

**GROWTH, ECONOMIC DEVELOPMENT AND
COMMUNITIES CABINET COMMITTEE**

Thursday, 13th January, 2022

10.00 am

Council Chamber





AGENDA

GROWTH, ECONOMIC DEVELOPMENT AND COMMUNITIES CABINET COMMITTEE

Thursday, 13 January 2022 at 10.00 am
Council Chamber

Ask for: **Matt Dentten**
Telephone: **03000 414534**

Membership (16)

- Conservative (12): Sir Paul Carter, CBE (Chair), Mr N Baker (Vice-Chairman), Mrs R Binks, Mr C Broadley, Mr T Cannon, Mr S Holden, Mr J A Kite, MBE, Mr S C Manion, Mr J Meade, Mr A M Ridgers, Mr D Robey and Mr S Webb
- Labour (2): Ms M Dawkins and Ms J Meade
- Liberal Democrat (1): Mr M J Sole
- Green and Independent (1): Mr M A J Hood

UNRESTRICTED ITEMS

(During these items the meeting is likely to be open to the public)

- 1 Introduction/Webcast announcements
- 2 Apologies and Substitutes
- 3 Declarations of Interest by Members in items on the Agenda
- 4 Minutes of the meetings held on 21 September and 17 November 2021 (Pages 1 - 16)
- 5 Verbal updates by the Cabinet Members and Corporate Director
- 6 Decisions taken between Cabinet Committee Meetings (Pages 17 - 18)
- 7 Draft Ten Year Capital Programme, Revenue Budget 2022-23 and Medium Term Financial Plan 2022-25 (Pages 19 - 20)
- 8 Growth, Infrastructure and Planning Reform (Pages 21 - 30)
- 9 21/00120 - Further Investment of Getting Building Funding (GBF) in third-party projects (Pages 31 - 38)

- 10 Kent Scientific Services Update (Pages 39 - 48)
- 11 Enabling Access to Employment - Presentation
- 12 East Malling Research and Development Programme - Presentation
- 13 Performance Dashboard (Pages 49 - 64)
- 14 Work Programme (Pages 65 - 68)

EXEMPT ITEMS

(At the time of preparing the agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public)

Benjamin Watts
General Counsel
03000 416814

Wednesday, 5 January 2022

KENT COUNTY COUNCIL

**GROWTH, ECONOMIC DEVELOPMENT AND COMMUNITIES
CABINET COMMITTEE**

MINUTES of a meeting of the Growth, Economic Development and Communities Cabinet Committee held in the Council Chamber, Sessions House, County Hall, Maidstone on Tuesday, 21 September 2021.

PRESENT: Sir Paul Carter, CBE (Chairman), Mr N Baker (Vice-Chairman), Mrs R Binks, Mr T Cannon, Ms M Dawkins, Mr S Holden, Mr M A J Hood, Mr J A Kite, MBE, Mr S C Manion, Ms J Meade, Mr J Meade, Mr D Robey, Mr M J Sole, Mr S Webb, Mr J Wright and Mr G Cooke

ALSO PRESENT: Mr P M Hill, OBE and Mr D Murphy

IN ATTENDANCE: Mr S Jones (Corporate Director for Growth, Environment and Transport), Mrs S Holt-Castle (Director of Growth and Communities) and Ms E Kennedy (Democratic Services Officer)

UNRESTRICTED ITEMS

14. Apologies and Substitutes

(Item 2)

Apologies were received from Mr Broadley for whom Mr Cooke was present.

15. Declarations of Interest

(Item 3)

There were no declarations of interest.

16. Minutes of the meetings held on 27 May 2021 and 1 July 2021

(Item 4)

It was RESOLVED that the minutes of the meetings held on 27 May and 1 July 2021 were a correct record.

17. 21/00079 - Contracts for Post Mortem Facilities for the Mid Kent & Medway, North East Kent and Central & South East Kent coroner areas

(Item 10)

Mike Overbeke, Head of Public Protection was in attendance for this item.

1) Mr Hill introduced the report and explained it was a requirement to extend the contract until such time as the Digital Autopsy Service was 'up and running' as much of the work in future would be undertaken digitally.

2) Mr Overbeke presented the report and advised the Committee that the contract extension was for one year as a digital autopsy facility was to open next year in Kent.

3) Following questions and comments from Members, it was noted:

- A further update was requested regarding the Digital Autopsy Service and Coroners' accommodation.
- Digital autopsies used CT scanners instead of a more invasive process and it was a digital process. Senior Coroners had said they thought 20-25% would still require the invasive process as a follow up but were satisfied with the efficacy of the digital autopsies.

4) Members agreed to endorse the recommendations outlined in the report.

18. Verbal updates by the Cabinet Members and Corporate Director

(Item 5)

1) Mr Hill congratulated those who participated in the Olympic and Paralympic Games:

- Kate French from Meopham won gold in the modern pentathlon.
- For women's hockey, Susannah Townsend and Grace Balsdon from Canterbury won bronze medals.
- In the Paralympics, Will Bayley from Tunbridge Wells represented Team GB for table tennis and achieved two silver medals and Ross Wilson from Swale won a bronze medal for table tennis.
- Honourable mentions were given to Zak Skinner from Tonbridge and Malling and John Boyd Smith from Kingsdown.

Country parks were recovering from heavy usage during the pandemic and had been an invaluable resource. There was to be a review of the Kent Country Park Strategy and assistance from Members would be sought to assist officers in generating the strategy.

Kent's 99 libraries were all open and an engagement exercise was to be conducted with the public to see if people's needs had changed following the pandemic.

The Summer Reading Challenge was a success and there was still time for children to complete the challenge. Around 12,000 children participated, online or physically and over 6000 had completed the challenge.

There had been significant pressure on Ceremonies Services during the summer months, as many people had delayed their ceremonies due to the pandemic and the constraints on how many people could attend. However, the service was back to normal and open for bookings. 60% more ceremonies were carried out on top of the normal amount pre-pandemic. 3624 ceremonies had been completed since April 2021, of which around 2500 were during July, August and the first half of September.

Turner Contemporary had their tenth anniversary event on 16 September which attracted around 400 people down to Margate and many senior figures in Kent attended. A new director was about to be announced and Mr Hill had been part of the appointment panel.

Mr Hill went to Southborough on 18 September 2021 where there was a celebration of the opening of Southborough Town Council's hub. It had been a very complicated

project and thanks were given to Jonathan White, Projects and Operations Manager for his work on the project. There had been a very positive reaction from residents of Southborough.

EDF, the operator of the nuclear power station at Dungeness had announced on 7 June that they would be moving into a 'defueling' phase and the plant was to be decommissioned with immediate effect. Mr Hill said that he would send a detailed note to Members regarding the implications for KCC.

2) Further to Mr Hill's update, the following was noted from Members' questions and comments:

- It was requested that cycle racks be installed in country parks and concerns were raised regarding improving parking payment systems at country parks.
- Concerns raised about the state of repair of Folkestone Central Library were a matter to be taken forward by the Infrastructure Team.
- There had been an enormous increase in the use of Public Rights of Way and work was being done to make repairs.

3) Mr Murphy said that he had been appointed to Ebbsfleet Development Corporation Board, subject to agreement by the Secretary of State. The appointment meant that the interests of KCC and Kent residents would be fed into the Board. Ebbsfleet was a major development area for Kent and it was felt it was essential that the countywide issues were taken into account when planning for the large site.

There was to be a decision on whether part of the Swancombe Peninsula would be designated as an area of special scientific interest. The decision would be made on 10 November by a government body and then this would aid discussions about what was to be done on the site in relation to the London Resort.

The Inland Border Facility at Dover was to monitor the import of foodstuffs and taxes. The food 'check-in' was the responsibility of Dover District Council but the checking of taxes was HM Government responsibility. KCC's involvement was to ensure that the entrance and exit points for the two facilities did not lead to any traffic congestion.

Funding had been agreed for 'Locate in Kent', an external organisation which worked to encourage people to work and locate in Kent and helped people to set up businesses. This had been funded from European Union.

Mr Murphy presented the award for 'Outstanding Contribution to Business in Kent' at the Kent Excellence in Business Awards. The winner of the award, Bill Ferris had overseen the revival and opening of Historic Dockyard Chatham.

There was to be a full Members' Briefing about Project Gigabit. As part of the broadband Project Gigabit project for Kent, the government through Building Digital UK proposed that £203 million be set aside to improve Kent and Medway's broadband connectivity. It was hoped that the new scheme would reach 122,000 properties in Kent and Medway. The Kent Voucher Scheme was to continue and would utilise government grants.

The government were setting up a new entry level scheme for town planning apprenticeships. This was welcomed as the recruitment of apprentices was

considered important for the growth of the county but also there had been a lack of trained local government officers in this area.

The government had issued directives that water courses could not be polluted more than they already were with nitrates and phosphates. This had an effect on developers and businesses in the area of the Stodmarsh water course. A project had been undertaken by the affected districts and it was considered that more wetlands would assist in resolving some of the issues affecting the Stodmarsh water course.

4) Further to Mr Murphy's update, the following was noted from Members' questions and comments:

- The Chair asked for an update to be brought to the Cabinet Committee in addition to a Members' Briefing regarding Project Gigabit.
- Concerns were raised about future planning and infrastructure for broadband.
- The owners of Eurostar would be asked to reconsider the running of trains from Ebbsfleet and Ashford as it was important for Kent.

5) Mr Jones, Corporate Director for Growth, Environment & Transport said all services were operational and working within their budget means.

Drainage for new developments would be key in the Kent Design Guide and relationships would be built with developers to make sure both connectivity and future drainage solutions were prepared. There had been a number of Blue Green Infrastructure Schemes, one being in Margate which worked to address the surface water flooding but also to create a 'green' environment.

A submission had been made as part of the Active Travel Bid which was to enhance and improve our Public Rights of Way and improve cycling and walking facilities. There were public consultations live relating to the Active Travel Schemes and also there would be a consultation relating to the Bus Improvement Plan.

There was to be an increased burden on the Trading Standards Team with additional checks with the change in government's requirements relating to the Inland Border Facilities.

KCC had been seeking representation with the train operating company, Eurostar to address concerns around the longevity of the postponement of services from Kent.

19. Performance Dashboard

(Item 6)

Rachel Kennard, Chief Analyst was in attendance for this item.

1) Ms Kennard outlined the Performance Dashboard for Quarter 1, reporting results until to the end of June 2021. For 2021-2022, there were 25 Key Performance Indicators (KPIs) plus continued use of some temporary KPIs for Libraries, Registrations and Archives, which reflected the continued disruption to service delivery during this period.

Data was not yet available for 4 of the KPIs. 15 of the KPIs were 'RAG' rated as green, 4 were rated as amber and 2 were performing below target and rated as red.

The 2 areas that had been 'RAG' rated as red were:

- EPE18: Median number of days to resolve priority faults on public rights of way network (rolling 12 month figure) – This had been impacted by the pandemic with a larger number of users on the network and faults reported.
- SPA01: Percentage of participants in Kent Active Partnership led programme who have a disability - The targets had been increased for Kent Active Partnership but performance had been affected by the pandemic.

Performance remained positive despite the lasting impact of Covid-19 pandemic.

2) Further to questions and comments from Members, it was noted:

- The online reporting system for faults on Public Rights of Way (PRoW) required users to create an account and it was felt this was having an impact on the KPI relating to PRoW faults reported online. This was being looked into by the relevant team.
- An additional £600,000 had been allocated from Covid-19 grant funding streams to tackle the backlog of repairs on the PRoW.

3) It was agreed that the performance report for Quarter 1 be noted.

20. Regional Growth Fund Monitoring Report Q1 2021/22

(Item 7)

Andrew Sinclair, Principal Project Officer (Systems, Contracts & Monitoring) and Martyn Riley, Programme Manager (Kent and Medway Business Fund) were in attendance for this item.

1) Mr Sinclair introduced the report and outlined the slides (attached).

2) In response to questions from Members, it was noted:

- The funding came from central government and if KCC correctly administered the scheme, it was not liable for any losses. The government performed annual audits and monitored by government departments.
- Members felt this was an exceptional success, although concerns were raised about the impact of the end of the government's furlough scheme.
- The money coming back from the equity investments was going 'back in the pot' so if KCC was allowed to keep the funds, it would be able to stay in Kent but the government could seek to recoup the funds.
- £16 million had come back from companies and it was questioned whether a small percentage interest charge could cover any bad debt.

3) Members agreed to note the report.

21. Design in Kent's Built Environment

(Item 8)

Richard Kidd, Project Manager (Area Lead - Infrastructure) was in attendance for this item

1) Mr Kidd presented the report and updated that KCC was working towards the delivery of an up to date, Kent Design Guide for spring 2022. The key changes from the current guide would be that the new guide was on a website, replacing the hard copy guide. It was felt there were significant advantages to having the guide on a website. A website would be easier to update as it was anticipated that there would be changes quite rapidly and maintenance of a website would also be more cost effective.

The government had planned to reform the planning system and this was underway. The development of design codes was part of the reform being considered. It was felt that the Kent Design Guide was well placed to be the platform to communicate any future relevant guidance.

Stakeholders had been involved in the development of the Kent Design Guide such as local councils, Kent Police and NHS partners.

Soft testing had been undertaken with regard to the user experience of the Kent Design Guide website and formal engagement would take place to inform 'fine tuning' of the website. It was proposed to bring an update back to a future Cabinet Committee meeting prior to the launch.

2) In response to questions and comments from Members, it was noted:

- Accessibility had been considered when developing the website.
- The bulk of cost had been development of the website and some functionality might need to be updated from time to time but most updates would be done internally.
- The content was written for two audiences – for a professional audience but much of the information at the 'landing page' level was to help the general public to understand what was trying to be achieved with the Kent Design Guide.
- It would be important in the engagement process to highlight any issues regarding parking standards or any other part of the guidance.
- The Kent Design Guide had adopted the key characteristics of the national guidance but had developed the Guide at local level with districts as well as at county level. However, it was acknowledged that there were areas that were more contentious such as parking standards.
- It was hoped that the Kent Design Guide would be adopted into Local Plans, as with previous versions.

3) Members agreed to endorse the recommendations outlined in the report.

22. No Use Empty Scheme

(Item 9)

Steve Grimshaw, Strategic Programme Manager was in attendance for this item

1) Mr Grimshaw updated the Committee regarding the No Use Empty (NUE) initiative which was the longest running empty property initiative in the country. The partnership approach with Kent's 12 districts had returned over 7,000 long term empty properties back into use through a variety of interventions. Of those, 27% were in Thanet; 17% in Dartford; 12% in Folkestone and Hythe; and 11% in Swale.

6032 long term empty properties remained in Kent and the data showed that Thanet, Canterbury, Dover and Folkestone and Hythe had the highest percentage of these whilst Dartford and Gravesham had the lowest percentage. On average, the initiative was returning 500 long term empty properties back into use each year. Without intervention, the number of empty properties in Kent would be around 15,000.

In 2020/2021, 63 loans were approved which was nearly double the number in previous years. £2 million had been allocated from the Going Places Fund to deliver a second phase of the NUE Commercial Project which brought long term empty commercial units back into use for commercial or residential use.

KCC acted as the enabler and the 'recyclable loan fund' provided working capital to help local developers refurbish or convert empty properties or redundant buildings back into use to private homes and to a decent standard. NUE had evolved offering interest free loans with an administration fee. NUE was now cost neutral as a result of introducing interest bearing loans for larger schemes which required greater funding support but 0% loans were still offered to first time customers.

