

## Cabinet

- Held at: Civic Centre, Castle Hill Avenue, Folkestone
- Date: 19 May 2010
- Present: Councillor R H C Bliss (in the chair) and Councillors H A Barker, Miss P J Carr, A G Clifton-Holt, M J Dearden, R C Love and D D Monk.
- Apologies for Absence: Councillor Mrs K T Belcourt, W L Richardson and Mrs C J Waters.
- Officers Present: Alistair Stewart, Chief Executive; Mark Parkinson, Director - Communities; Keith Cane, Director - Neighbourhoods; Kathryn Beldon, Director - Resources; Jeremy Chambers, Head of Corporate Services and Monitoring Officer; and Shirlee Chatterton, Committee Administrator.

NOTE: All decisions are subject to call-in arrangements. The deadline for call-in is Tuesday 1 June 2010 at 5.00pm. Decisions not called in may be implemented on Wednesday 2 June 2010.

### 1. **DECLARATIONS OF INTEREST**

Councillor H A Barker declared a personal interest in minute 7, C/10/08, Folkestone West Controlled Parking Zone Proposed Extension, as he lives within the Controlled Parking Zone. He remained in the meeting during discussion and voting on this item.

### 2. **MINUTES**

The minutes of the meeting held on [7 April 2010](#) were submitted, approved as a correct record and signed by the Chairman.

### 3. **EXECUTIVE APPOINTMENTS TO OUTSIDE BODIES – DECISION NUMBER 10/ 001**

[REPORT C/10/01](#) lists the outside organisations with executive powers to which the Council is entitled or invited to appoint representatives and seeks appointments for the period to 31 May 2011.

**RESOLVED:**

1. **To receive and note Report C/10/01.**
2. **To make the appointments, to the organisations listed in Report C/10/01 for the period ending 31 May 2011.**

*REASONS FOR DECISIONS: Because the District Council is required to appoint representatives to various outside bodies.*

4. **CHERITON RECREATION GROUND, WEYMOUTH ROAD, FOLKESTONE – DECISION NUMBER 10/002**

**REPORT C/10/02** considers the transfer of Cheriton Recreation Ground ('Recreation Ground') from the District Council to the Folkestone Parks and Pleasure Grounds Charity ('the Charity').

**RESOLVED: That consideration of this matter be deferred as more information is required before any decision is taken.**

5. **LOCAL HOUSING ALLOWANCE SAFEGUARD POLICY - DECISION NUMBER 10/006**

**REPORT C/10/06** the Local Housing Allowance Safeguard Policy lays out the proposed indicators and process that Shepway District Council will use to assess the vulnerability of potential customers in line with the Local Housing Allowance guidance.

**RESOLVED:**

1. **To receive and note Report C/10/06.**
2. **To approve the Local Housing Allowance Safeguard Policy.**

*REASONS FOR DECISIONS: To ensure that Shepway District Council has a clear and current policy for administering Local Housing Allowance whilst ensuring it provides a safeguard for our most vulnerable tenants to help prevent rent arrears.*

6. **DISCRETIONARY HOUSING PAYMENT POLICY – DECISION NUMBER 10/007**

The Discretionary Housing Payment Policy sets out the Council's intentions for dealing with Discretionary Housing Payments (DHPs) and aims to provide clarity around the process for the administration of DHP applications and to ensure consistency in the application of the policy itself.

**REPORT C/10/07** provides a summary of the policy review findings and recommendations for amendments to the policy.

**RESOLVED:**

1. **To receive and note Report C/10/07.**
2. **In light of the review with the CAB and Money Advice Trust, it is recommended that Appendix 1 of the policy is updated as follows:**

- *Food allowance for a single person is increased from £25 per week to £26 per week.*
  - *Food allowance for a couple is increased from £40 per week to £42 per week.*
  - *Gas/Electricity is increased from £20 per week to £21 per week.*
3. *It is also recommended that future review of allowances within appendix 1 of the policy is undertaken and approved by the Corporate Director of Resources in consultation with the Cabinet Member with responsibilities for Revenues and Benefits.*

*REASONS FOR DECISIONS: To ensure the suggested weekly expenditure figures for assessment of a Discretionary Housing Payment application remain in line with economic conditions.*

7. **FOLKESTONE WEST CONTROLLED PARKING ZONE PROPOSED EXTENSION – DECISION NUMBER 10/008**

The current proposal is to extend the Folkestone West CPZ (in line with the existing scheme) to cover Baldric Road, Welson Road, Coolinge Lane (between Audley Road and Bathurst Road), Cheriton Road (between Beachborough Road and Station Road) and Bathurst Road. [REPORT C/10/08](#) puts forward the findings of the public consultation for the proposed extension and makes recommendations to reflect the responses received.

