ negotiation with shortlisted contractors and decision made	15 September 2020
Contract sent to contractor and returned	29 September 2020
Construction commences on-site	10 November 2020
Practical completion	14 September 2021
Final inspection	15 March 2022

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