A new loan product for new builds had been introduced. Since the new build loan product was launched, demand had accelerated and £12 million had been allocated. A further £4 million was made available in January 2021, meaning there was £16 million in the 'recyclable loan pot'.

2) Further to comments and questions from Members, it was noted:

- There was capacity to help bring further commercial buildings back into use.
- There were conditions in the contracts that buildings had to meet the government's 'decent home' standard and EPC ratings needed to be higher as changes in legislation were coming in 2 years.
- Affordable housing was being provided through the scheme, some through district councils and through work with developers.
- A pilot project was being launched with Medway council to launch the brand of 'No Use Empty' across Kent and Medway.

3) Members agreed to note the update.

23. Youth Unemployment and Apprenticeships

(Item 11)

David Smith, Business and Enterprise Programme Director was in attendance for this item

1) Mr Smith introduced the report. The Covid-19 pandemic had affected youth unemployment more severely than any other age group. For older workers, the effect of the pandemic was less severe. Numbers of unemployed people in Kent had peaked November 2020 and it was hard to evidence whether the numbers had

improved since then because the economy had improved or whether they had improved because the measures put in place to deal with the crisis of unemployment had started to work. Kent and Medway had tended to follow the national average but unemployment was higher than what would be expected where there was a reasonable productivity rate and standard of living.

The Renew and Resilience Plan was initiated in August 2020 with 3 strands: one, looking at investment and what could be done to support businesses to recruit; second, supporting innovative and resilient businesses; and a strand of work looking at the impact on people. The Kent and Medway Employment Task Force was set up.

The Education People had a contractual obligation around apprenticeships and NEETs. The Kickstart internal target for Kent was 7,200 placements and there had only been around 2,000. The government had not confirmed whether the programme would be extended beyond 2021.

Youth employment had reduced by a third since March and progress would need to be monitored.

2) In response to questions from Members, the following points were noted:

- Concerns were raised about job roles being made available after apprenticeships finished and that the system for recruitment of apprentices was too complicated.
- It was suggested that bus passes be extended to any person undertaking an apprenticeship as there were difficulties with young people accessing transport.

3) It was RESOLVED that Members note the report.

24. Work Programme 2021/22

(Item 12)

1) The Chair asked for an update to be brought to the Cabinet Committee regarding Project Gigabit.

2) Members noted the Work Programme.

KENT COUNTY COUNCIL

GROWTH, ECONOMIC DEVELOPMENT AND COMMUNITIES CABINET COMMITTEE

MINUTES of a meeting of the Growth, Economic Development and Communities Cabinet Committee held in the Council Chamber, Sessions House, on Wednesday, 17 November 2021.

PRESENT: Sir Paul Carter, CBE (Chairman), Mrs R Binks, Mr C Broadley, Mr T Cannon, Ms M Dawkins, Mr S Holden, Mr M A J Hood, Mr J A Kite, MBE, Ms J Meade, Mr J Meade, Mr A Ridgers, Mr D Robey, Mr M J Sole, Mr R Thomas (Substitute for Mr N Baker), Mr S Webb and Mr J Wright

ALSO PRESENT: Mr P M Hill, OBE and Mr D Murphy

IN ATTENDANCE: Simon Jones, Stephanie Holt-Castle, David Smith, Nigel Smith, Cath Head, Sarah Platts, Ian Watts, Katie Chantler, Steve Rock, Elizabeth Harrison, Susan Berdo, Martyn Riley, Hayley Savage

UNRESTRICTED ITEMS

1. Apologies and substitutes

Apologies for absence had been received from Mr Baker, Ms Meade and Mr Manion.

Mr Thomas was present as a substitute for Mr Baker, Mr Brady as a substitute for Ms Meade and Mr Ridgers as a substitute for Mr Manion.

2. Declarations of interest by Members in items on the Agenda

Mr Meade declared a non-pecuniary interest, in Items 5 and 6 on the agenda, as the County Council's representative for the Ebbsfleet Corporation Development.

3. Verbal Updates by the Cabinet Members and Corporate Director

1. Mr Hill, Cabinet Member for Community and Regulatory Services, gave a verbal update on the following:
 - (a) The Country Parks Strategy Review was progressing with an informal Members group advising on the strategic direction. A public consultation would be launched in April 2022 with implementation of the strategy planned for September 2022. Mr Hill was pleased to report that eight of KCC's country parks had been awarded green flags, one more than last year with the inclusion of Grove Ferry; accessibility for disabled visitors at Shorne Wood had been improved and the building of further accessible facilities was underway at Lullingstone; and £400,000 capital funding had been secured through the Covid Recovery Fund to rejuvenate country parks following the COVID-19 pandemic.

- (b) The 'Let's talk about Kent Libraries' public engagement was launched on 17 November 2021. On 29 October 2021 Pembury Library reopened after a refurbishment and on 11 November 2021 'One Hundred Years of Kent Libraries' was celebrated. A new fleet of 5 smaller, more agile and greener mobile libraries had been in use for the last two months and on 7 October 2021 Mr Hill attended the opening of the Nepalese Centre at Cheriton Library.
2. Asked whether there would be any further cuts for libraries and the use of libraries for multiple purposes, Mr Hill said libraries would form part of the future assets of the Council and in some individual cases more services and facilities would be offered in library buildings, for example at Southborough Library.
3. Mr Murphy, Cabinet Member for Economic Development, gave a verbal update on the following, about which there were no questions:
- (a) Eight Kent business leaders had been recognised by the Department of National Trade Export Champions and would help companies and aspiring directors to increase trade abroad.
- (b) Panattoni had signed a multi-million pound deal with Tonbridge and Malling Borough Council and Kent County Council, which finalised planning permission to build high quality warehousing distribution space in Aylesford. Panattoni would also fund the construction of a £7million road link as well as environmental improvements and public rights of way.
- (c) The East Kent coast had been named one of the fourth best regions in the world to visit by Lonely Planet and Mr Murphy recognised the work of the Council's partner, Visit Kent, in achieving this.
- (d) The Taste of Kent Awards 2022 was officially launched at Bluewater shopping centre in November, hosted by KCC's partner Produced in Kent.
- (e) Discussions were taking place with Essex County Council regarding the No Use Empty Scheme and how the Council could run the scheme on their behalf for a fee.
- (f) The Inland Border Facility lease for Dover District Council had been signed off and the Council was working closely with Dover Harbour Board regarding the Entry/Exit System (EES) to alleviate delays at the docks.
4. Mr Jones, the Corporate Director, Growth Environment and Transport, then gave a verbal update on the following:
- (a) Work was taking place with partners at the ports regarding potential disruption caused by fuel shortage and supply issues. The Public Protection Service and Trading Standards Team had been working closely with government to understand the scale of impact of further custom changes.
- (b) Mr Jones was pleased to report that 30 bids had been submitted through the Community Renewal Fund and 11 bids had been successful in securing

approximately £30million. 8 of the schemes, amounting to approximately £7million, related to employability and skills development. Mr Jones said significant success was in Ashford which would bring a significant economic boost to the area.

(c) Mr Jones said Miss Carey, Cabinet Member for Environment, had been pushing forward a planned tree proposal, addressing both rural and urban areas. Reinvigorating the urban land scape was a key part of work going forward and would be part of the Environmental Strategy and the Biodiversity Strategy.

(d) Finally, Mr Jones advised that during November, the Environment Act 2021 had achieved royal ascent which would help in the pursuit of climate change, biodiversity issues and the green agenda across Kent.

5. It was RESOLVED that the verbal updates be noted, and Members agreed to receive a report at a future meeting on an overview of funding packages (Shared Prosperity Fund, Levelling Up Fund, Green Fund) to include the totality of funds, their objectives and how they could be utilised and monitored by the Council.

4. Developer Contributions

1. Mr Nigel Smith introduced the report which outlined the Council's approach to developer contributions within the existing legal and planning policy framework. Mr Smith highlighted the several challenges in securing developer contributions and said the Planning White Paper (Aug 2020) would introduce proposals to replace the existing Section 106 Developer Contributions and Community Infrastructure Levy System (CIL) with a new 'Infrastructure Levy'.
2. Mr N Smith, Ms Platts, and Ms Head responded to comments and questions from the committee, including the following:
 - (a) The Planning White Paper, and the Council's response, would be circulated to Members following the meeting and discussed further at a future committee meeting.
 - (b) Ms Platts gave an update on the Kent Growth Infrastructure Framework (GIF) and said although the high-level picture of growth and cost included in the GIF remained a good guide, the housing need was constantly changing, and local plan reviews were constantly being undertaken. Officers were therefore working on developing a digitised version of the GIF which would be regularly updated with new data and would show a more up to date idea of the infrastructure gap. Ms Platts said East Kent would be focused on first before developing it further across Kent.
 - (c) Asked about the issue of developer viability and whether Section 106 Developer Contributions could be retrospectively claimed, Mr N Smith said there was a toolkit of mitigation measures which assessed the validity in numeric terms and where applicable overage payments were received.

- (d) Asked whether the promise of health services as part of a development was followed up with the NHS Mr N Smith said the Council was not the statutory authority and communication took place between the District Local Planning Authorities and the relevant statutory service ie the NHS.
- (e) Asked about special education needs Mr N Smith said they work closely with education colleagues and Area Education Officers and were producing a methodology for seeking special education needs for the future.
- (f) Asked about the basic need funding gap for school expansion Ms Head said some forward funding had been put into the capital programme to reduce the gap but she was hopeful that any forward funding for basic need from the authority would be reduced.
- (g) Asked whether Section 106 funding only applied to local authority schools and not academies Ms Head said she would check with the relevant service and would circulate a written answer to Members outside of the meeting.
- (h) Asked whether the Council was under-resourced in chasing developers for overage payments Mr N Smith confirmed this was the case based on the process being very time consuming. He said there were two elements involved, one where an overage clause was in place and one where developers would come back after consent was granted saying they could no longer deliver the contributions. The latter would involve finding areas that could be compromised for example adjusting cashflow rather than service provision.
- (i) Asked whether viability assessments could be made more robust, and developers made more accountable, Mr N Smith said a lot of time was spent looking at viability and due diligence was done on company checks and understanding the market.
- (j) Asked why the figure for waste was as low as £190,000 since 2014, Mr N Smith said this figure was misleading as waste provision was provided off site, and there were cross boundary issues.
- (k) Asked why the distribution of funding for youth and community looked low Mr N Smith said this was because the figure was comparative in relation to other figures for example education.
3. It was RESOLVED that the introductory paper be noted and that the committee agreed to receive future in-depth papers exploring challenges and opportunities for KCC regarding developer contributions, and KCC's existing and evolving approach, and that the following be included in a report to the next meeting:
- The component parts of the Kent Growth Infrastructure Framework (GIF).
 - The Planning White Paper, and the Council's response.
 - Resource requirements to maximise developer contributions and challenge viability claims.

5. KCC's Infrastructure Funding Statement 2020-2021

1. Ms Chantler introduced the report and said the statement showed a snapshot of developer contributions dealt with by the Council in any one year. The statement outlined the money the Council was holding at the beginning of April 2020, what was allocated during the year and the money held at the end of March 2021. Three case studies, giving an idea of the projects supported by developer contributions, were included in the statement.
2. Ms Chantler responded to comments and questions from the committee, including the following:
 - (a) Asked whether the total amount of developer contributions could be monitored against the number of houses consented (excluding social housing) Ms Chantler said there was a lot of data produced at district level and she would investigate this.
 - (b) Asked whether a final sales figure per significant development could be provided against developer contributions received, the Chairman suggested this be included in a future Section 106 Developer Contributions report to the committee.
3. It was RESOLVED that the KCC's Infrastructure Funding Statement for 2020/21, attached as Appendix A, be noted.

6. Trading Standards Update

1. Mr Rock introduced the report which included the figures for 2020/2021 and said it reflected the hard work of the Officers during the pandemic. This work was achieved through co-operation with agencies and services, in particular the Public Protection Intelligence Team, Public Protection Communications Team and Community Wardens. Mr Rock highlighted the significant areas of operational activity included in the report and said the service operated across three distinctive areas of work: compliance, investigations, and advice. Mr Rock said the service would face significant changes and challenges at the end of the Brexit transition and a measured approach would be used in appointing staff in critical roles.
2. Mr Rock said the service continued to face changes in terms of more remote activity, new legislation, and changes to EU legislation to create UK equivalent legislation. The service was engaging regionally with the Southeast Regional Trading Standards Authorities and engaged nationally with government including national panels dealing with imports and controls at the ports.
3. The Chairman congratulated the Trading Standards Team for their work in adapting to the change imposed upon them over the last two years and asked whether more funding would be made available from central government to cover the additional workload to which Mr Rock said he was optimistic.

4. Mr Rock responded to comments and questions from the Committee, including the following:
 - (a) Asked for an update on dealing with the pressures of Brexit Mr Rock said the changing of dates for the end of the Brexit transition had given more time for a clear plan to be put in place.
 - (b) Asked whether changes in society demands were affecting the asks of the service, Mr Rock said the service was intelligence led and operated on a strategic level, with resources directed where needed most. The team assessed and analysed local, regional, and national intelligence from the Public Protection Intelligence Unit and the Citizens Advice Consumer Service to provide the target areas.
 - (c) Asked whether there were any training or resource issues within the area of online crime Mr Rock said there was a specialist National Trading Standards E-crime team tackling national issues. Any local online issues were received and monitored, and they had the ability to carry out online investigations.
 - (d) Asked whether there was a reason for the increase in import referrals for September Mr Rock said an influx of referrals had been received from the Office of Product Safety and Standards which reflected the increase in imports and referrals.
 - (e) Asked which sports grounds had been covered under the Council's responsibility for overseeing safety at sports grounds Mr Rock said he would provide that information outside of the meeting.
 - (f) Asked whether resources were utilised from other areas to deal with the pressures of the pandemic Mr Rock said resources within the service were reallocated with capacity drawn from areas where demand had decreased due to the shutting down of businesses. Additional funding had been received from Public Health and contractors were used to carry out additional work.
5. It was RESOLVED that the report be noted, and the committee congratulated Mr Rock and the Trading Standards Team for their good work.

7. 'Project Gigabit' Broadband Programme

1. Ms Harrison introduced the report which set out the plans for the government's national 'Project Gigabit' broadband programme, how it was going to be delivered and the opportunities for Kent. Ms Harrison said the Council was supporting BDUK on the roll out of the programme, particularly with regards to the procurement, and would continue to champion the needs of Kent businesses and residents as the programme progressed.
2. Ms Harrison responded to comments and questions from the committee, including the following:

- (a) Asked about the delivery of the programme in rural areas Ms Harrison said the broadband team had worked with Open Reach on the Kent BDUK Project and the government were investigating how to take forward the Project Gigabit procurements with voucher schemes. Ms Harrison stated that BDUK intended to pause the national voucher scheme whilst the major procurement took place.
 - (b) Asked where the hard-to-reach areas within Kent were, Ms Harrison said areas were scattered around the county and were typically outside the village envelope. Ms Harrison said the government were yet to define 'very hard-to-reach' formally.
 - (c) Asked whether residents should still be encouraged to input their upload and download speeds online Ms Harrison said the government was not currently asking people to do that and that speed and coverage data was collected and monitored by BDUK and Ofcom.
 - (d) Asked whether there were other technological possibilities in reaching the hard-to-reach areas Ms Harrison said she hoped few premises in Kent would qualify under the government's definition of 'very hard-to-reach' and therefore potentially fall outside the scope of the Project Gigabit procurements. The Council's policy position was to only look at wireless where there was no prospect of a fibre-based connection being delivered.
3. It was RESOLVED that the current position be noted and that the committee supported the proposed approach and would receive an update on the Project Gigabit Broadband Programme at a future meeting.

