

APPENDIX 2 – summary of each item

HRA Business Plan	The council is required to produce a comprehensive Business Plan for its housing stock. This item would provide an overview of the council's updated Housing Revenue Account Business Plan for the next 30 years.
Housing – HRA Asset Management Framework	The Council housing stock will be returning from EKH's control with effect from 1 October 2020. The HRA asset management framework will provide a strategic direction to the management of the physical assets of the council housing stock of the HRA and this document will consider our proposed approach.
Updates from the Working Groups	An update on the work completed by the Working Groups since their creation in 2019.
S106 decision making, prioritisation and processes	A Town Council has asked the committee to consider reviewing how S-106 projects are identified, prioritised and reported?
Unauthorised encampments – policy shaping	Residents have identified they would welcome the committee exploring the impact of unauthorised encampments and considering what further actions can be taken. They have highlighted issues with crime and rubbish/sanitation
Food Safety Enforcement Policy (Aug 21)	Folkestone and Hythe District Council have a statutory responsibility for ensuring that food and drink intended for sale for human consumption, which is produced, stored, distributed, handled or consumed within the district is safe. The Food Safety Enforcement Policy sets out the principles and decision making processes that are followed when non-compliances with food law are identified. The policy is written using the principles of The Regulators' Code which came into statutory effect on 6 April 2014 under the Legislative and Regulatory Reform Act 2006 .
Relevant site fees protection Policy (Sep 21)	The Mobile Homes Act 2013 (The Act), which came into force on 1st April 2014, introduced a new site licensing regime, which gave local authorities more effective control of conditions on Static Residential caravan sites (also known as Park Homes and Relevant Protected Sites). This Act also gave powers to local authorities to enforce site licence compliance and charge fees for licensing these types of sites.

	<p>Before a local authority can charge a fee The Act requires it to prepare and publish a fees policy and it is the 'Policy for Relevant Protected Sites' that does this. This policy sets out:</p> <ul style="list-style-type: none"> • What the Council can charge for • Factors that cannot be included in licensing fees • How and when the Council will charge fees
Treasury Management Strategy 22/23	The Treasury Management Strategy sets out the proposed strategy for 2022/23 including Treasury Management Indicators. The Council's Financial Procedure Rules require an annual plan and strategy for treasury management to be approved in advance of the financial year.
Budget Strategy 22/23	The Budget Strategy sets out the guidelines for preparing the 2022/23 budget. It supports the Corporate Plan and aligns with the direction and objectives of the MTFS. The Council's constitution requires approval of such a strategy at least two months in advance of final budget approval.
Housing Allocations Policy	The Council's Housing Allocations Policy sets out how the Council awards priority to applicants on the Housing List and the types of accommodation they can expect to be offered. This report will provide details of the Housing Allocations Policy review process due to commence in 2022/23.
Licensing Policy	To further consider the consultation responses in advance of Cabinet, followed by Council adoption.
Street naming policy	The Street Naming policy considers the councils approach and process regarding the naming / numbering of new street and building names/numbers. It seeks to ensure a consistent approach is applied the facilitate the effective delivery of council services, the efficient delivery of mail and ensuring that emergency service vehicles are able to quickly locate a property.
Safeguarding policy	The Safeguarding Policy aims to outline the responsibilities of the Council, and how they dovetail with

	other agencies, to safeguard children and adults with care and support needs from harm and abuse.
Debt management and write off policy framework	The council has a duty to ensure that all revenue due to the council is collected efficiently and effectively for the benefit of all the council taxpayers. It is essential to the council that a standardised system is in place for both financial stewardship and audit purposes. But the council also must consider its approach to financial inclusion and the impact of hardship on resident's ability to pay, the policy will therefore endeavour to balance this against its duty to collect.
Civic Centre and Access Point	An update of the work being undertaken to develop a Customer Access Point in Folkestone and the potential for a relocation of the Civic Offices
Folkestone Place Plan	To receive and consider the draft Place Plan for Folkestone Town Centre.
New Beach Hut programme	Report detailing new beach hut programme – to include location and financial analysis
Harbour Line	To receive and consider a report on the proposed council acquisition of the Harbour Line.
East Cliff	Presentation to show Members the plans for a new Priority Park and upgraded leisure facilities at East Cliff.
Review progress of climate emergency action plan	The Council declared a climate emergency in July 2019. Since then a cross part working group has been established to explore the issues and consider appropriate actions. The Carbon Action Plan was adopted by Cabinet in February 2021. This session would be an opportunity to consider the work of the working group and review progress made towards the council's ambitions.
Otterpool Park Business Plan (annual review)	To receive and consider a report on progress in relation to delivery of the Business Plan and any suggested updates for the next year.
Performance Management Framework and KPI's – Scrutiny oversight of reform of framework before adopted	The Council adopted a new Corporate Plan – Creating Tomorrow Together 2021-2030 in February. Development of an action plan outlining the focus of activities in 2021 & 2022 is underway and this will inform the shape of future KPI reporting within the Council. This session would be an opportunity to provide input into the new performance management framework.