During the debate on the report, Cabinet referred to the minutes from the Corporate Scrutiny Committee meeting held on 18 May 2010.

**RESOLVED:**

1. *To receive and note Report C/10/08.*
2. *To approve that the zone be extended to include Welson Road, Baldric Road and Coolinge Lane only.*
3. *That parking bays are extended across driveway accesses and advisory white “keep clear” markings be installed across driveways (instead of yellow lines) as ward members and some residents prefer this option.*
3. *That Cheriton Road (between Beachborough Road & Station Road) be excluded from the CPZ but residents be allowed to buy permits to enable them to park within the CPZ.*
4. *That limited waiting/residents bays be installed in Cheriton Road (between Beachborough Road & Station Road) to also allow customers visiting businesses to park for a limited period.*
5. *That Bathurst Road be excluded from the CPZ as the results show most residents are opposed to the scheme.*
6. *That a set of new parking restrictions be considered for Bathurst Road as most of the residents that voted in favour of the scheme would like to see other parking problems resolved i.e. school run etc.*

*REASONS FOR DECISIONS: The roads stated have been affected by displacement parking after the existing CPZ was introduced and an*

*extension will help address the parking problems residents are experiencing.*

**8. STRATEGIC RISK REGISTER – DECISION NUMBER 10/003**

[REPORT C/10/03](#) provides an update of the Council's Strategic Risk Register, which identifies and assesses the main corporate risks.

During the debate on the report, Cabinet referred to the minutes from the Corporate Scrutiny Committee meeting held on 18 May 2010.

**RESOLVED:**

- 1. To receive and note Report C/10/03.**
- 2. That on page 16 under Risk Description, second paragraph the wording should read “A new joint contract is being prepared with DDC to come into force during 2010”.**
- 3. That on page 28 under Risk Controls, Project Team/Project Plan, the wording should read “The project is on course for a final decision to be reached during 2010”.**

**REASONS FOR DECISIONS**

*The reporting of the risk register is an important part of embedding of risk management across the authority.*

*The Risk Management Strategy & Policy (March 2009) and Use of Resources (Key Line of Enquiry 2.4) recommend the regular reporting of the risk register to Cabinet.*

**9. DEPUTY CHIEF EXECUTIVE'S USE OF URGENT POWERS – EXTERNAL FUNDING – LAND BETWEEN POPLAR LANE AND STATION ROAD AND THE RIDGEWAY – DECISION NUMBER 10/004**

To avoid losing the grant offered by the Department for the Environment Food and Rural Affairs (DEFRA) the Deputy Chief Executive has used his urgent powers to approve the application and acceptance of a grant for remediation works at land between Poplar Lane and Station Road, Lydd and also The Ridgeway, Lympe. The details of this are set out in [REPORT C/10/04](#).

On behalf of Councillor Richardson, Councillor Bliss gave his congratulations to the Deputy Chief Executive on his swift action on the grant funding for the contaminated ground at Lydd and Lympe. He added that this brings valuable land back to the market which is beneficial to everyone.

**RESOLVED:**

- 1. To receive and note Report C/10/04.**
- 2. To note the Deputy Chief Executive's use of his delegated powers under the Council's Constitution (Delegation to Officers – Part F – 2.1) in approving the applications and acceptance of the grant offered by DEFRA for phase 2 intrusive site investigation**

***works at land between Poplar Lane and Station Road, Lydd and also The Ridgeway, Lympne.***

*REASONS FOR DECISIONS: To note the use of urgent powers.*

10. **FORWARD PLAN – DECISION NUMBER 10/005**

**REPORT C/10/05** sets out details of items which appeared in the Forward Plan published on 16 April 2010 and the reason why they have not come forward. A revised date for the proposed decision is also given.

***RESOLVED:***

- 1. To receive and note Report C/10/05.***

*REASONS FOR DECISIONS:*

*It is Cabinet's responsibility for making key decisions once they are advertised.*

<p>Note: Any alternative options considered by the Cabinet and rejected in the course of making the above decisions are set out in the relevant reports.</p>
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