8. Kent & Medway Business Fund New Loan Programme

- 1. Ms Berdo introduced the report and presented a series of slides which gave an overview of the Kent & Medway Business Fund New Loan Programme, the eligibility criteria, the process of applying and contract monitoring.
- 2. Ms Berdo and Mr D Smith responded to comments and questions from the committee, including the following:
 - (a) Asked for clarification on the 5% administration fee, Ms Berdo said the 5% fee ensured the project was delivered and that the fee covered legal costs, internal commissioning of director and company credit reports, and an external third-party appraisal report which was delivered to the Investment Advisory Board. Mr D Smith said the 5% administration fee provided an estimate lifetime cost of administering the loan with larger loans requiring more interrogation of business affairs and corporate structure.
 - (b) Asked about potential interest rate increases and whether this would affect the application fee Ms Berdo said expenditure on administering the fund was reviewed each year and to date there had not been an increase in administration fee. The scheme currently had a pot of £8million and to date 18 pre-applications had been received totalling £4,035,000.

(c) Asked about the arrangements for businesses when funding was no longer available Ms Berdo said when the funding round closes an expression of interest process is operated to capture the details of interested businesses in readiness for the next funding round to open.

(d) Asked for clarification on the 5% management fee in addition to the 5% application fee Mr Riley said the 5% application fee was charged to the Applicant and the Council had the ability to draw down a further 5% from the fund itself under a contract with The Department for Business, Energy and Industrial Strategy (BEIS).

3. It was RESOLVED that the report be noted.

9. Contract Extension for Coroners' Post Mortem Examinations

1. Ms Holt-Castle introduced the report which covered the proposed extension of the contract for body storage and post mortem facilities with Dartford & Gravesham NHS Trust that expired on 30 September 2021.

2. It was RESOLVED that the proposed decision to award a 12-month extension to the PM contract with Dartford & Gravesham NHS Trust for the period 1 October 2021 to 30 September 2022 as shown at Appendix A, be endorsed.

10. Work Programme 2021/22

It was RESOLVED that the Work Programme 2021/22 be noted, subject to the inclusion of the following items:

- Review of existing Key Performance Indicators and Performance Dashboard.
- Section 106 Developer Contributions to become a standing item at future committee meetings.
- Overview of Funding Packages - Shared Prosperity Fund, Levelling Up Fund, Green Fund.
- 'Project Gigabit' Broadband Programme Update

From: Michael Hill, Cabinet Member for Community and Regulatory Services
Simon Jones, Corporate Director, Growth, Environment & Transport

To: Growth, Economic Development and Communities Cabinet Committee
– 13 January 2022

Decision No: For information only

Subject: **Decisions taken between Cabinet Committee Meetings**

Classification: **Unrestricted**

Past Pathway of Paper: Cabinet Member Decision

Future Pathway of Paper: N/A

Electoral Division: County-wide

Summary: The attached decision was taken between meetings of the Growth, Economic Development and Communities Cabinet Committee as it could not be reasonably deferred to the next programmed meeting of the Cabinet Committee for the reasons set out in paragraph 2.4 below.

Recommendation:

The Growth, Economic Development and Communities Cabinet Committee is asked to note that decision 21/00125, Kent Country Parks Playpark Equipment was taken between meetings of the Cabinet Committee in accordance with the process set out in the Council's constitution.

1. Introduction

- 1.1 The Cabinet Member for Community and Regulatory Services has taken decision 21/00125 to award and enter into appropriate contractual arrangements to install new playpark equipment and/ or enhance existing playpark equipment across the Kent County Council portfolio of Kent Country Parks
- 1.2 The decision was taken between meetings of the Environment and Transport Cabinet Committee, as it could not reasonably be deferred due to the reasons set out in paragraph 2.4 below.

2. Background to decision

- 2.1 Kent County Council has secured time limited Contain Outbreak Management Fund (COMF) funding to enlarge or install new playpark equipment and outdoor seating/picnic areas to help reduce the spread of COVID-19. The funding will have a particular focus on improving the park facilities in areas of higher deprivation.

2.2 The play areas will:

- include engaging equipment, suitable for all ages under 12.
- be inclusive and provide DDA compliant elements allowing access for all.
- be able to accommodate numerous children at once, due to the high foot fall the parks receive.

2.3 The COMF funding was awarded on 15 November 2021, however clarity of the funding restrictions were not detailed until early December 2021.

2.4 Due to the lead times to manufacture and deliver the playpark equipment the order is required in early January at the latest. There is a risk that the work would not be completed by the 31 March 2022, and therefore the funding lost as it currently cannot be rolled over to financial year 2022/23.

3. Recommendation(s)

The Growth, Economic Development and Communities Cabinet Committee is asked to note that decision 21/00125, Kent Country Parks Play Equipment was taken between meetings of the Cabinet Committee in accordance with the process set out in the Council's constitution.

4. Background Documents

- Record of Decision: 21/00125

Contact details Report Author Theresa Warford, Staff Officer Theresa.warford@kent.gov.uk 03000 417192	Relevant Director Simon Jones Corporate Director, Growth, Environment and Transport Simon.jones@kent.gov.uk 03000 41163
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From: Peter Oakford, Deputy Leader and Cabinet Member for Finance, Corporate & Traded Services

To: Growth, Economic Development and Communities Cabinet Committee – 13 January 2022

Subject: Draft Ten Year Capital Programme, Revenue Budget 2022-23 and Medium Term Financial Plan 2022-25

Classification: Unrestricted

Summary:

The budget report published on 5 January 2022 sets out the background to and draft budget proposals for the capital programme, revenue budget for the forthcoming year and medium term financial plan. The report is a standard report for the whole council focussing on the key strategic considerations underpinning the decisions necessary for County Council to agree the budget at the Budget Meeting in February

Recommendations

The Committee is asked to:

- a) NOTE the draft capital and revenue budgets including responses to consultation
- b) SUGGEST any changes which should be made before the draft is presented to Cabinet on 27th January 2022 and full County Council on 10th February 2022

Contact details

Report Author(s)

- Dave Shipton (Head of Finance Policy, Planning and Strategy)
- 03000 419418
- dave.shipton@kent.gov.uk
- Cath Head (Head of Finance, Operations)
- 03000 416934
- Cath.Head@kent.gov.uk

Relevant Corporate Director:

- Zena Cooke
- 03000 416854
- zena.cooke@kent.gov.uk

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**From: Derek Murphy, Cabinet Member – Economic Development
Simon Jones, Corporate Director – Growth, Environment and Transport**

**To: Growth, Economic Development and Communities Cabinet Committee
– 13 January 2022**

Subject: Growth, infrastructure, and planning reform

Classification: Unrestricted

Past Pathway of report: None

Future Pathway of report: None

Electoral Division: All

Summary: This report introduces the Kent and Medway Growth and Infrastructure Framework (GIF), the Kent County Council (KCC) response to the 2020 Planning White Paper and potential resourcing implications relating to developer contributions.

Recommendation(s):

The Growth, Economic Development and Communities Cabinet Committee is asked to note and discuss the report.

1. Introduction

- 1.1 Following on from the Development Contributions paper presented to the Growth, Economic Development and Communities Cabinet Committee on 17 November 2021, this report introduces Members to the Kent and Medway Growth and Infrastructure Framework (GIF) 2018, the changing context since its publication and current workstreams which will, in time, provide a comprehensive update on infrastructure and growth.
- 1.2 A summary of the KCC response to the Planning White Paper (submitted 29 October 2020) is also provided following its presentation to the Cabinet on 12 October 2020, alongside an update on KCC resourcing to maximise the level of infrastructure funding and in response to current and expected planning reforms.

2. Growth and infrastructure across Kent

- 2.1 The GIF was a pioneering document providing a strategic picture of the growth planned in adopted Local Plans prepared by districts, as well as the infrastructure requirements needed to support growth across Kent and Medway to 2031. It was originally compiled by consultants AECOM (2016) and then substantially updated in-house and republished (2018). It was fundamentally a lobbying document and has been used extensively for this purpose. It was chosen as a winner for the 'Excellence in the Planning to Deliver Infrastructure' category of the Royal Town Planning Institute

(RTPI) Southeast Planning Awards 2016, being recognised at that time for its innovative approach and how it was (and still is) being used to shape the infrastructure agenda.

- 2.2 The GIF identified that £16.4bn of infrastructure would be required across Kent and Medway to support the delivery of 178,600 homes by 2031 (based on housing trajectories as of October 2017 for the time period 2011/12 – 2030/31). Within the GIF, all infrastructure projects were categorised into six service sectors: Community and Culture; Education; Health and Social Care; Natural Environment; Transport; and Utilities. For each infrastructure sector, the GIF provided the infrastructure cost breakdown of ‘expected’ and ‘secured’ funding (i.e., what has been secured through development contributions or what could be expected from Government funding) and the infrastructure ‘gap’ – i.e., the projects where it was not known where the funding would come from.
- 2.3 The GIF also recognised that cross-county infrastructure schemes were and remain critical to the area’s growth potential and provide connectivity that will significantly impact growth across Kent looking ahead to 2031 and beyond. As such, “wider than Kent” projects (e.g., Lower Thames Crossing and the Crossrail to Ebbsfleet proposal) were included in the GIF costings. For instance, the GIF identified the Crossrail to Ebbsfleet proposal (as part of the Abbey Wood to Ebbsfleet Transport Study) as a strategic priority but classed it as an unfunded scheme. The inclusion of cross-county projects had a significant impact on the overall costs.

	GIF 2018 Update	
Housing growth (2011-2031)	178,600	
Population growth (2011-2031)	396,300	
New jobs	170,300	
	With cross-county projects	Without cross-county projects
Total infrastructure requirement	£16,376,314,000	£5,469,162,000
Infrastructure funding gap	£3,956,994,000	£1,440,458,000

- 2.4 The GIF calculated a total funding gap of **£3.96bn** that would need to be filled in order to deliver all of the infrastructure required to support planned housing and economic growth to 2031. As illustrated in chart 1 below, 76% of the infrastructure funding gap related to non-KCC infrastructure. Of that non-KCC segment, two thirds of the gap related to the Crossrail to Ebbsfleet proposal (£2 billion).

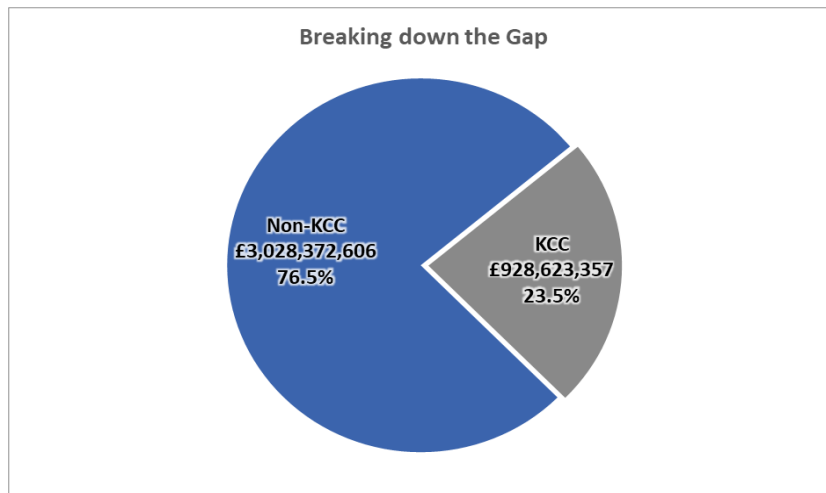


Chart 1: Breaking down the funding gap

- 2.5 A preferred option for the Crossrail to Ebbsfleet proposal has been identified (November 2021), however, timeframes for the proposal have changed, meaning that it would not take place within the current GIF timeframe.
- 2.6 One of the tools available to KCC to fund infrastructure is via the use of developer contributions. These section 106 legal agreements are commonly used by the County Council and commit developers to provide sums of money towards infrastructure that would mitigate the impact of new development and support the delivery of sustainable communities. Over the past five years, KCC has secured nearly £300m in developer contributions (including £98m in the last financial year 2020/21). For illustrative purposes, this is broken down into the GIF service sectors in chart 2 below.
- 2.7 It should be noted that because KCC provides commissioned services for Adult Social Care, the majority of these services are considered as revenue-based and therefore not eligible for developer contributions.
- 2.8 Since 2019, Government policy means it is now a requirement for all local authorities to publish information about developer contributions, including how much has been secured, spent, or retained. This publication is called an Infrastructure Funding Statement. Further information on KCC's Infrastructure Funding Statements for 2019/20 and 2020/21 can be found on the KCC website. A paper on KCC's Infrastructure Funding Statement 2020-2021 was taken to the Growth, Economic Development and Communities Cabinet Committee on 17th November 2021 – agenda item 6).

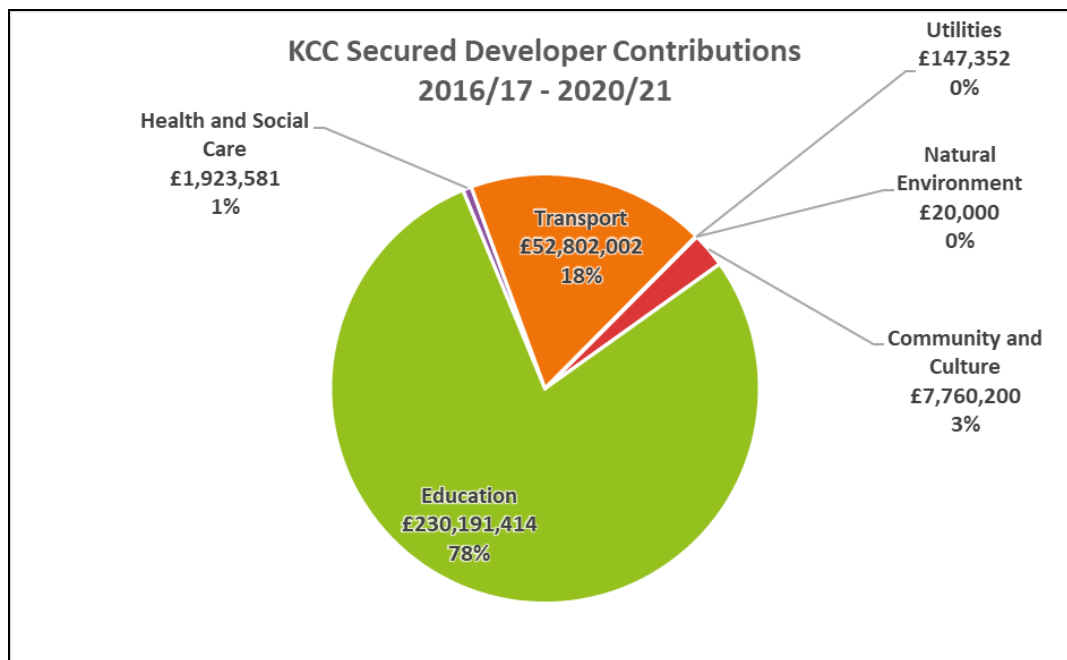


Chart 2: KCC secured developer contributions

- 2.9 Building on the original 2016 and 2018 GIFs, work is now being undertaken to provide a comprehensive update on infrastructure and growth. A digital platform is being developed to deliver an accessible and interactive spatial view of Kent-wide planned housing growth and infrastructure data (up to 2040).
- 2.10 Using a methodology similar to that used for the GIF, the digital platform will provide robust analytics and a strong foundation from which to have early and meaningful discussions with key stakeholders around strategic and local growth options. It will assist in the planning around funding and financing that will be sought via developer contributions and other funding routes to secure the necessary infrastructure to support sustainable growth. It will be vital in enabling the important early conversations about delivery of infrastructure, particularly once further clarity emerges in respect of the proposed White Paper reforms around the duty to cooperate.
- 2.11 The project is at an early stage. Data gathering exercises are being carried out to provide a better understanding of the data available, and how it can be incorporated into a platform. A pilot platform, focused on East Kent could be available by mid-2022, ahead of the platform being broadened out to the whole of Kent. It will have a key role in underpinning the Infrastructure Proposition, which is referred to in paragraph 3.7 below

3. A changing picture – housing, infrastructure, and planning reforms

- 3.1 The GIF provided a 20-year picture of housing growth (from 2011 to 2031), using adopted Local Plan figures. Annual housing delivery data enables a comparison of the planned housing with what was actually built, over the past five years (2015/16 – 2019/20).

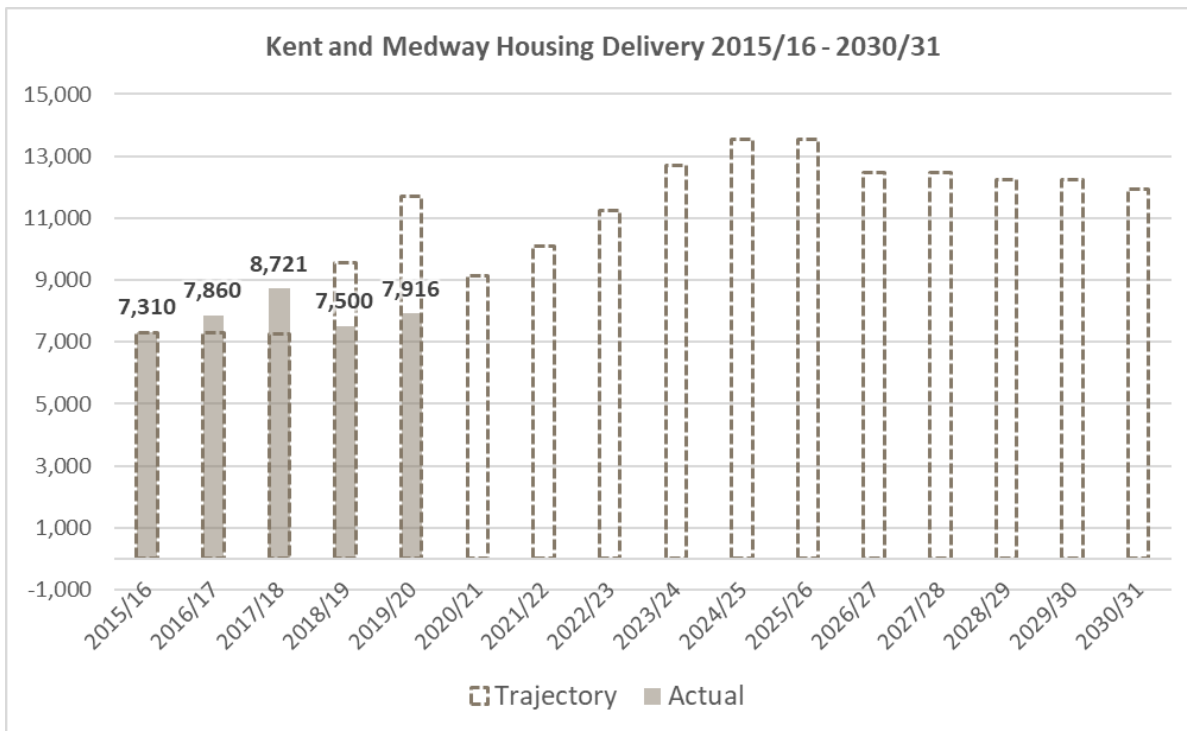


Chart 3: Kent and Medway Housing forecast and Delivery (Source: Kent Analytics)

- 3.2 Kent and Medway delivered 3,800 fewer houses than the GIF projected between 2015/16 and 2019/20. The trajectory from 2020/21 onwards reflects the latest housing figures provided to KCC. These are submitted annually by each district and reflect their latest position in terms of housing completions, five-year housing land supply and local plan trajectory.
- 3.3 Whilst there has been a dip in delivery in the past two years compared to what was presented in the GIF (using adopted Local Plan housing figures), recent housing delivery in Kent remains high in comparison to the rest of the country. In the period 2015/16 – 2019/20, excluding Unitary Authorities and London Boroughs, Kent delivered the second highest volume of housing, after only the Metropolitan County area of Greater Manchester¹.
- 3.4 In 2018, Government introduced the standard method for assessing housing need, intended to make assessing the minimum number of homes needed easier and more transparent. The new standard method has resulted in significant increases in housing need across most of Kent districts and boroughs as they plan for new housing and infrastructure in their Local Plans.
- 3.5 The latest projections now suggest 190,700 homes will need to be provided in the 20 years between 2011/12 and 2030/31, compared to 178,600 set out in the GIF.
- 3.6 Housing and population growth has far outpaced the delivery of the infrastructure required to sustain it. Combined with unprecedented funding challenges, local services across the County are under ever-growing pressure. The increased level of

¹ Based on analysis of [ONS Table 253: permanent dwellings started and completed, by tenure and district](#)

housing need and pressures on infrastructure and services indicate the need for a new way of funding and delivering infrastructure.

- 3.7 The Infrastructure Proposition looks to address key actions in the GIF, in respect of defining the investment gap and working with Government and partners to ensure that there is clear recognition of the shortfall in capital investment identified in delivering planned, high-quality growth across Kent and Medway (GIF action 1), taking a place-based approach (GIF action 2), and looking at mechanisms that may help fund infrastructure (GIF action 3).
- 3.8 It is a place-based proposition that is being developed with Government, to attract new investment and planning flexibilities into Kent and Medway. The approach indicates how, with greater infrastructure investment and - crucially - planning flexibilities, Kent could better deliver and manage good growth. As part of this work, critical local infrastructure priorities across the county are being captured to plan strategically for growth and support specific local bids for infrastructure funding. The 'Infrastructure Proposition' seeks to:
- Secure new funding for critical infrastructure across the county to release and accelerate growth
 - Explore opportunities to grant Kent and Medway new planning flexibilities and freedoms through shared infrastructure planning
 - Establish a new way of working with Kent and Medway across Government to support both local growth ambitions and public service infrastructure where growth has already been delivered and public services are under strain
- 3.9 A response to the joint letter signed by Kent and Medway Leaders sent to the Secretary of State on 6th September 2021 was received, welcoming the “shared focus on placemaking and commitment to housing and wider growth... recognising [our] work on “Infrastructure First” ...[as] an important element of Kent and Medway being able to make well-evidenced and joined up bids for available funding.” This supports our approach that work should be strongly evidence-based with clear links between investment and delivery.

4. Planning reforms and changes to funding infrastructure

- 4.1 The Planning White Paper was published in August 2020 by the Rt Hon Robert Jenrick MP, who at the time was the Secretary of State for Housing, Communities and Local Government. It proposed major reforms to significantly simplify, accelerate and create a more predictable planning system.
- 4.2 The White Paper consultation put forward 22 proposals, based around three pillars (planning for development; planning for beautiful and sustainable places; and planning for infrastructure and connected places). The reforms included proposals to streamline the planning process, introduce a zoning approach to plan making, introduce binding housing requirements, remove the duty to cooperate and introduce reforms to developer contributions.
- 4.3 Proposal 3, to remove of the legal requirement for the Duty to Cooperate - is of particular interest. It is not yet clear what mechanisms would replace the Duty to

Cooperate and significant further detail is required on strategic planning across local authority boundaries and with infrastructure providers. There are many types of infrastructure and service provision (transportation, waste, and education to name just a few of those applicable to KCC) that cross district boundaries and need to be considered by more than one local authority.

- 4.4 Proposal 19, to “Introduce an Infrastructure Levy with a mandatory nationally-set rate/s (abolish the current system of planning obligations)”, is especially pertinent for the County Council in the delivery of its infrastructure and services.
- 4.5 The proposal presented in the White Paper is for the Community Infrastructure Levy (CIL) and section 106 processes to be abolished and replaced with a new Infrastructure Levy. The Levy is proposed to be a fixed proportion of the value of development (above a set threshold) and intended to be focused where affordability pressure is highest, to stop land supply being a barrier. Councils would be allowed to borrow against Infrastructure Levy revenues to forward fund infrastructure, with more freedom proposed on the ability of councils to spend the monies.
- 4.6 The current mechanism for the CIL fundamentally does not fully address the issue of infrastructure funding and can often be to the detriment of the provision of essential and strategic infrastructure, such as education. This creates significant additional financial pressure on providers of statutory services and in particular, county councils. Whilst a nationally applied tax could be successful, clarity was not provided on how the Infrastructure Levy rate (i.e., a fixed proportion of the value of the development, above a set threshold) could be set, which body would be the charging/administrative authority or how the levy will be distributed.
- 4.7 Clarity was also not provided within the White Paper regarding how county councils would receive contributions and there is general concern around how county councils would gain access to Infrastructure Levy funds. The proposal to remove section 106 agreements and CIL would be a fundamental shift. Details have yet to be presented as to how this would work in practice.
- 4.8 The current section 106 system, whilst not perfect, is an effective tool to secure essential infrastructure and statutory services whereas CIL has proved ineffective and inadequate. There is often a significant reliance by KCC on the use of section 106 agreements, particularly for major or strategic sites. Therefore, should an Infrastructure Levy be introduced, the County Council response (see paragraph 4.9) set out that it should aim to capture more than the current mechanisms tend to allow, to support greater investment in the infrastructure that is essential to support growth and deliver sustainable and future proofed communities.
- 4.9 A report was taken to the County Council’s Cabinet on 12 October 2020 outlining the key reforms set out in the White Paper, particularly in respect of their implications for the County Council. Cabinet was asked to provide comment on matters to be included in the KCC response, which was submitted on 29 October 2020.
- 4.10 In September 2021, the Rt Hon Michael Gove MP replaced Rt Hon Robert Jenrick MP and is now the Secretary of State at the newly named Department for Levelling Up, Housing and Communities. There has been very little formally announced in respect of

how the new Secretary of State will now take the planning reforms forward. However, in November 2021, the Housing Secretary presented his planning priorities to the cross-party Housing, Communities and Local Government Select Committee. They included:

- A greater focus on beauty in new schemes
- Digitalising the planning system
- Simplifying plan-making
- Achieving net zero carbon emissions in new housing
- Giving communities a greater say over development
- Reforming infrastructure funding

4.11 The Government's final response to the White Paper remains outstanding and based on the latest understanding of officers, is anticipated to be published in early 2022. The Planning Bill is not expected to be published before the middle of 2022.

4.12 In December 2021, "The Future of Strategic Planning in England" report by the County Councils Network (CCN) was published, which proposes new arrangements to help ensure that local infrastructure is not overburdened by new housing development and could assist with the government's levelling up agenda. It proposes a 'Strategic Growth Plan' to provide a framework (but not supersede) individual councils' Local Plans. These proposals are being put forward to Government for inclusion within the revised planning reforms to ensure strategic planning matters continue to be considered in the absence of the duty to cooperate mechanism.

5. Resourcing public planning

5.1 The Royal Town Planning Institute (RTPI) has undertaken research to explore the level of resourcing in planning and what level of resourcing might deliver the places and homes we need. Its Research Paper "Resourcing Public Planning" (July 2019) examines the current level of resourcing, points to problems arising from reduced expenditure and makes a case for increased spending on planning as an efficient way of delivering social outcomes.

5.2 It makes the case for investment in planning as a way of delivering against the objectives of central and local government and proposes doubling investment in planning in England, as well as other solutions (including training and apprenticeships). It argues that with more resourcing and powers, planning can help tackle the most important issues on the horizon.

5.3 The White Paper stated that the cost of operating the new planning system should be principally funded by the beneficiaries of planning gain (landowners and developers), rather than the national or local taxpayer. It was suggested that a small proportion of the income of developer contributions via the proposed Infrastructure Levy could be earmarked to cover overall planning costs (including Local Plans and design codes).

5.4 It is likely that there would be a high financial cost to implement all the proposed new reforms and ways of working, but no proper indication was provided as to how the proposed combination of a slice of the infrastructure levy and nationally based planning fees would cover costs. Concerns were raised in the KCC response as to

whether the fees proposals would adequately cover the full costs of running a planning service.

- 5.5 In the meantime, KCC is looking to adapt existing capacity and resources to maximise KCC's infrastructure funding, within the Growth and Communities Division. This will include aligning resources to respond to some of the challenges outlined above. Any resourcing model will potentially need to consider any future Department for Levelling Up, Housing and Communities (DHULC) plans for reform.

6. Financial Implications

- 6.1 There are no financial implications with this report. Paragraph 5 above has relevance, however.

7. Legal implications

- 7.1 No decision is required.

8. Equalities implications

- 8.1 There is no proposed decision requiring an Equality Impact Assessment. The digital platform described at 2.9 will be the subject of an Equality Impact Assessment as part of its development.

9. Other corporate implications

- 9.1 As indicated throughout this paper, KCC's approach to infrastructure funding and resourcing has implications across a range of statutory county council functions.

10. Governance

- 10.1 There is no proposed decision requiring a scheme of delegation.

11. Recommendation

Recommendation:

The Growth, Economic Development and Communities Cabinet Committee is asked to note and discuss the report.

10. Background Documents

- 10.1 Kent and Medway Growth and Infrastructure Framework (2018):
<https://www.kent.gov.uk/about-the-council/strategies-and-policies/environment-waste-and-planning-policies/growth-and-infrastructure-framework-gif>
- 10.2 Planning for the Future White Paper August 2020:
<https://democracy.kent.gov.uk/documents/s108632/MHCLGPlanningConsultation.pdf>

- 10.3 KCC response to the Planning White Paper (August 2020):
<https://democracy.kent.gov.uk/documents/s108630/PlanningfortheFutureWhitePaper.pdf>
- 10.4 Resourcing Public Planning – RTPi Research Paper (2019):
<https://www.rtpi.org.uk/media/5906/resourcingpublicplanning2019.pdf>
- 10.5 KCC’s Infrastructure Funding Statement 2021-2022:
<https://www.kent.gov.uk/about-the-council/strategies-and-policies/environment-waste-and-planning-policies/infrastructure-funding-statement-2019-2020>
- 10.6 A letter signed by Kent and Medway Leaders sent to the Secretary of State (6 September 2021):
<https://democracy.kent.gov.uk/documents/s108631/KentCouncilLeadersInfrastructureletter.pdf>
- 10.7 A response to the joint letter signed by Kent and Medway Leaders sent to the Secretary of State:
<https://democracy.kent.gov.uk/documents/s108633/DLUHCResponse.pdf>

11. Contact details

Report Author:
Sarah Platts
Strategic Planning and Infrastructure
Manager, Growth and Communities
03000 419225
Sarah.Platts@kent.gov.uk

Relevant Director:
Stephanie Holt-Castle
Director, Growth and Communities
03000 412064
Stephanie.Holt-Castle@kent.gov.uk

From: Roger Gough, Leader of Kent County Council
Stephanie Holt-Castle, Director, Growth and Communities
Chris Seamark, GBF Programme Manager
Sarah Nurden, KMEP Manager

To: Growth, Environment and Communities Cabinet Committee – 13
January 2022

Subject: **Further investment of Getting Building Funding (GBF) in
third-party projects**

Decision No: 21/00120

Past Pathway of Paper: N/A

Future Pathway of Paper: For decision by Leader of Council

Electoral Division: Tunbridge Wells South and Dover Town

Summary: In 2020, the Government made a call to Local Enterprise Partnerships for shovel-ready schemes that were able to spend in the next 18 months, as a way to stimulate economic recovery and help mitigate the impact that COVID-19 has had on employment levels.

The Government subsequently awarded £85m of Getting Building Funding (GBF) to the South East Local Enterprise Partnership (SELEP), with which SELEP has funded thirty-six projects from across East Sussex, Kent, Medway, Thurrock, Southend, and Essex.

On 19th November 2021, the SELEP Accountability Board removed one of East Sussex's GBF projects from this programme. This meant £3.5m of GBF became available to be reallocated to alternative projects on SELEP's GBF reserve project pipeline.

The Amelia Scott project in Tunbridge Wells and the Techfort Project in Dover are on SELEP's GBF reserve project pipeline.

A key decision is therefore required to enable grant agreements to be entered into by Kent County Council, should the SELEP Accountability Board award funding to these third-party projects.

Recommendation(s):

The Cabinet Committee is asked to consider and endorse, or make recommendations to the Leader of the Council on the proposed decision to

Agree that the Getting Building Funding (GBF) will be used to support the Kent-based third-party projects that are awarded GBF by the South East Local Enterprise Partnership's Accountability Board.

Act as the accountable body for third-party projects within Kent's administrative boundaries that are selected by the SELEP to receive GBF grant funding.

Delegate to the Section 151 Officer the authority to sign on KCC's behalf a grant agreement or equivalent, where this is required to draw down funds following business case approval.

The Proposed Record of Decision is attached at Appendix A.

1. Introduction

- 1.1 In June 2020, the Government made a call to Local Enterprise Partnerships (LEP) for shovel-ready schemes that were able to spend in the next 18 months, as a way to stimulate economic recovery and help mitigate the impact that COVID-19 has had on employment levels.
- 1.2 Consequently, the South East Local Enterprise Partnership (SELEP), via the Kent and Medway Economic Partnership (KMEP), wrote to local stakeholders (including KCC) asking for their shovel-ready scheme suggestions. All forthcoming proposals were then submitted to Government, via SELEP, on 18th June 2020. The accumulated total of these SELEP suggestions equalled £573m.
- 1.3 On 3rd July 2020, the Government informed the South East Local Enterprise Partnership (SELEP) that it would receive £85million of 'Getting Building Fund' (GBF) to deliver 'shovel-ready' schemes. GBF is capital grant funding.
- 1.4 The Government asked SELEP to prioritise its original scheme suggestions for inclusion within the £85m funding envelope. The SELEP Strategic Board met on 16th July 2020 to make its decision.

2. Kent-based schemes already awarded Getting Building Funding

- 2.1 At its meeting on 16th July 2020, the SELEP Strategic Board confirmed seven Kent-based projects would be included within the £85m ask of Government. Of these, three are delivered directly by Kent County Council, and the remaining four being delivered by third-party promoters.
- 2.2 The names of these projects are:
 - Digitally Connecting Rural Kent & Medway
 - Thanet Parkway Railway Station
 - Javelin Way Development
 - First + Second Floors, Building 500, Discovery Park
 - The Meeting Place, Swanley
 - New Performing & Production Digital Arts Facility
 - Romney Marsh Employment Hub
- 2.3 The seven GBF projects were discussed with the Growth, Economic Development, and Communities Cabinet Committee in 2020, before the Leader took the following Kent County Council key decisions:
 - [Decision 20/00085](#) and
 - [Decision 20/00086](#)

- 2.4 In December 2020, a further £323,204 of GBF became available for reallocation by SELEP to a new GBF project. This is because one of the original SELEP GBF projects reduced its GBF ask by that sum.
- 2.5 At its meeting in December 2020, the SELEP Strategic Board decided to provisionally award the £323,204 to the St George’s Creative Project in Gravesham. A full business case for the project was subsequently presented to and endorsed by the SELEP Accountability Board in February 2021.
- 2.6 This project was discussed with the Growth, Economic Development, and Communities Cabinet Committee in January 2021, before the Leader took the following Kent County Council key decision to enable the project to progress:
- [Decision 21/00005](#)
- 2.7 All eight Kent-based projects are under construction currently, and due to spend 100% of their GBF by 31 March 2022.

3. SELEP’s creation of a GBF reserve pipeline & reallocation of funding

- 3.1 In March 2021, the SELEP Strategic Board decided it should create a reserve pipeline of GBF projects from the original proposals submitted in June 2020. This would be helpful in the event of an existing GBF project not being able to progress to completion.
- 3.2 The GBF reserve pipeline created by the SELEP Strategic Board in March 2021 is as follows:

Position on SELEP's GBF reserve pipeline	Project	Local Authority Area	GBF value
1	Princess Alexandra Hospital - Relocation of post graduate medical centre	Essex	£500,000
2	The Amelia Scott	Kent	£1,400,000
3	TechFort	Kent	£1,009,000
4	Seven Sister Country Park Visitor Infrastructure Uplift	East Sussex	£200,000
5	Food Street	East Sussex	£225,000
6	Station Approach Braintree Station Access	Essex	£2,000,000

- 3.3 On 19th November 2021, the SELEP Accountability Board removed one of East Sussex’s GBF projects from the programme (Fast Track Business Solutions for the Hastings Manufacturing Sector), as it has not yet been able to secure planning permission. This meant £3.5m of GBF became available to be reallocated to alternative projects on SELEP’s GBF reserve project pipeline.
- 3.4 Consequently, there should be sufficient funding for Princess Alexandra Hospital, The Amelia Scott, and the TechFort projects to be awarded GBF by SELEP.

4. The Amelia Scott, Tunbridge Wells

- 4.1 Tunbridge Wells Borough Council submitted a full business case seeking £1.4m of GBF for the Amelia Scott project to the SELEP Accountability Board for its consideration on 19th November 2021.
- 4.2 The Amelia Scott is a transformative project in the heart of Royal Tunbridge Wells town centre. The project is transforming two dilapidated grade-two buildings to be fit-for purpose and creating a new integrated and expanded building that will deliver a range of services including an enhanced library, museum, 'Gateway' (for customer services), visitor information, registration services and education space. Amongst other things, the project will deliver:
- 4,137sqm of new or improved learning/training floorspace, including 1,121sqm of additional floorspace for museum and library use;
 - An integrated set of buildings that will be a showcase for learning, culture and the arts attracting nearly half a million 480,000 visits each year and 18,000 learners on the site (and over 4,000 formally accredited qualifications) per annum;
 - A return of £5.58 in local economic activity for each £1 in subsidy for services and a huge boost for the local economy as a Town Centre that relies heavily on tourism and retail struggles to recover from the Covid pandemic.
- 4.3 The Amelia Scott is already part-way through construction, having been funded by Tunbridge Wells Borough Council, Kent County Council, the National Lottery Heritage Fund, and an Arts Council England grant. The £1.4m of GBF will be used to complete the fit-out of the building, to prepare it for opening in May 2022. All the GBF will be spent prior to the end of March 22, in accordance with the Government's requirement.
- 4.4 The SELEP Accountability Board decided to award the £1.4m of GBF to the Amelia Scott at its November meeting.

5. Techfort, Dover

- 5.1 Techfort Ltd were advised following the SELEP Accountability Board that £1.009m of GBF is now provisionally ring-fenced for their project. In order to formally secure this funding, Techfort Ltd must submit a full business case for the SELEP Accountability Board's consideration at their next meeting in February 2022.
- 5.2 The vision of Techfort Ltd is "to redevelop UK's most impressive fortress (the Dover citadel) into a cutting-edge and world-renowned technology hub. The technology campus will house within it an exciting co-working environment with advanced and unprecedented facilities, supporting an ecosystem of start-ups and early-stage technology firms and large corporates to create, strategise, launch, expand and achieve their full business potential. The primary goal is to deliver a world class campus that drives innovation and entrepreneurship, providing a place for the UK's creative minds to work, collaborate, network, learn and grow into successful businesses."

6. Legal and Financial Implications

- 6.1 SELEP requires Kent County Council to enter into a grant agreement with Essex County Council (which is SELEP's accountable body) for all schemes awarded GBF by SELEP within KCC's administrative boundary. The grant agreements give Kent County Council the legal and financial responsibility for ensuring the proper use and administration of the funding in accordance with the terms and conditions. For all third-party projects (such as The Amelia Scott and Techfort), a back-to-back grant agreement between Kent County Council and the third-party project promoter would then be signed.
- 6.2 A proposed record of decision is appended to this paper to allow this grant agreement to be entered into.
- 6.3 If Kent County Council chooses to not enter into a grant agreement for the GBF projects selected by the SELEP Strategic Board, the GBF funding could be either (i) retained by central government or (ii) reallocated to other projects by the SELEP Strategic Board.
- 6.4 The Government has specified that the GBF must be spent by 31 March 2022 or there is a potential that the funding will be clawed back by Government. Appropriate project management oversight is being directed to the GBF projects to minimise this risk, and GBF is paid to project promoters in arrears.

7. Policy Framework

- 7.1 The GBF investment will help Kent County Council to deliver against its objectives within Strategic Plan that was endorsed by County Council on 10 December 2020. Specifically, the capital grant investment will help deliver against these priority actions to help address the economic challenge:
- Work with our partners to deliver essential support for local businesses
 - Promote Kent's key business sectors and visitor economy and promote confidence among visitors and residents that our county is 'open' within Government guidelines
 - Work with partners to enable the necessary physical, social, and cultural infrastructure to make Kent an attractive place to live, work and invest in.
 - Work with partners to support and reimagine Kent's high streets and town centres as economic, social, and cultural centres.
 - Explore opportunities to maximise investment in building retrofit programmes, supporting the local retrofit industry
 - Develop a pipeline of 'shovel-ready' infrastructure projects to act as a catalyst for the construction industry.

8. Equalities Information & Data Protection

- 8.1 Each project must produce an Equalities Impact Assessment as part of the development of these business cases required for SELEP Accountability Board

approval. A Data Protection Impact Assessment is not required, as personal data is not included in the grant agreements or project business cases.

9. Conclusions

9.1 This key decision is required to enable grant agreements to be entered into so that additional Government funding may be secured for these projects. Due to the terms and conditions of the Government's Getting Building Fund, this funding can only be spent on these specific projects.

10. Recommendation(s)

The Cabinet Committee is asked to consider and endorse, or make recommendations to the Leader of the Council on the proposed decision to

Agree that the Getting Building Funding (GBF) will be used to support the Kent-based third-party projects that are awarded GBF by the South East Local Enterprise Partnership's Accountability Board.

Act as the accountable body for third-party projects within Kent's administrative boundaries that are selected by the SELEP to receive GBF grant funding.

Delegate to the Section 151 Officer the authority to sign on KCC's behalf a grant agreement or equivalent, where this is required to draw down funds following business case approval.

The Proposed Record of Decision is attached at Appendix A.

Appendices and background documents:

- Appendix A – Proposed Record of Decision
- Equality Impact Assessment:
<https://democracy.kent.gov.uk/documents/s108634/SELEPEqIA.doc.pdf>

Report Authors

Sarah Nurden
Kent and Medway Economic Partnership
Strategic Programme Manager
sarah.nurden@kent.gov.uk
03000 415618

Chris Seamark
GBF Programme Manager
Christopher.Seamark@kent.gov.uk
03000 413454

Relevant Director

Stephanie Holt-Castle
Director of Growth & Communities
Stephanie.Holt-Castle@kent.gov.uk
03000 412064

KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

DECISION TAKEN BY

Roger Gough

Leader of the Council

DECISION NO:

21/00120

For publication Yes

Key decision*

Yes

Subject: Further investment of Getting Building Funding in third-party projects

Decision:

As Leader of the Council I agree to:

Agree that the Getting Building Funding (GBF) will be used to support the Kent-based third-party projects that are awarded GBF by the South East Local Enterprise Partnership's Accountability Board.

Act as the accountable body for third-party projects within Kent's administrative boundaries that are selected by the SELEP to receive GBF grant funding.

Delegate to the Section 151 Officer the authority to sign on KCC's behalf a grant agreement or equivalent, where this is required to draw down funds following business case approval.

Reason(s) for decision:

Getting Building Funding was announced by Government on 10th June 2020. The funding is part of the Government's plan to deliver upgrades to local infrastructure and boost skills and help fuel a green economic recovery by investing in shovel-ready housing and infrastructure projects, creating jobs and supporting economic recovery.

Eight Kent-based projects have previously benefitted from a GBF award.

In November 2021, the SELEP Accountability Board removed one of East Sussex's GBF projects from this programme. This meant £3.5m of GBF became available to be reallocated to alternative projects on SELEP's GBF reserve project pipeline.

This key decision is required to enable grant agreements to be entered into so that additional Government funding may be secured for Kent-based projects on SELEP's reserve GBF pipeline. Due to the terms and conditions of the Government's Getting Building Fund, this funding can only be spent on these specific projects.

Cabinet Committee recommendations and other consultation:

Previously Kent County Council took decisions 20/00085 and 20/00086 in September 2020, and decision 21/00005 in February 2021 which enabled the investment of GBF into three Kent County Council-delivered projects and five third-party delivered projects within Kent.

This latest decision will be discussed by Members of Growth and Economic Development and Communities Cabinet Committee at their meeting on 13 January 2022.

Any alternatives considered:

If Kent County Council were to choose to not enter into a grant agreement for the GBF projects selected by the SELEP Strategic Board, the GBF funding could be either (i) retained by central government or (ii) reallocated to other projects by the SELEP Strategic Board.

Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:

.....
signed

.....
date ...

Name:

From: Mike Hill, Cabinet Member for Community and Regulatory Services
Simon Jones, Corporate Director Growth, Environment and Transport

To: Growth, Economic Development and Communities Cabinet Committee –

Subject: **Kent Scientific Services Update on current and future work activity, including EU Exit**

Classification: **Unrestricted**

Past Pathway of report: N/A

Future Pathway of report: N/A

Summary: This report covers the role and work of Kent Scientific Services over the last five years, with a focus on current and future opportunities for the Service, including preparation for full import checks for goods arriving via or from mainland Europe from summer 2022.

Recommendation(s): The Cabinet Committee is asked to note and discuss the report.

1. Introduction

1.1 This report covers the role and work of Kent Scientific Services over the last five years, with a focus on current and future opportunities for the Service.

2. Background

2.1 Kent Scientific Services is Kent County Council's in-house scientific facility providing analytical chemistry testing, toxicology testing and metrology calibration services. KSS sits within the Public Protection Group of services within the Growth and Communities Division.

2.2 The service has previously been the subject of various 'continuous improvement' reviews regarding the best delivery model. In 2014 it was resolved that KSS was best suited to being provided in-house with the aim of seeking a more commercial footing, without compromising its integrity as a national certified control laboratory.

2.3 There are three primary service areas within KSS: Toxicology; Food, Feed and Consumer products; and Metrology (weights and measures).

2.4 Toxicology services are provided, in the main, to the Senior Coroners in Kent and Medway to support their decision making when establishing cause of death. This work is undertaken by analysing samples taken by pathologists during

post-mortem examinations. Those samples include blood, urine, liver, vitreous humour and anything else the pathologist considers appropriate. KSS toxicologists seek to establish whether the deceased has consumed anything of a toxic nature and anything to a significant level beyond that which might be therapeutic. They also look to establish whether a deceased with known medical conditions had consumed their prescribed medication and are increasingly asked to identify consumption of any substance which might have impacted upon a deceased's prior state of mind.

