

## **Freedom of Information Act 2000 (FOIA)**

### **Decision notice**

**Date:** 7 April 2026

**Public Authority:** Kent County Council

**Address:** County Hall  
Maidstone  
ME14 1XQ

#### **1. Request:**

The complainant requested the following information from Kent County Council on 10 December 2025:

"1) The meeting / visit

This request concerns the meeting in Folkestone on or around Tuesday 9 December 2025 involving Sir Roger De Haan and a Kent County Council delegation including (as publicly identified) Cllr Linden Kemkaran (Leader), Cllr Paul King (Cabinet Member for Economic Development and Coastal Regeneration), Cllr Paul Webb (Cabinet Member for Community and Regulatory Services) and Cllr John Baker, together with any accompanying officers and/or support staff, and any linked site visit / walkabout in Folkestone (including the Harbour Arm and Creative Quarter).

2) What I am requesting (recorded information)

For the period 1 November 2025 to the date this request is received, please provide copies of all recorded information held by KCC relating to:

A. Purpose, agenda, arrangements

1. Any agenda, itinerary, schedule, visit plan, programme, running order, or "lines to take" for the meeting/visit.

2. Any briefing notes, speaking notes, prep packs, backgrounders, risk notes, stakeholder notes, or due-diligence summaries prepared for councillors and/or officers.

3. Any meeting invitation, calendar entry, diary appointment, room booking, visitor log, or administrative arrangements showing: date, time, location, organiser, and attendee list.

#### B. Attendance and roles

4. The final attendee list, including any KCC officers, advisers, comms staff, security, or external attendees (with personal contact details redacted if necessary).

5. Any documents describing in what capacity attendees attended (eg official engagement, courtesy meeting, stakeholder visit, partnership meeting).

#### C. Notes, minutes, record of discussion

6. Any minutes, notes, aide-memoires, written summaries, action notes, follow-up emails confirming "what was agreed", or internal debrief notes.

7. Any documents provided to KCC by Sir Roger De Haan or related organisations/representatives (including slide decks, briefing papers, proposals, letters, emails).

#### D. Follow-up actions and decision trail

8. Any actions arising list, tasking emails, requests for information, introductions made, meeting outcomes, or planned next meetings generated by or following the meeting/visit.

9. Any subsequent internal discussion referencing the meeting/visit that relates to KCC policy, funding, partnerships, regeneration, coastal matters, regulatory/community services, or any specific Folkestone projects/sites.

#### E. Declarations / hospitality / costs

10. Any gifts and hospitality declarations (or confirmation that none were made) relating to this meeting/visit by any attendee acting in their KCC capacity.

11. Any expense claims or cost records incurred by KCC for the meeting/visit (eg travel, hospitality, venue costs), in summary form if easier.

## F. Communications channels

12. All relevant communications (emails, messages, attachments) relating to arranging, conducting, or following up the meeting/visit, including communications held in non corporate channels (eg WhatsApp/SMS/private email) insofar as they contain official KCC business...”

## **2. Commissioner’s Decision:**

A public authority will breach section 10 of FOIA if it fails to respond to a request within 20 working days. Based on evidence available to the Commissioner, by the date of this notice the public authority has not issued a substantive response to this request. Therefore, the Commissioner finds a breach of section 10.

## **3. Steps:**

The public authority must provide a substantive response to the request in accordance with its obligations under FOIA.

The public authority must take this step within 30 calendar days of the date of this decision notice. Failure to comply may result in the Commissioner making written certification of this fact to the High Court pursuant to section 54 of FOIA and may be dealt with as a contempt of court.

## **4. Right of Appeal:**

Either party has the right to appeal against this decision notice to the First-tier Tribunal (Information Rights). Information about the appeals process may be obtained from:

First-tier Tribunal (Information Rights)  
General Regulatory Chamber  
PO Box 11230  
Leicester  
LE1 8FQ

Tel: 0203 936 8963

Fax: 0870 739 5836

Email: [grc@justice.gov.uk](mailto:grc@justice.gov.uk)

Website: [www.justice.gov.uk/tribunals/general-regulatory-chamber](http://www.justice.gov.uk/tribunals/general-regulatory-chamber)

Reference: IC-480053-Q0F0



Any Notice of Appeal should be served on the Tribunal within 28 (calendar) days of the date on which this decision notice is sent.

**Information Commissioner  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF**