

POLICY AND RESOURCES CABINET COMMITTEE

Tuesday, 8th July, 2025

10.00 am

**Council Chamber, Sessions House, County Hall,
Maidstone**





AGENDA

POLICY AND RESOURCES CABINET COMMITTEE

Tuesday, 8 July 2025, at 10.00 am
Council Chamber, Sessions House, County
Hall, Maidstone

Ask for: **Hayley Savage**
Telephone: **03000 414286**

Membership (13)

Reform UK (9):	Mr D Burns, Mr P Chamberlain, Mr W Chapman, Ms S Emberson, Mr L Evans, Mr J Finch, Mr C Hespe, Mr P Osborne and Mr N Wibberley
Liberal Democrat (1):	Mr A J Hook
Green (1):	Mr M A J Hood
Conservative (1):	Mr H Rayner
Labour (1):	Mr A Brady

UNRESTRICTED ITEMS

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

- 1 Introduction/Webcast announcement
- 2 Election of Chair
- 3 Election of Vice-Chair
- 4 Apologies and Substitutes
- 5 Declarations of Interest by Members in items on the Agenda
- 6 Minutes of the meeting held on 5 March 2025
(To Follow)

- 7 Medium Term Financial Plan Update
(To Follow)
- 8 Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department
(To Follow)
- 9 25/00048 - Freehold disposal of Thistley Hill, Melbourne Avenue, Dover CT16 2JH (Pages 1 - 18)
- 10 25/00049 - Freehold disposal of Sevenoaks Adult Education Centre, Hatton House, Bradbourne Road, TN13 3QN (Pages 19 - 34)
- 11 Work Programme 2025/2026 (Pages 35 - 38)

Motion to exclude the press and public for exempt business

That, under Section 100A of the Local Government Act 1972, the press and public be excluded from the meeting for the following business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of part 1 of Schedule 12A of the Act.

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

EXEMPT ITEMS

There are no entirely exempt items on this agenda but exempt documents feature within some items. As appropriate, the Committee may resolve to exclude the press and public as set out above.

Benjamin Watts
General Counsel
03000 416814

Monday, 30 June 2025

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From: Brian Collins, Deputy Leader
Rebecca Spore, Director of Infrastructure

To: Policy and Resources Cabinet Committee – 8 July 2025

Subject: Freehold Disposal of Thistley Hill, Melbourne Avenue, Dover, CT16 2JH.

Decision no: 25/00048

Key Decision: *Yes, the decision involves expenditure or savings of maximum £1m.*

Classification: **Unrestricted report with exempt appendix D**, *not for publication under Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).*

Future Pathway of report: Cabinet Member Decision

Electoral Division: Dover Town - Local Members, James Defriend (Reform) and Albert Thorp (Reform)

Is the decision eligible for call-in? Yes

Summary: This report considers the proposed disposal of Thistley Hill, Melbourne Avenue, Dover, CT16 2JH.

Recommendations:

The Policy and Resources Cabinet Committee is asked to consider and endorse or make recommendations to the Deputy Leader on the proposed decision to agree to:

1. the disposal of Thistley Hill, Melbourne Avenue, Dover, CT16 2JH; and
 2. delegate authority to The Director of Infrastructure, in consultation with the Deputy Leader, to finalise the terms of the disposal and execution of all necessary or desirable documentation required to implement the above.
-

1. Introduction

- 1.1 Given the poor condition of the building in accordance with the Future Asset programme the majority of existing users relocated to Dover District Council Offices in Whitfield, Dover. Following the consideration of other potential uses, the building is deemed surplus to KCC operational requirements.
- 1.2 This report addresses the Council's intention to dispose of Thistley Hill, Melbourne Avenue, Dover, CT16 2JH.

- 1.3 The property is known as Thistley Hill, Melbourne Avenue, Dover, CT16 2JH and comprises offices for KCC Children, Families & Education, KCC Adult Social Services, a disused nursery building, associated parking, grassland, vegetation and trees.
- 1.4 The property, since 2007 has comprised office accommodation for KCC Children, Families & Education and KCC Adult Social Services. Prior to 2007 the property was a former primary school, pupil referral unit and is now a disused nursery building with associated parking. Part of the site comprises grassland, vegetation and trees. The site area is approximately 3.64 acres with direct access via Melbourne Avenue. It has been mostly vacated by KCC services, apart from Trading Standards, who will be relocating in July 2025 at which point the site will be fully vacant.
- 1.5 The built form part of the site is circa 1.85 acres and is located within the Dover Urban Area, with the open space being located outside of settlement confines. The remainder of the site is designated as Open Space within the Local Plan. A Public Notice may need to be served in due course, prior to the marketing of the site in order to comply with the Local Government Act 1972.
- 1.6 As the building has not been used for an education purpose for over 20 years KCC is not required to consult under schedule 1A or secure S77 approval.
- 1.7 The site plan shows the redline boundary for the proposed disposal and is attached at Appendix B.
- 1.8 Exempt Appendix D includes more detailed and financial information which is commercially sensitive.

