

APPENDIX 2 – summary of each item

Topic	Summary description	Indicative date
Rolled over from previous work plan		
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.	June 2023
Suggestions from Officers		
Customer Access Strategy	The Customer Access Strategy sets out the council's relationship with customers and how it interacts with them. The current strategy was agreed in 2020 and is due for a refresh in 2023.	Sep/Nov 2023
Discretionary Rate Relief Policy	Councils have the power to grant discretionary rate relief to organisations that meet certain criteria. The policy is due to be refreshed in December 2023.	Sep/Nov 2023
Write-off policy	This policy defines the reasons why the Council chooses to write-off unrecovered debts. The policy is due to be refreshed in December 2023.	Sept/Nov 2023
Donated Memorial Bench Policy	This policy covers the management and donation of all memorial benches on FHDC assets across the district. It is due for renewal in January 2024.	Sept/Nov 2023
Food Safety Enforcement Policy	This policy was last reviewed in 2019. The FSA are still in the process of developing a new delivery model for regulating food hygiene and safety. They have indicated that the new implementation date will be sometime in 2024/25. It is planned that a review will be undertaken by 30/07/2023 to cover the interim period between now and when the new delivery model is implemented.	June 2023
Budget Strategy	The Budget Strategy sets out the guidelines for preparing the 2024/25 Budget. It supports delivery of the Corporate Plan and aligns with the direction and objectives of the Medium Term Financial Strategy (MTFS).	Nov 23

Medium Term Financial Strategy -2022/23-2025/26	The Medium Term Financial Strategy (MTFS) is the Council's key financial planning document. It puts the financial perspective on the Council's Corporate Plan priorities, expressing the aims and objectives of the various plans and strategies in financial terms over the four year period ending 31st March 2028. It covers both revenue, and revenue implications for capital spend, for the General Fund. Also included are the Council's reserves policies. The MTFS is a key element of sound corporate governance and financial management.	Nov 23
Carbon Action Plan	The Carbon Action Plan (CAP) is currently being reviewed by Carbon Descent, a consultancy commissioned by F&HDC to review the current Carbon Action Plan, quantify the tonnes of carbon equivalent (tCO2) and identify if additional measures are required to reach net zero target.	Nov 2023
Environment Act 2021 – Implications on Waste Collections	This item will consider potential implications for operations contract and financial matters. The Environment Act introduces new powers for the Secretary of State to implement changes to how local authorities collect their recycling and general waste. It also introduces new schemes like Extended Producer Responsibility (EPR) and Deposit Return Schemes (DRS) that are likely to impact on tonnages and the type of materials collected from households. Operational and financial implications are expected.	Nov 2023
Community Infrastructure Levy (CIL)	<i>This item was also put forward by a parish council and an elected member.</i> To consider the way in which CIL monies are allocated, giving assurances that appropriate community input is sought for decisions determining use of CIL, and increasing community confidence in how decisions are made.	Jan 23
Finalisation and review of Folkestone Community Works (ERDF / ESF) Programme	The Folkestone Community Works Programme is investing ESIF (European Structural and Investment Funds) with match funding into central and east Folkestone with the aim to enhance the local economy. The programme has funded projects that seek to enhance opportunities for local residents and grow the local businesses sector. The programme started in January 2018 and was set to run until the end December 2022 but the deadline was extended to 30th June	June 23

	2023 by the Managing Authorities (DWP & DLUHC) in recognition of the impact of COVID.	
Design Codes	Local authorities are required to produce design codes as part of the Government's planning reforms. Design codes will be produced alongside new style local plans and will need to be consulted on at key stages of their development. This will be a significant additional burden on local authorities. Design codes will set out the general design principles and standards that development proposals should follow in the area, building on policies in the development plan. They are intended to communicate requirements in a visual way and should be informed by national guidance in the National Design Guide and National Model Design Code.	Feb 24
Review of Corporate Plan	The council's Corporate Plan, Creating Tomorrow Together 2021-2030, reflects the Council's priorities and aspirations for the District. It was implemented in 2020 and is due for review in 2024.	Jan 24
End of programme review – High Streets Fund	The High Streets Fund programme was approved and adopted by Cabinet in 2019 to support the delivery of regeneration projects within the district. The programme has now ended.	Jun/Sep 23
Approach to summer time environmental patrols	During the pandemic the council increased its level of environmental weekend patrols during the summer season. Patrols mainly focused on the coastal hotspots and covered a range of duties. In addition, the council also increased the level of evening inspections of licensed premises carried out by the Licensing Team. The staff resourcing and additional costs of working were funded from Covid support grants (e.g. COMF) provided by central government. With this funding now ending the council is reviewing the purpose of these patrols and the level of ongoing coverage.	June 23
Building Control - service delivery options	Officers are undertaking a review of the Building Control Service and will need member input on delivery model changes and in meeting F&H requirements for the new Building Safety Act.	June/Sep 23

Securing appropriate future for Dungeness site: new nuclear technologies.	AMR and SMR have increased the commercial interest and widened the scope for potential future uses of the Dungeness site. There could be role for the OSC in scrutinising proposals for the site and ensuring these maximise local economic opportunities while protecting the unique environment.	Sep 23
Civic Centre relocation	To consider proposals for the future relocation of the civic offices.	Nov 23
Levelling Up Fund delivery	To consider progress against delivery of the Levelling Up Fund project Folkestone - A Brighter Future, following the successful bid which was reported to Cabinet in February 2023.	January 2024
Coastal Engineering works (how we work with environment agency/drainage board) our involvement in coastal protection	An insight into Coastal Engineering works that the Council manages working with strategic partners to protect the District from flooding. How the work is funded and the type of work that is undertaken.	Sep/Nov 23
Parking Strategy	The emerging Parking Strategy considers current and future parking requirements in Folkestone Town Centre and Harbour areas.	Sep 23
Suggestions from Members		
Member involvement in the prioritisation of projects to be funded by CIL	The CIL has been put forward as a suggestion from officers, and this suggestion would be absorbed into the officer suggestion if scored within the top 12 items.	n/a
Suggestions from the public and town/parish councils		
Accessibility – disabled access for visitors and residents to Greatstone beach and other beaches in the district	A member of the public raised concerns about the lack of disabled access to Greatstone beach and asked that the council flatten out the hill that prevents access and make an entrance of some stable material that the disabled can walk/wheel on to reach the beach.	Jan 23

Dog fouling across the district	Consideration to be given to improved signage and enforcement action to ensure dog walkers pick up after their dogs, and more messages on social media to alert people of consequences if caught.	
Reliability of Buses	A member of the public raised concerns about the reliability of buses, particularly the number 17 bus, which when cancelled at night time leaves teenagers and those without a car completely stranded and isolated. KCC and Stagecoach would need to be consulted in order to review this matter.	Apr 23
Highways – potholes	A member of the public raised concerns about the number of potholes, and the potential damage to vehicles. KCC would need to be consulted in order to review this matter.	Apr 23
Improvements to empty shop fronts (Hythe)	A member of the public made a suggestion relating to improving empty shop fronts on Hythe High Street, similar to the art displayed in the 'Light Shop' in Folkestone. People would enjoy the atmosphere of Hythe more and would therefore shop in the local shops more, thus bringing in more profit and enabling Hythe to be more prosperous.	Jan 23
Seagull protected bins	A member of the public suggested that seagull proof bins be installed in towns, to stop the litter and mess.	Jun 23
Safety of public footpaths	A member of the public raised concerns about dangerous footpaths – particularly in darkness, where no street light reaches the footpaths because of the dense tree cover. Also damage to footpaths by overgrown tree roots. KCC would need to be consulted in order to review this matter.	Sep 23
Cycle lanes in the district	A member of the public raised concerns about the lack of protected cycle paths, particularly on Cheriton High Street. In addition, the district council officers are proactively seeking to maximise the opportunity for walking and cycling investment, and have secured a number of funding streams to improve the walking and cycling networks, as well as technical resource from the DfT to assist in the collation of baseline data and the drafting of a Local Cycling and Walking Infrastructure Plan (LCWIP), and an update on this	Nov 23

	work could be given by officers if this topic is selected. KCC would also need to be consulted in order to review this matter.	
Parking enforcement approach (car parks)	A parish/town council raised this issue in order to consider the number of times action has been taken in terms of anti-social parking, and what impact this has had.	Apr 23
Council's use of New Homes Bonus grant	Two parish/town councils raised this matter, specifically in relation to consultation with town and parish councils. FHDC officers could provide some background on the policy in respect of the governments approach, and how the money is used.	Apr 23
Standing items		
PREVENT & Safeguarding (statutory item)	In accordance with the Crime and Disorder (Overview and Scrutiny) Regulations 2009, the Overview and Scrutiny Committee is required to act as the Crime and Disorder Committee on at least one occasion per year, where they will receive a presentation giving an update on PREVENT and safeguarding matters.	31 October 2023
Otterpool Park LLP Business Plan	The Otterpool LLP Business Plan is updated annually and the Overview and Scrutiny Committee will scrutinise the updated Business Plan prior to its consideration at Cabinet.	November 23 / January 24
Items added by Council		
Removal of hoardings at Princes Parade (Petition presented to Council on 22 February 2023)	A petition with 325 signatures was presented to Council on 22 February 2023 asking that the hoardings around the Princes Parade site be removed. It was agreed that the Petition be referred to the Overview and Scrutiny Committee for their observations before deciding whether to examine the issues raised by the petition.	June 23