- 2.5 A small amount of toxicology is also carried out on a commercial basis with testing of samples taken at a police station for those accused of driving after consumption of alcohol. KSS carry out independent analysis on behalf of potential defendants and receive samples from across the country. KSS does not carry out this work for the Police, who have their own laboratories, but do so as an important check and balance to the criminal justice system.
- 2.6 Food, feed and consumer product testing is carried out in support of those services performing enforcement functions aimed at protecting the public. KSS is an Official Control Laboratory designated by the Food Standards Agency. This aspect of KSS's work is delivered to Trading Standards, Environmental Health and Port Health authorities across the U.K. Every upper tier food authority is required to appoint a Public Analyst by law and we provide this function to more than thirty such authorities across the U.K.
- 2.7 Food and feed testing is split into two main work areas; nutritional testing and contaminant testing. With regard to nutritional testing analysis is carried out against either legal standards for certain foods, like meat content in sausages, or against the on-pack nutritional declarations including levels of fat, salt and energy. With regard to contaminant testing, analysis is carried out for the presence of unsafe elements like heavy metals, aflatoxins (mould based toxins which are linked to liver cancer) and, most recently, THC in CBD products. THC is the psychoactive element of cannabis.
- 2.8 Product safety testing is mainly focussed on testing of cosmetics where analysis is carried out for unsafe elements including mercury, lead and hydroquinone. KSS has recognised expertise in this area of testing and carries it out for a wide range of clients including internationally.
- 2.9 The skills and knowledge developed in providing the scientific support for enforcement are also offered to businesses seeking to ensure that the products they are placing on the market are compliant and safe. This business service is provided both through Trading Standards primary authority agreements and also directly to businesses.
- 2.10 Metrology services are provided to two predominant customer groups. Firstly, every upper tier and unitary local authority in the U.K. is a Local Weights and Measures Authority as defined by the Weights and Measures ACT. Each of these authorities has a statutory duty to maintain standards of weight and measure and to confirm the accuracy of these standards on a regular basis. KSS meets this statutory duty for Kent County Council and also for many other Local Weights and Measures Authorities across London and the Southeast. The second group are businesses who have a commercial need to verify the accuracy of the standards they use in their commercial activity. Business

sectors benefitting from these services range from local veterinary practices verifying the accuracy of a horse measure to international pharmaceutical businesses verifying the accuracy of weights used in research and production.

3. Budget

- 3.1 As part of the drive to operate in as commercial a manner as possible within KCC, KSS has a target for earning external income. For the 21/22 business year that target is £857,600.
- 3.2 In addition, KSS operates with a negative revenue budget. For the 21/22 year the annual revenue budget is -£15,300.
- 3.3 Monitoring suggests that KSS is on target to achieve at least the requirements of both of these targets.
- 3.4 External income for the 17/18 business year was £739,809. The same figure for 20/21 (the last full year available) was £954,331. This represents a 29% increase and was, in fact, slightly lower than the previous year as Trading Standards and Environmental Health enforcement work was diverted away from food and feed sampling to Covid restrictions enforcement. Income this business year to the end of November stands at £736,788, broadly on a par with the whole of 17/18.
- 3.5 The last two business years have seen a reduction in samples submitted by local authorities, particularly Trading Standards services, as their enforcement officers have been focussed on enforcing the various coronavirus restrictions. The Food Standards Agency has a recovery plan in place to try to ensure that those local authority resources are returned to their statutory duties in food and feed, and we are starting to see some impact from this.
- 3.6 The start of the Coronavirus pandemic saw one of KSS's most significant customers, an airport, stop sending any samples for analysis as international passenger flights, upon which fresh food cargo is also carried, stopped. Samples from the client started to resume in December 2021.
- 3.7 In contrast, several commercial laboratories ceased operations due to the pandemic and many of their commercial users became client at KSS. We are working hard to retain their custom post pandemic.

4. National infrastructure

- 4.1 As a designated Official Control Laboratory for food and feed, KSS forms part of the national infrastructure required to ensure that safe and properly described food and animal feed is available to the public in the U.K.
- 4.2 The Elliott Review, carried out following the "horsemeat" situation in 2013 (when foods advertised as containing beef were found to contain undeclared or improperly declared horse meat), highlighted the need for this infrastructure and the need for a "public sector spine" of provision whilst recognising private sector involvement.
- 4.3 As well as providing testing for food and feed on sale in the U.K., this national infrastructure provides testing for food and feed imported into the country to

prevent unsafe food entering the market. KSS provides this service directly to many of the major ports including; London, Felixstowe, Southampton, Liverpool, Gatwick and Dover.

- 4.4 There are two different types of official control laboratory in the U.K., one that provides testing for microbiology and is focussed on food hygiene. The other provides chemical testing focussing on contamination, composition and food standards.
- 4.5 KSS is one of five Official Control Laboratories of the second type mentioned above in England and Wales. Three are public sector and two private sector. In 2010 there were 10 public sector Public Analyst laboratories. At the time of the Elliott Review into the horsemeat contamination situation (2014) this had reduced to 6. Currently there are 3. Whilst this may seem like a negative situation, those carrying out previous service improvement reviews rightly recognised the opportunities this created for KSS. KSS has been very successful in bringing clients from those laboratories that have closed into our client group including authorities who previously owned and operated their own laboratories.
- 4.6 There is a fundamental difference in the way the two types of laboratory are funded. Microbiology testing is centrally funded by government with local authorities calling off testing and no direct cost to themselves. Chemical laboratories are funding only by the work they can attract. The Food Standards Agency, as the national competent authority for testing laboratories, are fully aware of this disparity and are currently carrying out a review with a view to making the current laboratory provision more resilient. In the meantime, the FSA have funded projects designed to develop and improve their surveillance of food and feed issues in the light of reduced sampling and testing by local authorities. KSS is fully participating in these projects.
- 4.7 KSS has operated a formal partnership with the Official Control Laboratory owned and operated by Hampshire County Council, also one of the second type of laboratories, for over 20 years. This partnership allows the two services to secure economies of scale. It also allows for the sharing of resources, improved resilience planning and balanced investment decisions when developing new areas of service provision.

5. People

- 5.1 25 people (23.6 FTE) work in the KSS laboratories.
- 5.2 To function as an Official Control Laboratory of the chemical testing type, results and interpretation are required to be reported by a Public Analyst. This is a statutory role with qualifications set out in law. The holder of the office of Public Analyst is recognised by the courts as an expert without the need to further set out their qualifications and experience. There are currently only 10 Public Analysts actively fulfilling this function in England and Wales. Two of them work at KSS.
- 5.3 Testing and analysis is carried out by scientists with a wide range of experience and qualifications including masters degrees in chemistry and in physics, batchelors degrees, higher diplomas and higher certificates.

- 5.4 Some five years ago KSS recognised the benefits of engaging staff to develop their careers using the modern apprenticeship route. Working with the University of Greenwich five KSS scientists have been developing their knowledge and skills using degree apprenticeship courses funded through the apprentice levy. Two scientists have recently graduated with batchelors degrees in chemistry, two more are working towards that qualification and a further scientist, in our toxicology team, is working towards a batchelors degree in pharmacology. As well as bringing their increasing knowledge to the work of the laboratory, the drive, enthusiasm and up to date thinking and questioning these colleagues bring makes them a real asset to the service. KSS has contributed to KCC awareness raising projects about the benefits of modern apprenticeships including this short video <https://youtu.be/CX9xZ3sQI44>, part of the KCC “Made in Kent” campaign.
- 5.5 Opportunities for young people to gain genuine experience of scientific workplaces are very rare. To help address this, and as part of KSS’s contribution to KCC’s wider objectives to support young people from education into the workplace, KSS runs an annual programme of work experience placements. This programme provides a week-long placement for young people looking to develop careers in science where they directly participate in the work of the laboratory using techniques and instruments not seen in schools and colleges. Although this programme has had to be placed on hold due to the pandemic, the team at KSS are reinstating it as soon as the situation allows.

6. Quality management

- 6.1 Managing the quality of the testing, analysis and interpretation carried out at KSS is of critical importance to our role as an enforcement laboratory and to the confidence of our client base and, ultimately, the courts.
- 6.2 To ensure the quality and consistency of the work carried out, KSS operates a comprehensive quality management system under ISO/IEC 17025, the international quality standard for testing and calibration laboratories.
- 6.3 KSS’s quality management system, and the work carried out under it, are accredited by the United Kingdom Accreditation Service (UKAS) and securing and maintaining this accreditation is an onerous undertaking..
- 6.4 In addition to carrying out the day-to-day work of the laboratory in line with the quality management system, KSS is also required to monitor and prove the accuracy of our testing results. To that end KSS participates in a series of “blind” performance testing rounds including those run by the Laboratory of the Government Chemist and the FAPAS (Food Analysis Performance Assessment Scheme) operated by FERA Science, one of the U.K. National Reference Laboratories.

7. Opportunities

7.1 EU exit

- 7.1.1 The U.K.’s departure from the E.U. has provided KSS with some opportunities to grow the service.

- 7.1.2 Prior to departure there was ready access to testing across the E.U. and, in particular, to laboratories in France and Germany. That access is now much more restricted and there is significant focus on providing testing in U.K. based laboratories.
- 7.1.3 KSS is at the forefront of this drive for U.K. testing and, since departure from the E.U., has carried out a significant amount of testing for Port Health Authorities of goods which would previously have been tested overseas. KSS is also directing our efforts in developing new test methods to those areas of testing which we know are not carried out within the U.K.
- 7.1.4 The creation of a trade border between the U.K. and E.U. means that several ports which historically only provided routes from mainland Europe to the U.K. and not from non-E.U. countries now find themselves required to act as points of import and export with the associated need for border controls and testing. Dover and the Channel Tunnel are amongst these and it is, perhaps, a fortunate accident of geography that KSS is located so close to these major points of entry. The Service is fully engaged with these ports to organise the delivery of scientific testing when required next year as new import controls from the E.U. come into force under new U.K. legislation. The next nearest laboratories are in Portsmouth, Wolverhampton and Cardiff.
- 7.1.5 In addition to testing of goods destined for the U.K. market, many businesses now require testing certificates to export their goods to the E.U. which were not previously required for goods in free movement. KSS is working with businesses and with local authorities to provide the testing necessary to enable these export certificates to be issued. Kent based businesses are amongst those impacted by this requirement.

7.2 New method development

- 7.2.1 As a result of improving knowledge and experience amongst the KSS analytical staff and some capital investment on instruments, KSS now has the ability and some capacity to develop new testing methods for marketing to existing and new clients.
- 7.2.2 At the outset of developing a new method, an assessment is carried out to identify the resourcing implications and the method for validating it to the point where it would be suitable to add to our schedule of tests accredited by UKAS under ISO/IEC 17025. The first part of this assessment process is to establish the commercial benefits of the proposed development. Some developments are relatively straight forward and are, in effect, extensions of methods already carried out. Some are complex and involve starting from first principles.
- 7.2.3 Commercial benefit might be gained from marketing a new method, but it could equally be gained from being able to carry out a method in-house which KSS would otherwise need to sub-contract.
- 7.2.4 Recent examples of successful method development include the development of a method to test for the allergen sesame linked to the introduction of new requirements on food labelling of allergens, informally

known as “Natasha’s law”, and a method to test for cannabidiol (CBD) and the psychoactive elements of cannabis in food following the surge in the market for CBD containing foods and other products, such as e-cigarette vapes.

7.3 Toxicology

- 7.3.1 Over the last three years the methods by which KSS carries out its toxicology work for the Senior Coroners have been thoroughly modernised to use the latest techniques and instrumentation. These methods are highly accurate and sensitive.
- 7.3.2 Current development within the Toxicology Team is focussed on method development for tests which are commonly sub-contracted.
- 7.3.3 In addition to providing in house efficiencies to the Coroners’ service, it also provides security from external market forces, consistency in service provision and a very strong relationship with the senior coroners allowing for effective resolution of any queries.
- 7.3.4 In the longer term there are opportunities to utilise the skills of this team to broaden their income generation ability. Examples of these opportunities include the development of testing for drug driving and for workplace drug testing.
- 7.3.5 Any movement into work within the criminal justice system would, however, require considerable time and resource investment into compliance with the Forensic Regulator’s codes of practice which The Service is not currently required to consider.

7.4 Metrology Calibration

- 7.4.1 Following the retirement of the previous post-holder, a new manager for the Calibration Section was appointed in 2021. That manager is also an Inspector of Weights and Measures, holding the statutory qualification under section 73 of the Weights and Measures Act 1985.
- 7.4.2 The initial tasks for the section under its new leadership are to modernise some aspects of its service provision including replacement of some of its outdated and increasingly unreliable equipment. These tasks are making good progress
- 7.4.3 Planning is also underway for this section to expand their work next business year. This will involve identifying existing clients who do not, currently, receive some of the services which they might benefit from and then identifying new clients who do not receive the services currently provided but who operate in markets which KSS services.
- 7.4.4 New services will also be developed by this team. A recent example is the development of a service for Trading Standards colleagues enforcing safety requirements linked to the sale of e-cigarettes where accurate measurement of the device and its contents is required.

7.5 Other services

- 7.5.1 As part of acting in a more commercial manner, KSS actively seeks opportunities to develop services which, whilst not being part of the traditional or core offering, can utilise skills held within the service to provide a product of value to clients.
- 7.5.2 An example of this in recent years has included the development and launch of the first local authority Alternative Dispute Resolution (ADR) scheme to be accredited by the national governing body to resolve disputes between consumers and businesses as an alternative to going to court. Working closely with Trading Standards, this service is intended to strengthen both business and consumer confidence. Whilst it is offered generally, it's main use is in settling disputes which have occurred between consumers and businesses who are part of various approved trader schemes.
- 7.5.3 Looking forward, there is increasing interest in U.K. testing capacity for products used in the construction industry following the Grenfell Tower fire. KSS is looking at which of the current skillset held at the laboratory could be deployed to this type of testing.

8. Challenges

- 8.1 Arguably the greatest challenge facing KSS is succession planning. The roles undertaken are highly unusual in scientific work in that they involve not just science but the application of that science to law. Suitably qualified people to undertake these roles are not generally available in the marketplace and therefore, training and development in-house is a vital aspect of the service. Capacity to undertake this is a constant challenge as every member of the team has a fee-earning workload which needs to be completed.
- 8.2 Many of the most significant clients of KSS are in the public sector and the vagaries of public sector funding present a challenge to KSS, especially the ability to make long-term decisions about developing the Service.
- 8.3 Current supply chain issues and increasing costs of consumables, including but not limited to laboratory grade gasses like helium and nitrogen, are presenting a short-term challenge to the Service.

9. Legal implications and Data Protection

- 9.1 KSS operates within various legal frameworks and meets some of the statutory duties placed upon KCC and other local authorities in the course of its work. Changes to U.K. law as any divergence from E.U. law occurs will have an impact on service delivery. KSS is well connected with the appropriate government departments and also with professional bodies to understand and respond to any proposed changes.
- 9.2 There are no Data Protection issues.

10. Equalities implications

- 10.1 The existing Equality Impact Assessments underpinning the breadth of the service's work apply to the work and roles described in this paper

11. Conclusions

- 11.1 KSS has a well-trained, committed and effective scientific workforce who understand the commercial requirements relevant to the services provided and the associated need for high quality customer care.
- 11.2 Two of KSS's most significant client groups are Trading Standards Services and Coroners. Aligning The Service within the Public Protection Group of services provides helpful commercial benefits in that ideas can be developed with these KCC services before being rolled out to external clients.
- 11.3 KSS is well placed to take advantage of the opportunities ahead.

Recommendation(s):

The Cabinet Committee is asked to note and discuss the report.