2. Options considered and dismissed, and associated risk

- 2.1. **Reuse the site:** KCC has no operational requirement for the site – *Dismissed*.
- 2.2. **Continue to hold the site vacant in case of a future requirement:**
Continuing to hold the site will leave the Council with ongoing costs for securing it against unauthorised access and potential claims for injuries arising from any trespassing. Continuing deterioration of the redundant buildings remains an inherent risk for KCC – *Dismissed*.
- 2.3. **Letting the property as part of the Tenanted Estate to generate an income:**
The current buildings on the site are in poor condition and the prospect of securing a tenant is considered unlikely and unviable. KCC would forgo any capital receipt whilst this option was pursued – *Dismissed*.
- 2.4. **Disposal of the asset:** A freehold disposal will allow a capital receipt to be generated for reinvestment back into the Council's stated capital priorities and support the delivery of the Council's statutory obligations. Disposal will also eliminate holding costs associated with the property - *Recommended option*.

3. Financial implications

- 3.1. The sale of the property will result in a capital receipt which will be reinvested back into the Council's Capital Programme.
- 3.2. The disposal will remove holding costs associated with the site, easing pressure on revenue budgets.
- 3.3. Further financial information is set out in the Exempt Appendix D.

4. Legal implications

- 4.1. The Council has an overarching duty under s123 of the Local Government Act 1972 to obtain not less than best consideration in the disposal of property assets and it also has a fiduciary duty to the residents of Kent.
- 4.2. External legal advisors have been appointed in consultation with General Counsel.

5. Equalities implications

- 5.1. The Key Decision to be taken by the Cabinet Member does not relate to a service delivery or change.
- 5.2. An Equalities Impact Assessment (EqIA) has been undertaken and has not resulted in any implications which might impact upon a disposal of the Council's interest; a copy of this is attached at Appendix C.

6. Data Protection Implications

- 6.1. As part of this approval process and in the handling of the disposal of the site, Data Protection regulations will be observed.
- 6.2. A Data Protection Implication Assessment (DPIA) screening has confirmed that there are no DPIA implications and that a further DPIA assessment is not required in respect of this decision.

7. Other corporate implications

- 7.1. None - This decision will not have any impact on other areas of the Council's work.

8. Governance

- 8.1. A Key Decision is being sought in line with the Constitution and the Council's governance processes. The views of the local Member in accordance with the property management protocol will be sought and will be reported to the Cabinet Member before a Key Decision is taken.

9. Conclusions

9.1. The site has been declared surplus to the Council's operational requirements. In accordance with the Council's strategy of recycling assets to produce capital receipts for reinvestment into capital project priorities, it is recommended that this site is progressed for disposal.

9.2. An indicative timetable for the planned disposal is set out below:

Stage	Timescale
Marketing	Q4 2025
Bid Appraisal	Q1 2026
Exchange of contracts	Q2 2026
Completion of sale assuming unconditional sale	Q4 2026
Completion of sale assuming conditional sale	Q4 2027

9.3. The sale of the property will result in a capital receipt which will be reinvested back into the Council's Capital Programme.

9.4. The disposal of the property will remove holding costs associated with the property easing pressure on revenue budgets.

9.5. Subject to the necessary approvals being forthcoming, KCC prepare and execute a disposal strategy to affect a disposal in accordance with adopted KCC Freehold Property Asset Disposal Policy and its statutory and fiduciary obligations.

Recommendations:

The Policy and Resources Cabinet Committee is asked to consider and endorse or make recommendations to the Deputy Leader on the proposed decision to agree to:

1. the disposal of Thistley Hill, Melbourne Avenue, Dover, CT16 2JH; and
 2. delegate authority to The Director of Infrastructure, in consultation with the Deputy Leader, to finalise the terms of the disposal and execution of all necessary or desirable documentation required to implement the above.
-

10. Appendices

10.1. Appendix A – Proposed Record of Decision

10.2. Appendix B – Site Plan

10.3. Appendix C – EQIA

10.4. Appendix D – Exempt Information

12. Contact details

Lead Officer:

Mark Cheverton
Head of Real Estate Services
03000 41 59 40
Mark.Cheverton@kent.gov.uk

Relevant Director:

Rebecca Spore
Director of Infrastructure
03000 41 67 16
rebecca.spore@kent.gov.uk

Principal Surveyor:

Daniel Parkes
Acquisitions Investments & Disposals
03000 417 955
Daniel.Parkes@kent.gov.uk

Surveyor:

Rachel Paton
Acquisitions Investments & Disposals
03000 41 35 26
rachel.paton@kent.gov.uk

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KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

DECISION TO BE TAKEN BY:

Brian Collins, Deputy Leader

DECISION NUMBER:

25/00048

For publication**Key decision: YES**

Key decision criteria. The decision will result in savings or expenditure which is significant having regard to the budget for the service or function (currently defined by the Council as in excess of £1,000,000).

Title of Decision: Freehold Disposal of Thistley Hill, Melbourne Avenue, Dover, CT16 2JH**Decision:**

As Deputy Leader, I agree to:

1. the disposal of Thistley Hill, Melbourne Avenue, Dover, CT16 2JH; and
2. delegate authority to the Director of Infrastructure, in consultation with the Deputy Leader, to finalise the terms of the disposal and execution of all necessary or desirable documentation required to implement the above.