Review of the Covid Vaccination roll-out in the District	To review the Covid Vaccination roll-out in the District, to understand why Folkestone and the Marsh were so much later seeing vaccination starting compared to Hythe, and the lessons we should learn for future emergency situations. Understand from the NHS, Council and other relevant partners the vaccination rollout in the district, and the large time differences in doing so in different parts of the district. By understanding those differences, it can feed into the emergency plans for the district to try to "level up" response times in future.
<p>Napier Barracks - To hold an enquiry session with representatives of the home office, ClearSprings Ready Homes, local charities, local residents and residents of Napier barracks.</p> <p>This item was submitted by a Member, and also submitted as part of the Opposition business at Council on 24 February 2021.</p>	<p>The issues and decisions surrounding the implementation of the asylum centre at Napier Barracks. The conditions of which Asylum Seekers have been living, impacts on neighbouring communities and social cohesion within the whole District.</p> <p>To ensure we have upheld our responsibility to the safety of those housed at Napier Barracks. To encourage a greater understanding of the Asylum Process and impacts on Users and wider community. Transparency as to why Napier Barracks was chosen and offer more information to the local community who still have many unanswered questions.</p>
Community hubs - ensure the running of the hubs has produced the best value for money across the District and to look at Key performance and best practice across the three sites.	To ensure the running of the hubs has produced the best value for money across the District. To look at Key performance and best practice across the three sites. To recognised the work being carried out to support residents shielding, self-isolated and the wider community.
Street cleansing	<p>Two members of the public put this issue forward:</p> <ul style="list-style-type: none"> • Investigate how Folkestone & Hythe District Council ensures that resources are applied proportionately across the district in the cleansing of streets and pavements. • More pavement cleaning and sterilising. Tougher fines for cigarette dropping, chewing gum and dog fouling as in some counties. Bring back a sense of pride in the community and help lower crime rates. Give a

	boost to the local economy. Cleaner pavements would also be less likely to spread germs (spitting and dog fouling is a big issue).
Review of the effectiveness of the 'Air Quality' monitoring programme	Review the effectiveness of the 'Air Quality' monitoring programme in the district and provide feedback to Local Councils of the programme output.
Adoption of Heritage Strategy	The district's heritage is hugely important but was at risk this past year with several planning applications threatening sites on the Kent HER. The Heritage Strategy is still in draft with no timetable for adoption, despite informing the PPLP and Core Strategy, both of which have different versions in their evidence base. We have no local list of non-designated heritage assets, which could be worked on by local groups and amenity societies to relieve much of the burden of site selection and drafting if a style guide existed. Heritage tourism is very popular and it is thought heritage tourists stay longer and spend more. We should be advertising our heritage proudly.
Assessment of Conservation Areas	It would appear our Conservation Areas have not been assessed for some time. Around 2006-09, 14 of our 21 Conservation Areas had appraisals commissioned. Only 8 were adopted, leaving 6 in draft for at least 11 years, and 7 seemingly without having ever been appraised since their inceptions in 1971, 1973 and 1990. Furthermore, there are areas with no Conservation Area whatsoever, including Westenhanger (with exceptional features at the castle), Old Hawkinge, Lyminge and anywhere north of Elham, such as Stelling Minnis. Folkestone's remains in draft since 2009 and is woefully incomplete.
Terracycle recycling points	Many manufacturers use Terracycle to recycle their waste packaging. However, they have usually met their quota of recycling points, leaving few throughout the district and often at difficult to reach locations. For example, you can only drop off Hovis bread bags at Selsted school and Carex liquid soup bottles at someone's house in Capel! There are no locations to drop off Walkers crisps packets or Colgate toothbrushes in the district – you'd have to go to Hamstreet football field for either. Could the council liaise with Terracycle, manufacturers and local businesses to ensure convenient drop-

	off points, are available for these difficult to recycle items, or seek an alternative method of recycling them?
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