12. Background Documents

12.1 None

13. Contact details

Report Author:

Mark Rolfe, Head of Kent Scientific Services

Tel 03000 410336

Email: mark.rolfe@kent.gov.uk

Public Protection Group Head:
Mike Overbeke

Tel: 03000 412427

Email: Mike.Overbeke@kent.gov.uk

Relevant Director:

Stephanie Holt Castle, Director for Growth and Communities

Tel: 03000 412064

Email: Stephanie.Holt-Castle@kent.gov.uk

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From: Derek Murphy, Cabinet Member for Economic Development
 Mike Hill, Cabinet Member for Community and Regulatory Services
 Simon Jones, Corporate Director for Growth, Environment and Transport

To: Growth, Economic Development and Communities Cabinet Committee – 13 January 2022

Subject: Performance Dashboard

Classification: Unrestricted

Summary:

The Growth, Economic Development and Communities Performance Dashboard shows the progress of Key Performance Indicators (KPIs) and activity indicators for Quarter 2 of 2021/22.

17 of the 25 KPIs achieved target and were RAG rated Green. 4 KPIs were below target but did achieve floor standard and were RAG rated Amber. 2 did not meet floor standard and were RAG rated Red. The remaining 2 KPIs do not have a return for this Quarter, with reasons given in the report.

The process for consideration of any changes to the KPIs and targets included in this report for 2022/23 will take place between now and the end of March. As part of this process, Members are asked to review the existing KPIs and consider what performance information they wish to receive in 2022/23.

Recommendation(s):

The Growth, Economic Development and Communities Cabinet Committee is asked to NOTE the performance report for Quarter 2 of 2021/22 and DISCUSS what performance information they wish to receive in 2022/23.

1. Introduction

- 1.1. Part of the role of Cabinet Committees is to review the performance of those functions of the Council that fall within its remit. To support this role, Performance Dashboards are regularly reported to each Cabinet Committee throughout the year, and this is the second report for the 2021/22 financial year.

2. Performance Dashboard

- 2.1. The current Growth, Economic Development and Communities Performance dashboard provides results up to the end of September 2021 and is attached in Appendix 1.
- 2.2. The Dashboard provides a progress report on performance for the Key Performance Indicators (KPIs) for 2021/22. The Dashboard also includes a range of activity indicators which help give context to the KPIs.

- 2.3. For those with targets, KPIs are presented with RAG (Red/Amber/Green) alerts to show progress. Details of how the alerts are generated are outlined in the Guidance Notes, included with the Dashboard in Appendix 1.

3. Growth & Communities - Economic Development

- 3.1. The number of properties brought back to use through No Use Empty (NUE) over the last 12 months was 501, which is ahead of target; 7,168 in total have been brought back to use since the start of the project in 2005. Over 9.7m was secured as developer contributions, which was 99% of the amount sought. The target for the number of businesses assisted via the Kent and Medway Growth Hub was exceeded for those requiring light/medium support. Being the first quarter of a new Growth Hub contract, few businesses have required 12 hours or more support between July and September resulting in the intensive support target not being met.

4. Growth & Communities - Libraries, Registration and Archives (LRA)

- 4.1. As Step 4 of the government's roadmap to ease restrictions progressed, a phased reopening of the remaining 57 libraries took place from 26th July onwards, with all 99 libraries open by 26th August 2021. Footfall for Kent in August 2021 was 44% of the August 2019 figure; this was better than the national figure of 35%, even with some libraries not being open for the full month.
- 4.2. The next step of the recovery has been the reinstatement of physical events and activities in libraries from September, which will boost visitor figures although the continued pandemic is a concern and may yet have further impact or dent any further recovery. Local teams have been working to bring back physical events and activities in the safest way possible following recommendations from a pilot of Baby Rhyme Time sessions across four library sites. The Playground Project was launched in Quarter 2 with six summer activities for babies, pre-schoolers and their families, while the Wild World Heroes Summer Reading Challenge was delivered both physically and virtually. Over 12,300 children took part with 6,476 then completing the Challenge. Four virtual Zoolab events connecting children with nature and the environment were delivered during August.
- 4.3. Overall issues are increasing month on month, and September's physical issues were at 75% of what they were in September 2019. Digital issues continue to meet targets and see a sustained increase, with a 20% increase in e-issues on Quarter 2 last year.
- 4.4. From the end of July, the Select and Collect service available from mobile libraries was withdrawn as customers were permitted to board the mobiles to browse. Customer feedback on the interior of the new vehicles has been very positive, and issues have been increasing steadily. Mobile library issues for August and September were at 62% of the issues for the same period in 2019.
- 4.5. The Ceremonies Teams have successfully handled a 60% increase from pre-Covid levels in ceremonies over the summer months, delivering 2,304 ceremonies across July and August. Couples are now permitted to attend birth registration appointments again, and the teams have continued to catch up with the backlog, delivering over 4,400 birth appointments during Quarter 2 alongside higher levels of death registrations (an increase of 9% on Quarter 1). Customer satisfaction with Registration is at 93% for Quarter 2.

- 4.6. The Archive Search Room returned to pre-Covid hours, with a phased increase in the number of sessions available to researchers. Archive enquiries have been increasing gradually back up to pre-Covid levels, with the number of enquiries in August surpassing those in August 2019 by 17%. The in-house Search Room survey combined with the Distance Enquiry survey have yielded a satisfaction rate of 97% for Archives, above this year's target of 96%.
- 4.7. Online contacts for both Libraries and Archives have exceeded the targets set for Quarter 2, with social media seeing increased activity, particularly during July as the Summer Reading Challenge launched.
- 4.8. LRA underwent the annual assessment for the Customer Service Excellence Award in September, emerging with three additional Compliance Plus ratings which reflect best practice, taking us overall to 27 Compliance Plus and 30 Compliance ratings. During Quarter 3, LRA prepared and launched the staff and public engagement on library services to ensure the service takes stock of how it needs to adapt and further develop

5. Growth & Communities – Other Services

- 5.1. The majority of indicators for other services in Growth & Communities have exceeded target. Two KPIs failed to meet target but did achieve floor standard. Firstly, Percentage of Public Rights of Way (PRoW) faults reported online; the target for this KPI was increased from last year and it may take some time to achieve, with some members of the public continuing to prefer to speak to someone in person. Secondly, Percentage of disabled people participating in Kent Active Partnership led programmes; this did improve in Quarter 2, but not enough to meet target for the year so far. One KPI was below floor standard, which was the Median number of days to resolve priority faults on the Public Rights of Way network; this has resulted from high demand on officer time and on available resources. The figure has now stabilised, but it may take some time to get back to on-target performance.

6. Recommendation(s):

The Growth, Economic Development and Communities Cabinet Committee is asked to NOTE the performance report for Quarter 2 of 2021/22 and DISCUSS what performance information they wish to receive in 2022/23.

8. Contact details

Report Author: Rachel Kennard
Chief Analyst
Strategic and Corporate Services - Analytics
03000 414527
Rachel.Kennard@kent.gov.uk

Relevant Director: Simon Jones
Corporate Director Growth, Environment and Transport
03000 411683
Simon.Jones@kent.gov.uk

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Growth, Economic Development and Communities Performance Dashboard

Financial Year 2021/22

Results up to end of September 2021

Page 53

Produced by Kent Analytics

Publication Date: December 2021

Guidance Notes

RAG RATINGS

Results in this report show either quarterly data or Year to Date (YTD) values.

GREEN	Target has been achieved
AMBER	Floor Standard* achieved but Target has not been met
RED	Floor Standard* has not been achieved

*Floor Standards are the minimum performance expected and if not achieved must result in management action

Activity Indicators

Activity Indicators representing demand levels are also included in the report. They are not given a RAG rating; instead, they are compared with previous year or tracked within an expected range represented by Upper and Lower Thresholds. The Alert provided for Activity Indicators is whether they are in expected range or not. Results can either be in expected range (**Yes**) or they could be **Above** or **Below**.

Key Performance Indicators Summary

Growth & Communities – Economic Development	RAG
ED05 : Number of homes brought back to market through No Use Empty	GREEN
ED08 : Developer contributions secured against total contributions sought	GREEN
ED10 : Businesses assisted via Kent and Medway Growth Hub contract	GREEN
ED11 : Businesses assisted through intensive support provided via the Growth Hub contract	RED

Growth & Communities - Libraries, Registrations and Archives (LRA)	RAG
LRA06 : Customer satisfaction with Registration Services	AMBER
LRA12 : Customer satisfaction with libraries	AMBER
LRA13 : Customer satisfaction with archives	GREEN
LRA19 : Customer satisfaction with Libraries Direct Services	GREEN
LRA20 : Customer satisfaction with PCs and Wi-Fi	GREEN
LRA21 : Percentage of registration appointments available within statutory time targets	GREEN

Growth & Communities – Other Services	RAG
DT14: Percentage of Public Rights of Way (PRoW) faults reported online	AMBER
EPE16: Median number of days to resolve priority faults on public rights of way network (rolling 12-month figure)	RED
CST01: Percentage of local actions from completed Domestic Homicide Reviews implemented by target date.	GREEN
CST02: % of Lessons Learnt Domestic Homicide Review attendees rating the event as very good or excellent	N/a
COR01: Percentage of cases progressed for initial coronial decision within 2 working days of notification of a death	GREEN
KCP01 : Kent Country Parks aggregate average star ratings from Google, Trip Advisor and Facebook	GREEN
KSS01: Number of work experience hours of science, technology, engineering and mathematics (STEM) delivered	N/a
PAG01: Percentage of planning applications determined to meet MHCLG performance standards	GREEN
PP01: % of the most vulnerable victims of scams recorded on the National Scams Hub supported by Public Protection	GREEN
PP02: % of trader applications to Public Protection's 'Trading Stds Checked' scheme processed within 10 days	GREEN
SPA01: Percentage of participants in Kent Active Partnership led programmes who have a disability	AMBER
SPA02 : Percentage of participants in Kent Active Partnership led programmes from diverse ethnic groups	GREEN
TS01: Food Standards: Percentage of businesses now trading legally following an intervention from Trading Stds	GREEN
TS02: Product Safety: Percentage of businesses now trading legally following an intervention from Trading Standards.	GREEN
TS04: Percentage of businesses rating Trading Standards advice as Very Good or Excellent	GREEN

Division	Director	Cabinet Member
Growth & Communities	Stephanie Holt-Castle	Derek Murphy

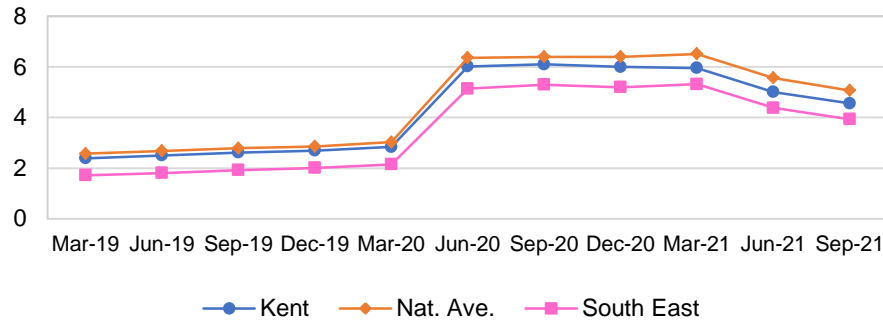
Ref	Performance Indicators	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	RAG	Target	Floor
ED05	Number of homes brought back to market through No Use Empty (rolling 12 months)	482	472	462	511	501	GREEN	400	350
ED08	Developer contributions secured against total contributions sought	100%	97%	78%	96%	99%	GREEN	93%	85%
ED10	Businesses assisted via Kent and Medway Growth Hub contract (Cumulative)	1,843	2,189	2,875	3,487	415*	GREEN	349	314
ED11	Businesses assisted through intensive support provided via the Growth Hub contract (Cumulative)	48	71	104	161	4*	RED	33	30

* New contract started July 2021.

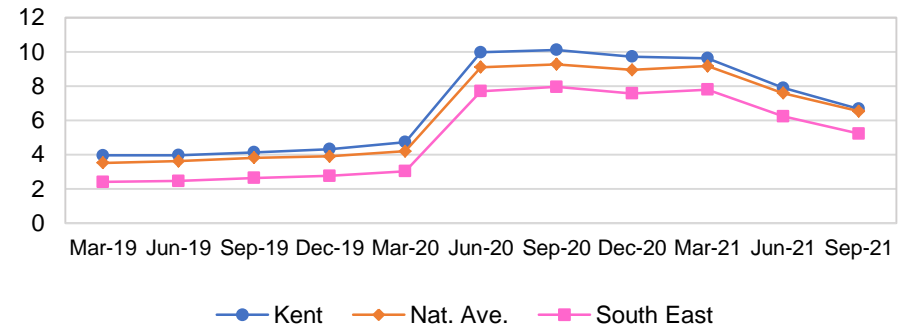
ED11 - Businesses achieve the high intensity support over a 12-hour period, so this is reliant on more than one interaction with the Growth Hub, and currently under light and medium touch we are able to signpost businesses to other business support interventions available, impacting and/or delaying their next interaction with the Growth Hub to support the cumulative number of hours towards the full 12. In addition, there is a lack of engagement across all Growth Hubs and Programme Providers currently. The economy appears to be fairly stagnant, the business community is carrying a disproportionate amount of debt, and there is still economic uncertainty, creating inertia.

Ref	Indicator description	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	Year to date	Previous YTD
ED08a	Developer contributions received (£000s)	8,702	17,248	11,092	11,249	9,742	20,991	10,668

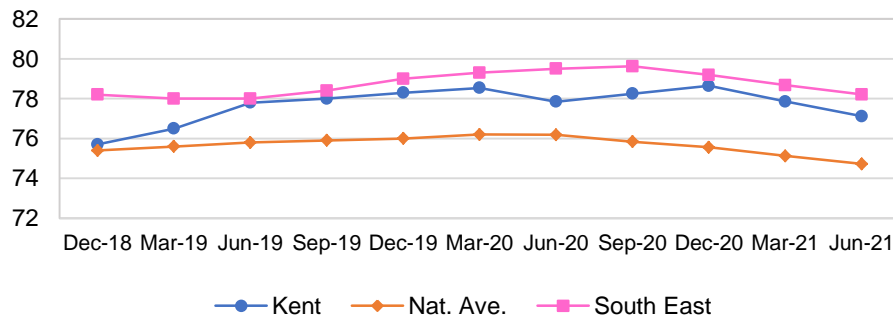
Percentage of 16 to 64 year olds claiming JSA/UC



Percentage of 18 to 24 year olds claiming UC

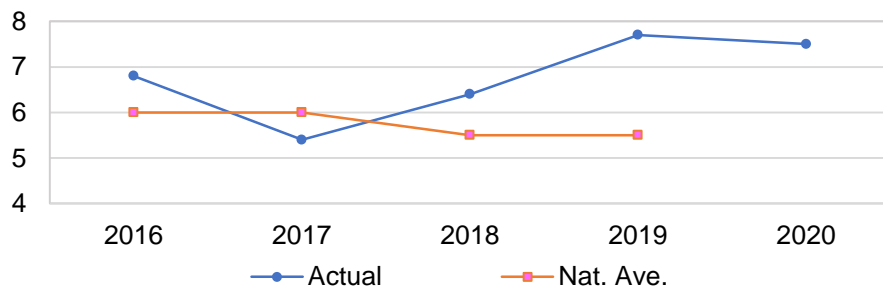


Percentage of 16 to 64 year olds in employment

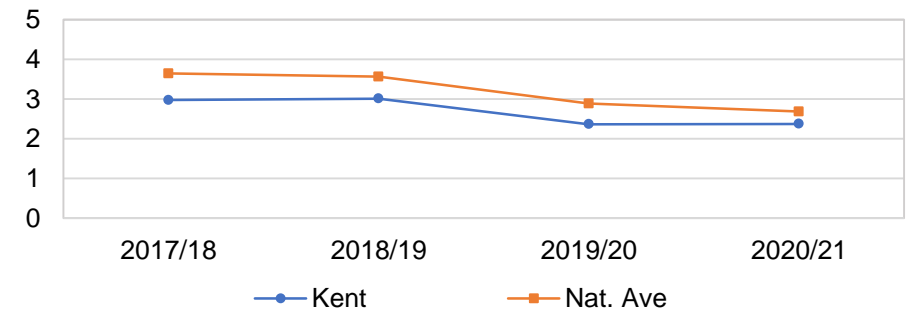


For Percentage of 16 to 64 year olds in employment, figures are derived from the annual population survey, with confidence interval for Kent figures at plus / minus 2 percentage points.