Reason(s) for decision: The property is surplus to the Council's operational requirements and due to the projected value, to pursue a disposal, will require a Key Decision as per Kent County Council's (KCC's) constitution.

The sale of the property will result in a capital receipt which will be reinvested back into the Council's Capital Programme.

Cabinet Committee recommendations and other consultation: The proposed decision is due to be discussed by the Policy and Resources Cabinet Committee on 8 July 2025.

The views of the Local Member will be sought and reported to Cabinet Committee meeting and Cabinet Member taking the decision.

Any alternatives considered and rejected:

Other options considered were to:

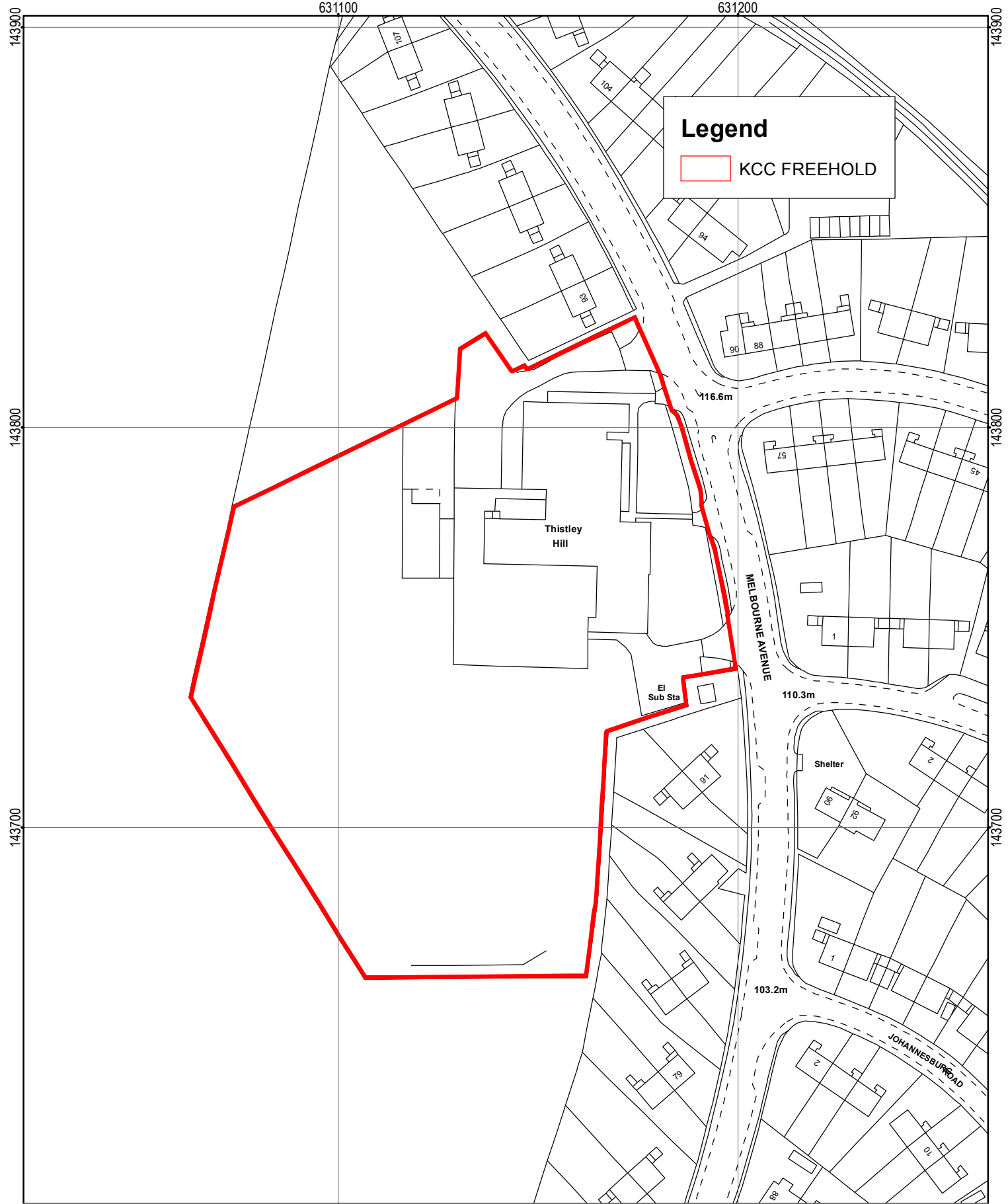
- Reuse the site - no other services have a requirement for the buildings as they are too dilapidated to bring back into beneficial use.
- Continue to hold the site vacant in case of a future requirement - not considered practical due to on-going holding costs, risk and the opportunity cost associated with the capital receipt.
- Let the property as part of the Tenanted Estate to generate an income - not considered feasible due to the poor condition of the buildings and the opportunity cost associated with the capital receipt.
- Disposal of the asset - to reduce the revenue holding costs and deliver a capital receipt. This is the recommended option.

Any interest declared when the decision was taken and any dispensation granted by the Proper Officer: None.