Percentage of 16 to 17 year olds who are NEET



Percentage of 16-24 year olds starting an apprenticeship



Division	Director	Cabinet Member
Growth & Communities	Stephanie Holt-Castle	Mike Hill

Quarterly KPI

Ref	Performance Indicators – Libraries, Registration and Archives (LRA)	2018/19	2019/20	Mar-21	Jun-21	Sep-21	RAG	Target	Floor
LRA06	Customer satisfaction with Registration Services	New Measure	95%	95%	94%	93%	AMBER	95%	90%

Annual KPIs

Ref	Performance Indicators – Libraries, Registration and Archives (LRA)	2017/18	2018/19	2019/20	2020/21	2021/22	RAG	Target 2020/21	Floor 2020/21
LRA12	Customer satisfaction with libraries	97%	92%	94%	83%	*	AMBER	92%	85%
LRA13	Customer satisfaction with archives**	91%	95%	96%	No Survey	97%	GREEN	96%	90%
LRA19	Customer satisfaction with Libraries Direct Services	New Measure		97%	99.8%	*	GREEN	95%	93%
LRA20	Customer satisfaction with PCs and Wi-Fi	New Measure		37%	83%	*	GREEN	58%	40%
LRA21	Percentage of registration appointments available within statutory time targets	N/a	97%	93%	100%	*	GREEN	95%	93%

* Surveys to be carried out in Quarter 4

** This survey alternates annually between a Search Room Survey (people who make a physical visit) and a distance survey (those who submit enquiries online)

LRA06 - Registration staff continue to face the challenges of working through the backlog of birth registrations while dealing with new birth registrations and increasing levels of death registration appointments. The Ceremonies team also navigated their way through a challenging summer period, dealing with a backlog of re-scheduled ceremonies from the lockdown period and previous summer, as well as accommodating the usual high number of summer ceremonies and unprecedented numbers of enquiries from couples who wished to check on their arrangements in advance due to changing regulations in the lead up to summer.

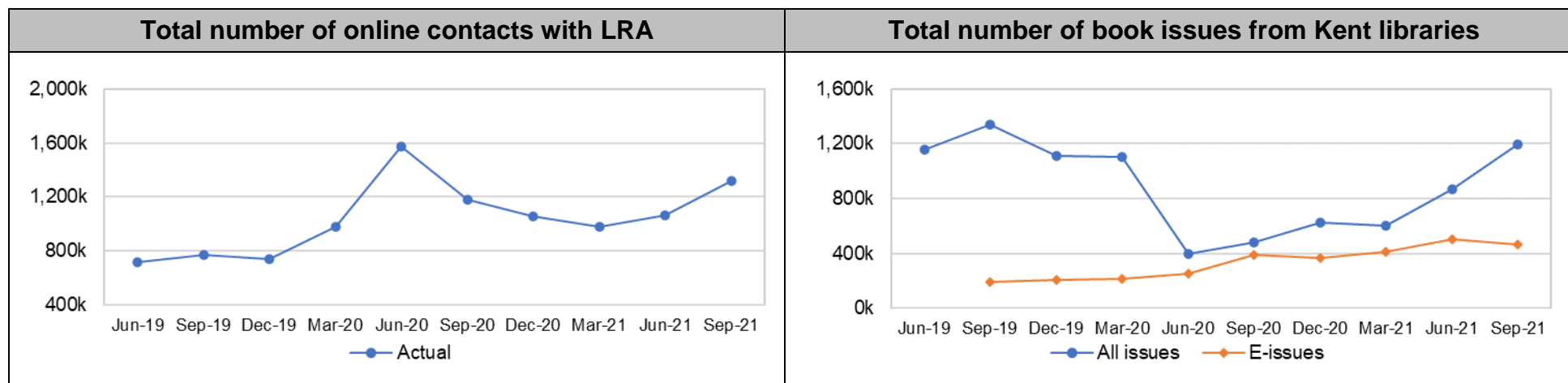
LRA13 – The Archive Search Room survey did not take place in 2020-21 because the facility was closed for much of the year due to the pandemic, so an in-house survey was carried out for 2021-22, alongside the CIPFA distance survey. Search Room satisfaction was 96%, with distance access at 100% satisfaction. The combined result was 97% as reported above.

Division	Director	Cabinet Member
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Ref	Activity Indicators (Quarterly totals) - LRA	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	In Expected Range	Expected Activity	
								Upper	Lower
LRA03	Total number of audio and e-books issued (000s)	370	410	503	464	443	Above	426	385
LRA04	Number of online contacts to Libraries and Registration services (000s)	1,047	920	881	981	1,194	Above	963	870
LRA24	Number of online contacts for Kent archives (000s)	134	134	96	84	122	Above	74	67

LRA03 - E-issues continue to exceed expectations despite the re-opening of remaining libraries in July and August with e-books falling by 4%, but e-audiobooks, e-magazines and e-newspapers increasing by 10%, 27% and 38% respectively, compared to the same Quarter last year.

LRA04 & LRA24 - A cautious approach was taken towards setting thresholds for Quarter 2, due to a reduction in public engagement on social media. However, the Summer Reading Challenge led to a much higher engagement with social media than anticipated, and we are seeing increases in Library App launches and use of the public catalogue, which have taken figures above expectations, and this has been taken into account for Quarter 3 forecasting.



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Key Performance Indicators (temporary indicators during Coronavirus for LRA)

Indicator	Definition	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21
Number of Online Joiners	The number of customers who join online to access online and e-resource services	1,822	1,685	2,283	1,880	2,123
Number of visitors to static libraries (does not include mobiles)	Number of customers visiting libraries where browsing has been enabled	49,437	83,615	**	187,774*	470,630
% of available PC time used	Usage of available PCs as a percentage of the total availability (in hours)	25%	20%	3%	19%	14%
% Increase of e-Issues	% increase of e-Issues as a comparison with same reporting period in previous year	82%	88%	97%	19%	20%
Number of physical issues	Number of issues of all material other than e-Resources	113,599	217,957	99,096	404,812	749,380
Total reach on Libraries and Archives Social Media	Total reach on Facebook (central and district pages) + New Twitter followers	867,086	766,707	683,242	750,512	968,595
Number of Ask a Kent Librarian enquiries answered	Total number of enquiries answered via Email, Govmetric, Out of Kent chat, Quidget chat, Social Media and Kent chat	4,028	3,236	3,521	3,474	3,141
Number of Archives enquiries answered	Total number of enquiries answered via Email, Social Media and online	1,248	1,068	1,126	2,038*	2,207
% of Archive Search Room "sessions" booked	This KPI reflects the percentage of available sessions booked.	73%	93%	**	94%	95%

* Figures revised from those previously reported as additional information has become available

** No returns due to lockdowns

Division	Director	Cabinet Member
Growth & Communities	Stephanie Holt-Castle	Mike Hill

Ref	Performance Indicators - other services	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	YTD RAG	Target	Floor
DT14	Percentage of Public Rights of Way (PRoW) faults reported online	84%	86%	87%	87%	86%	AMBER	90%	75%
EPE16	Median number of days to resolve priority faults on public rights of way network (rolling 12 month figure)	19	20	25	32	32	RED	20	25
CST01	Percentage of local actions from completed Domestic Homicide Reviews implemented by target date.	New indicators				86%	GREEN	70%	63%
CST02	Percentage of Lessons Learnt Domestic Homicide Review (DHR) Seminar attendees rating the event as Very Good or Excellent.						N/a	85%	76.5%

DT14 – Following success at meeting the previous target of 85%, the target was increased to 90% for this year, and it is likely that it will take a little time to achieve this. In the longer term it may be possible to remove the requirement for people to register before using the online system, which should increase online reporting. In addition, customer surveys show that a proportion of the customer base would rather telephone, and this is also true for those who feel an issue is urgent.

EPE16 – The median number of days has now stabilised, but the below floor standard performance is an indication of the significant pressure on officer capacity in recent months. Covid related funding has allowed the Service to address some of the damage caused to the network through increased use during lockdown, which has been well received by the public, but the increased damage has meant that we have not been able to deploy the resource required to bring the figure back into the target range – and being a 12-month rolling figure any improvement will take time to feed through.

CST02 – It has not been possible to hold Lessons to be Learnt Seminars due to the pandemic but planning for replacement online learning events has begun. The five publications during 2021, and a further two DHRs due to be finalised with the Home Office, offer the opportunity to create three seminars centred around some key themes for 2022. These are; Children, young people and domestic abuse; Domestic abuse and suicide, and DHRs and Safeguarding Adult Reviews (SARs) involving Carers.

Division	Director	Cabinet Member
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Ref	Performance Indicators - other services	Dec-20	Mar-21	Jun-21	Sep-21	Year to Date	YTD RAG	Target	Floor
COR01	Percentage of cases progressed for initial coronial decision within 2 working days of notification of a death.	New indicators		92%	79%	86%	GREEN	80%	72%
KCP01	Kent Country Parks aggregate average star ratings from Google, Trip Advisor and Facebook			4.6	4.6	4.6	GREEN	4.5	4
KSS01	Number of work experience hours of science, technology, engineering and mathematics (STEM) delivered by Kent Scientific Services (KSS) for Kent students in the 16-24 age range.	KSS are not supporting work experience currently, due to COVID.						400	360
PAG01	Percentage of planning applications determined to meet MHCLG performance standards	New indicators		100%	100%	100%	GREEN	90%	81%
PP01	Percentage of the most vulnerable victims of scams recorded on the National Scams Hub supported by Public Protection			100%	100%	100%	GREEN	85%	76.5%
PP02	Percentage of trader applications to Public Protection's 'Trading Standards Checked' scheme processed within 10 working days.			100%	100%	100%	GREEN	90%	81%

Division	Director	Cabinet Member
Growth & Communities	Stephanie Holt-Castle	Mike Hill

Ref	Performance Indicators - other services	Dec-20	Mar-21	Jun-21	Sep-21	Year to Date	YTD RAG	Target	Floor
SPA01	Percentage of participants in Kent Active Partnership led programmes who have a disability	New indicators in 2021/22		10%	32%	21%	AMBER	30%	15%
SPA02	Percentage of participants in Kent Active Partnership led programmes from diverse ethnic groups			40%	29%	34%	GREEN	30%	15%
TS01	Food Standards: Percentage of businesses now trading legally following an intervention from Trading Standards.			100%	73%	85%	GREEN	70%	63%
TS02	Product Safety: Percentage of businesses now trading legally following an intervention from Trading Standards.			82%	67%	78%	GREEN	70%	63%
TS04	Percentage of businesses rating Trading Standards advice (Primary Authority and Pay as You Go) as Very Good or Excellent.			*	95%	95%	GREEN	80%	72%

* Although 62 businesses were contacted in Quarter 1, no responses were received.

SPA01 – The lifting of Covid restrictions, vaccinations and easing of nervousness/anxiety and lack of confidence following lockdown periods has contributed to increased engagement/participation by people with disabilities. The data for Quarter 3 has not been fully reported yet but early indications show that engagement levels are likely to be maintained at around the target of 30%.

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**GROWTH, ECONOMIC DEVELOPMENT AND COMMUNITIES CABINET COMMITTEE
WORK PROGRAMME 2022**

(Members agreed that the number of jobs being created through the work being undertaken in the reports presented to the Cabinet Committee should appear at the top of each report where appropriate)

Item	Cabinet Committee to receive item
Portfolio Dashboard	At each meeting
Final Draft Budget	Annually (January)
Annual Equality and Diversity Report	Annually (June/July)
Risk Register – Strategic Risk Register	Annually (March)
Strategic Delivery Plan Monitoring	Bi-annual (6 monthly) – November and May
Performance Dashboard	Bi-annual (6 monthly) - tbc
Kent and Medway Business Fund (was Regional Growth Fund Monitoring)	Bi-annual reporting (6 monthly) – November and May
Work Programme	At each meeting
Programme of Visits to Districts	At each meeting
Section 106 Developer Contributions	At each meeting

22 MARCH 2022

1	Intro/ Web announcement (Standing Item)		
2	Apologies and Subs (Standing Item)		
3	Declaration of Interest (Standing Item)		
4	Minutes (Standing Item)		
5	Verbal Updates – Cabinet Members and Corp. Dir. (Standing Item)		
6	District Visits Programme (Standing Item)		
7	Kent Developers Guide	13/12/21 Agenda setting – Consultation version	
8	S106 Developer Contributions (Standing Item)		
9	Risk Register – Strategic Risk Register		
10	Green Economy		
11	Work Programme (Standing Item)		

28 JUNE 2022

1	Intro/ Web announcement (Standing Item)		
2	Apologies and Subs (Standing Item)		
3	Declaration of Interest (Standing Item)		
4	Minutes (Standing Item)		
5	Verbal Updates – Cabinet Members and Corp. Dir. (Standing Item)		

6	District Visits Programme (Standing Item)		
7	S106 Developer Contributions (Standing Item)		
8	Work Programme (Standing Item)		

Items for Consideration that have not yet been allocated to a meeting

Healthy New Town (Kenneth Keogh & Allison Duggal) – report and presentation	Date TBC
Otterpool Garden Town	Date TBC
Mayflower Event	Date TBC
Theme Park project on Swanscombe Peninsula – regular updates (The London Resort Company Holdings (LRCH) regeneration project)	Date TBC
Ebbsfleet Development Corporation	Date TBC
Faversham Creek Bridge – update report	Date TBC
European Funding (further update requested at GED&C CC 28/11/2019)	Date TBC
Update Report on consultation of the shared prosperity fund (requested at GED&C Committee on 17 January 2020)	Date TBC
Apprenticeships and update on the Carillion Apprenticeship adoption grant	Date TBC
Artificial Intelligence (Kent and Medway Enterprise and Productivity Strategy)	Date TBC
Gypsy and Traveller Service Charge and Rent Setting Policy (Decision)	Date TBC
Gypsy and Traveller: Pitch Allocation and Site Management Policy (Decision)	Date TBC
Gypsy and Traveller: Unauthorised Encampment Strategy	Date TBC
Locate in Kent – to attend and present	Date TBC
Libraries Network Review (member working group required to include committee members – agenda setting 29/7/21)	Date TBC
Kent Country Parks Strategy pre-consultation brief (added by TW on 18/8/21)	Date TBC
Statistics on key industry sectors in the county (requested at 1/7/21 meeting)	Date TBC
PROW Operational Management Policies	Date TBC
Country Park Capital Improvements	Date TBC
Project Gigabit Broadband Programme	Late 2022
Overview of Funding Packages (Shared Prosperity Fund, Levelling Up Fund, Green Fund etc)	Date TBC

Kent Design Guide	Date TBC
Bikes Update	Summer 2022

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