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signed

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date

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631100

THISTLEY HILL KEY OFFICE
 MELBOURNE AVENUE
 BUCKLAND
 DOVER
 KENT
 CT16 2JH

631200



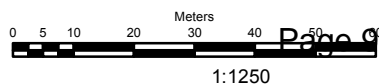
PROPERTY AND
 INFRASTRUCTURE SUPPORT
 County Hall, Maidstone
 Kent ME14 1XQ
 Tel:08458 247247

MasterMap

UPRN: 60620100

Drawn By
 MTD

Date
 MAR 2015



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 TR3143/3P

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EQIA Submission – ID Number

Section A

EQIA Title

Disposal of Thistley Hill Dover

Responsible Officer

Rachel Paton - DCED INF

Approved by (Note: approval of this EqlA must be completed within the EqlA App)

Daniel Parkes - DCED INF

Type of Activity

Service Change

No

Service Redesign

No

Project/Programme

No

Commissioning/Procurement

No

Strategy/Policy

No

Details of other Service Activity

Disposal

Accountability and Responsibility

Directorate

Strategic and Corporate Services

Responsible Service

Infrastructure

Responsible Head of Service

Daniel Parkes - DCED INF

Responsible Director

Rebecca Spore - DCED INF

Aims and Objectives

To obtain authority to dispose of the property asset.

To seek the delegation of authority for agreeing the specific terms of the disposal to the Director of Infrastructure in consultation with the Cabinet Member for Finance, Corporate and Traded Services

Section B – Evidence

Do you have data related to the protected groups of the people impacted by this activity?

Yes

It is possible to get the data in a timely and cost effective way?

No

Is there national evidence/data that you can use?

No

Have you consulted with stakeholders?

Yes

Who have you involved, consulted and engaged with?

We are required to consult with the local division member per the Council's constitution.

As part of the key decision process other members of the authority are made aware of the decision to be taken and are able to raise queries in respect of the proposed decision.

It is our current intention that formal member consultation will take place at the next Policy and Resources

Cabinet Committee, on 8th July 2025
Has there been a previous Equality Analysis (EQIA) in the last 3 years?
Yes
Do you have evidence that can help you understand the potential impact of your activity?
Yes
Section C – Impact
Who may be impacted by the activity?
Service Users/clients
No
Staff
No
Residents/Communities/Citizens
Residents/communities/citizens
Are there any positive impacts for all or any of the protected groups as a result of the activity that you are doing?
Yes
Details of Positive Impacts
<p>A residential-led redevelopment on the site is expected to add to the well-being of the area in economic terms, by employment generation and improvement of the local economy, due to the presence & increased spending of an increased local population.</p> <p>Social benefits will be derived from the site, which includes redundant deteriorating former education buildings, being brought back into beneficial use rather than being a target for vandalism and anti-social activities.</p> <p>It is anticipated that the environment will also be improved.</p>
Negative impacts and Mitigating Actions
19. Negative Impacts and Mitigating actions for Age
Are there negative impacts for age?
No
Details of negative impacts for Age
Not Applicable
Mitigating Actions for Age
Not Applicable
Responsible Officer for Mitigating Actions – Age
Not Applicable
20. Negative impacts and Mitigating actions for Disability
Are there negative impacts for Disability?
No
Details of Negative Impacts for Disability
Not Applicable
Mitigating actions for Disability
Not Applicable
Responsible Officer for Disability
Not Applicable
21. Negative Impacts and Mitigating actions for Sex
Are there negative impacts for Sex
No
Details of negative impacts for Sex
Not Applicable
Mitigating actions for Sex
Not Applicable

Responsible Officer for Sex
Not Applicable
22. Negative Impacts and Mitigating actions for Gender identity/transgender
Are there negative impacts for Gender identity/transgender
No
Negative impacts for Gender identity/transgender
Not Applicable
Mitigating actions for Gender identity/transgender
Not Applicable
Responsible Officer for mitigating actions for Gender identity/transgender
Not Applicable
23. Negative impacts and Mitigating actions for Race
Are there negative impacts for Race
No
Negative impacts for Race
Not Applicable
Mitigating actions for Race
Not Applicable
Responsible Officer for mitigating actions for Race
Not Applicable
24. Negative impacts and Mitigating actions for Religion and belief
Are there negative impacts for Religion and belief
No
Negative impacts for Religion and belief
Not Applicable
Mitigating actions for Religion and belief
Not Applicable
Responsible Officer for mitigating actions for Religion and Belief
Not Applicable
25. Negative impacts and Mitigating actions for Sexual Orientation
Are there negative impacts for Sexual Orientation
No
Negative impacts for Sexual Orientation
Not Applicable
Mitigating actions for Sexual Orientation
Not Applicable
Responsible Officer for mitigating actions for Sexual Orientation
Not Applicable
26. Negative impacts and Mitigating actions for Pregnancy and Maternity
Are there negative impacts for Pregnancy and Maternity
No
Negative impacts for Pregnancy and Maternity
Not Applicable
Mitigating actions for Pregnancy and Maternity
Not Applicable
Responsible Officer for mitigating actions for Pregnancy and Maternity
Not Applicable
27. Negative impacts and Mitigating actions for Marriage and Civil Partnerships
Are there negative impacts for Marriage and Civil Partnerships
No

Negative impacts for Marriage and Civil Partnerships
Not Applicable
Mitigating actions for Marriage and Civil Partnerships
Not Applicable
Responsible Officer for Marriage and Civil Partnerships
Not Applicable
28. Negative impacts and Mitigating actions for Carer's responsibilities
Are there negative impacts for Carer's responsibilities
No
Negative impacts for Carer's responsibilities
Not Applicable
Mitigating actions for Carer's responsibilities
Not Applicable
Responsible Officer for Carer's responsibilities
Not Applicable

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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From: Brian Collins, Deputy Leader
Rebecca Spore, Director of Infrastructure

To: Policy and Resources Cabinet Committee – 8 July 2025

Subject: Freehold Disposal of Sevenoaks Adult Education Centre, Hatton House, Bradbourne Road, TN13 3QN.

Decision no: 25/00049

Key Decision: *Yes, the decision involves expenditure or savings of maximum £1m.*

Classification: **Unrestricted report with exempt appendix D**, *not for publication under Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).*

Future Pathway of report: Cabinet Member Decision

Electoral Division: Sevenoaks Town - Richard Streatfeild (Liberal Democrats).

Is the decision eligible for call-in? Yes

Summary: This report considers the proposed disposal of Sevenoaks Adult Education Centre, Hatton House, Bradbourne Road, TN13 3QN.

Recommendations:

The Policy and Resources Cabinet Committee is asked to consider and endorse or make recommendations to the Deputy Leader on the proposed decision to agree:

1. the disposal of Sevenoaks Adult Education Centre, Hatton House, Bradbourne Road, TN13 3QN; and
 2. delegate authority to The Director of Infrastructure, in consultation with the Deputy Leader, to finalise the terms of the disposal and execution of all necessary or desirable documentation required to implement the above.
-

1. Introduction

- 1.1 This report addresses the Council's intention to dispose of Sevenoaks Adult Education Centre (AEC), Hatton House, Bradbourne Road, TN13 3QN.
- 1.2 The site currently comprises the Sevenoaks AEC, housed in a building ('Hatton House') originally constructed in 1874 as a private residence as well as associated outbuildings and parking.

- 1.3 The site area is approximately 0.6ha with direct access via Bradbourne Road.
- 1.4 The site plan shows the redline boundary for the proposed disposal and is attached at Appendix B.
- 1.5 Exempt Appendix D includes more detailed and financial information which is commercially sensitive.

2. Background

- 2.1 A service decision was taken in July 2024 which set out the change in focus and scope from Central Government in relation to the delivery of the Community Learning and Skills (CLS) service. As a result, the service will be delivered in a different way going forwards and the Sevenoaks Adult Education building will no longer be required. Decision 24/00046 sets this out in more detail. There are no other suitable KCC services that require use of the building and therefore the property will be surplus to the Council's requirements when it is vacated by the service in Summer 2025.
- 2.2 It is proposed to market the site through our appointed agents, and it is expected that the level of net sales receipts to KCC will be over the £1m delegated threshold, which will therefore require a Key Decision.

3. Options considered and dismissed, and associated risk

- 3.1 **Reuse the site:** KCC has no operational requirement for the site – *Dismissed*.
- 3.2 **Continue to hold the site vacant in case of a future requirement:** Continuing to hold the site will leave the Council with ongoing costs for securing it against unauthorised access and potential claims for injuries arising from any trespassing. Continuing deterioration of the redundant buildings remains an inherent risk for KCC – *Dismissed*.
- 3.3 **Letting the property as part of the Tenanted Estate to generate an income:** The current buildings on the site are in poor condition and the prospect of securing a tenant is considered unlikely and unviable. KCC would forgo any capital receipt whilst this option was pursued – *Dismissed*.
- 3.4 **Disposal of the asset:** A freehold disposal will allow a capital receipt to be generated for reinvestment back into the Council's stated capital priorities and support the delivery of the Council's statutory obligations. Disposal will also eliminate holding costs associated with the property - *Recommended option*.

4. Financial implications

- 4.1 The sale of the property will result in a capital receipt which will be reinvested back into the Council's Capital Programme.

- 4.2 The disposal will remove holding costs associated with the site, easing pressure on revenue budgets.
- 4.3 Further financial information is set out in the Exempt Appendix D.

5. Legal implications

- 5.1 The Council has an overarching duty under s123 of the Local Government Act 1972 to obtain not less than best consideration in the disposal of property assets and it also has a fiduciary duty to the residents of Kent.
- 5.2 External legal advisors have been appointed in consultation with General Counsel.

6. Equalities implications

- 6.1 The Key Decision to be taken by the Cabinet Member does not relate to a service delivery or change.
- 6.2 An Equalities Impact Assessment (EqIA) has been undertaken and has not resulted in any implications which might impact upon a disposal of the Council's interest; a copy of this is attached at Appendix C.

7. Data Protection Implications

- 7.1 As part of this approval process and in the handling of the disposal of the site, Data Protection regulations will be observed.
- 7.2 A Data Protection Implication Assessment (DPIA) screening has confirmed that there are no DPIA implications and that a further DPIA assessment is not required in respect of this decision.

8. Other corporate implications

- 8.1 None - This decision will not have any impact on other areas of the Council's work.

9. Governance

- 9.1 A Key Decision is being sought in line with the Constitution and the Council's governance processes. The views of the local Member in accordance with the property management protocol will be sought and will be reported to the Cabinet Member before a Key Decision is taken.

10. Conclusions

10.1 The site has been declared surplus to the Council's operational requirements. In accordance with the Council's strategy of recycling assets to produce capital receipts for reinvestment into capital project priorities, it is recommended that this site is progressed for disposal.

10.2 An indicative timetable for the planned disposal is set out below:

Stage	Timescale
Marketing	Q3 2025
Bid Appraisal	Q4 2025
Exchange of contracts	Q1 2026
Completion of sale assuming unconditional sale	Q2 2026
Completion of sale assuming conditional sale	Q3 2027

10.3 In relation to the Asset of Community Value (ACV), Sevenoaks District Council was notified on 13 March 2025 of our intention to dispose of the property with this moratorium period ending on 13 September 2025.

10.4 The sale of the property will result in a capital receipt which will be reinvested back into the Council's Capital Programme.

10.5 The disposal of the property will remove holding costs associated with the property easing pressure on revenue budgets.

10.6 Subject to the necessary approvals being forthcoming, KCC will instruct solicitors and surveyors to prepare and execute a disposal strategy to affect a disposal in accordance with adopted KCC Freehold Property Asset Disposal Policy and its statutory and fiduciary obligations.

Recommendations:

The Policy and Resources Cabinet Committee is asked to consider and endorse or make recommendations to the Deputy Leader on the proposed decision to agree to:

1. the disposal of Sevenoaks Adult Education Centre, Hatton House, Bradbourne Road, TN13 3QN; and
2. delegate authority to The Director of Infrastructure, in consultation with the Deputy Leader, to finalise the terms of the disposal and execute all necessary or desirable documentation required to implement the above.

11. Background documents

11.1 *Decision - 24/00046 - KCC CLS Adult Education Funding Reform*
<https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=2882>

12. Appendices

12.1 Appendix A – Proposed Record of Decision

12.2 Appendix B – Site Plan

12.3 Appendix C – EQIA/ DPIA

12.4 Appendix D – Exempt Information

12. Contact details

Lead Officer:

Mark Cheverton
Head of Real Estate Services
03000 41 59 40
Mark.Cheverton@kent.gov.uk

Relevant Director:

Rebecca Spore
Director of Infrastructure
03000 41 67 16
rebecca.spore@kent.gov.uk

Principal Surveyor:

Daniel Parkes
Acquisitions Investments & Disposals
03000 417 955
Daniel.Parkes@kent.gov.uk

Surveyor:

Rachel Paton
Acquisitions Investments & Disposals
03000 413526
rachel.paton@kent.gov.uk

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KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

DECISION TO BE TAKEN BY:

Brian Collins, Deputy Leader

DECISION NUMBER:

25/00049

For publication**Key decision: YES**

Key decision criteria. The decision will result in savings or expenditure which is significant having regard to the budget for the service or function (currently defined by the Council as in excess of £1,000,000).

Title of Decision - Freehold Disposal of Sevenoaks Adult Education Centre, Hatton House, Bradbourne Road, TN13 3QN**Decision:** As Deputy Leader, I agree to:

1. the disposal of Sevenoaks Adult Education Centre, Hatton House, Bradbourne Road, TN13 3QN; and
2. delegate authority to the Director of Infrastructure, in consultation with the Deputy Leader, to finalise the terms of the disposal and execution of all necessary or desirable documentation required to implement the above.

Reason(s) for decision: The property is surplus to the Council's operational requirements and due to the projected value, to pursue a disposal, will require a Key Decision as per Kent County Council's (KCC's) constitution.

The sale of the property will result in a capital receipt which will be reinvested back into the Council's Capital Programme.

Cabinet Committee recommendations and other consultation: The proposed decision is due to be discussed by the Policy and Resources Cabinet Committee on 8 July 2025.

The views of the Local Member will be sought and reported to both the Cabinet Committee meeting and Cabinet Member taking the decision.

Any alternatives considered and rejected:

Other options considered were to:

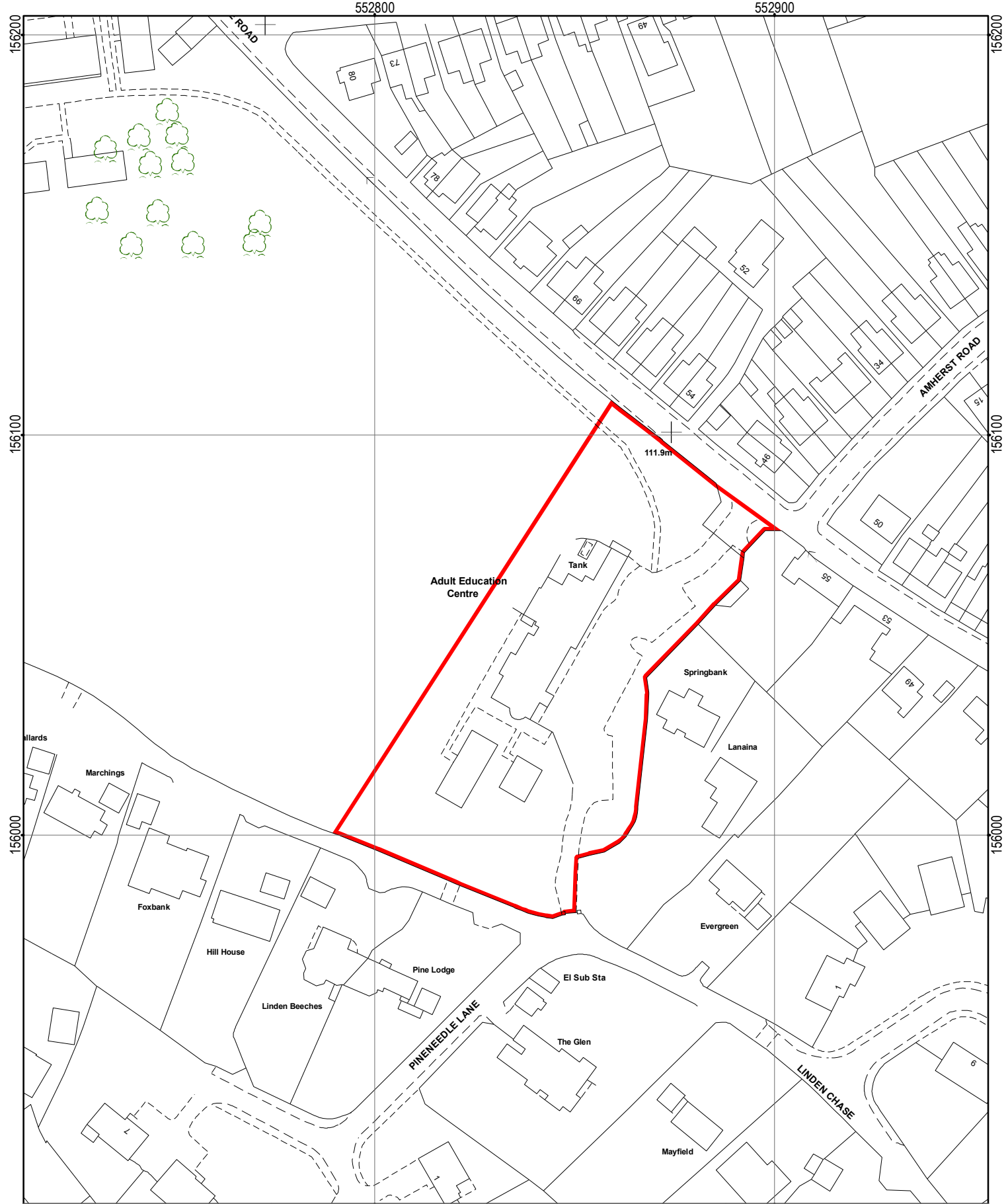
- Reuse the site - no other services have a requirement for the buildings as they are too dilapidated to bring back into beneficial use.
- Continue to hold the site vacant in case of a future requirement - not considered practical due to on-going holding costs, risk and the opportunity cost associated with the capital receipt.
- Let the property as part of the Tenanted Estate to generate an income - not considered feasible due to the poor condition of the buildings and the opportunity cost associated with the capital receipt.
- Disposal of the asset - to reduce the revenue holding costs and deliver a capital receipt. *This is the recommended option.*

Any interest declared when the decision was taken and any dispensation granted by the Proper Officer: None.

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signed

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date

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552800
SEVENOAKS ADULT EDUCATION CENTRE
BRADBOURNE ROAD
SEVENOAKS
TN13 3QN

UPRN 07200200

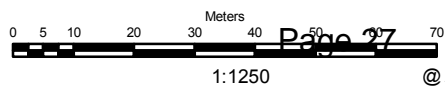
MasterMap



PROPERTY AND
INFRASTRUCTURE SUPPORT
County Hall, Maidstone
Kent ME14 1XQ
Tel:08458 247247

Drawn By
JTN

Date
SEP 2011



Drawing No.
TQ5256/4R

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EQIA Submission – ID Number

Section A

EQIA Title

Disposal of Hatton House Sevenoaks

Responsible Officer

Rachel Paton - DCED INF

Approved by (Note: approval of this EqIA must be completed within the EqIA App)

Daniel Parkes - DCED INF

Type of Activity

Service Change

No

Service Redesign

No

Project/Programme

No

Commissioning/Procurement

No

Strategy/Policy

No

Details of other Service Activity

Disposal Seeking authority as per KCC's constitution to dispose of surplus property asset in line with adopted policy.

Accountability and Responsibility

Directorate

Strategic and Corporate Services

Responsible Service

Infrastructure

Responsible Head of Service

Daniel Parkes - DCED INF

Responsible Director

Rebecca Spore - DCED INF

Aims and Objectives

To obtain authority to dispose of the property asset.

To seek the delegation of authority for agreeing the specific terms of the disposal to the Director of Infrastructure in consultation with the Cabinet Member for Finance, Corporate and Traded Services.

Section B – Evidence

Do you have data related to the protected groups of the people impacted by this activity?

Yes

It is possible to get the data in a timely and cost effective way?

No

Is there national evidence/data that you can use?

No

Have you consulted with stakeholders?

Yes

Who have you involved, consulted and engaged with?

We are required to consult with the local division member per the Council's constitution.
As part of the key decision process other members of the authority are made aware of the decision to be taken and are able to raise queries in respect of the proposed decision.

It is our current intention that formal member consultation will take place at the next Policy and Resources Cabinet Committee, on 8th July 2025
Has there been a previous Equality Analysis (EQIA) in the last 3 years?
Yes
Do you have evidence that can help you understand the potential impact of your activity?
Yes
Section C – Impact
Who may be impacted by the activity?
Service Users/clients
No
Staff
No
Residents/Communities/Citizens
Residents/communities/citizens
Are there any positive impacts for all or any of the protected groups as a result of the activity that you are doing?
Yes
Details of Positive Impacts
<p>A residential-led redevelopment on the site is expected to add to the well-being of the area in economic terms, by employment generation and improvement of the local economy, due to the presence & increased spending of an increased local population.</p> <p>Social benefits will be derived from the site, which includes redundant deteriorating former education buildings, being brought back into beneficial use rather than being a target for vandalism and anti-social activities.</p> <p>It is anticipated that the environment will also be improved.</p>
Negative impacts and Mitigating Actions
19.Negative Impacts and Mitigating actions for Age
Are there negative impacts for age?
No
Details of negative impacts for Age
Not Applicable
Mitigating Actions for Age
Not Applicable
Responsible Officer for Mitigating Actions – Age
Not Applicable
20. Negative impacts and Mitigating actions for Disability
Are there negative impacts for Disability?
No
Details of Negative Impacts for Disability
Not Applicable
Mitigating actions for Disability
Not Applicable
Responsible Officer for Disability
Not Applicable
21. Negative Impacts and Mitigating actions for Sex
Are there negative impacts for Sex
No
Details of negative impacts for Sex
Not Applicable
Mitigating actions for Sex

Not Applicable
Responsible Officer for Sex
Not Applicable
22. Negative Impacts and Mitigating actions for Gender identity/transgender
Are there negative impacts for Gender identity/transgender
No
Negative impacts for Gender identity/transgender
Not Applicable
Mitigating actions for Gender identity/transgender
Not Applicable
Responsible Officer for mitigating actions for Gender identity/transgender
Not Applicable
23. Negative impacts and Mitigating actions for Race
Are there negative impacts for Race
No
Negative impacts for Race
Not Applicable
Mitigating actions for Race
Not Applicable
Responsible Officer for mitigating actions for Race
Not Applicable
24. Negative impacts and Mitigating actions for Religion and belief
Are there negative impacts for Religion and belief
No
Negative impacts for Religion and belief
Not Applicable
Mitigating actions for Religion and belief
Not Applicable
Responsible Officer for mitigating actions for Religion and Belief
Not Applicable
25. Negative impacts and Mitigating actions for Sexual Orientation
Are there negative impacts for Sexual Orientation
No
Negative impacts for Sexual Orientation
Not Applicable
Mitigating actions for Sexual Orientation
Not Applicable
Responsible Officer for mitigating actions for Sexual Orientation
Not Applicable
26. Negative impacts and Mitigating actions for Pregnancy and Maternity
Are there negative impacts for Pregnancy and Maternity
No
Negative impacts for Pregnancy and Maternity
Not Applicable
Mitigating actions for Pregnancy and Maternity
Not Applicable
Responsible Officer for mitigating actions for Pregnancy and Maternity
Not Applicable
27. Negative impacts and Mitigating actions for Marriage and Civil Partnerships
Are there negative impacts for Marriage and Civil Partnerships

No
Negative impacts for Marriage and Civil Partnerships
Not Applicable
Mitigating actions for Marriage and Civil Partnerships
Not Applicable
Responsible Officer for Marriage and Civil Partnerships
Not Applicable
28. Negative impacts and Mitigating actions for Carer's responsibilities
Are there negative impacts for Carer's responsibilities
No
Negative impacts for Carer's responsibilities
Not Applicable
Mitigating actions for Carer's responsibilities
Not Applicable
Responsible Officer for Carer's responsibilities
Not Applicable

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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POLICY AND RESOURCES CABINET COMMITTEE - WORK PROGRAMME 2025/26

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10 September 2025 – 10am		
Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department	David Whittle Matt Wagner	<i>Regular item</i>
Contract Management Review Group update	Clare Maynard	<i>Regular Item – six monthly</i>
Regular Medium Term Financial Plan (MTFP) update	John Betts Dave Shipton	<i>Regular Item</i>
Annual Equality and Diversity Report	David Whittle	<i>Regular item - Annual</i>
Driver welfare contract to support the KMRF Op Fennel traffic management plans	Andy Jeffery Casey Holland Rebecca Spore	<i>Key Decision</i>
Disposal of Land at Westcott Avenue Gravesend	Mark Cheverton Linda Martin	<i>Key decision</i>
Work Programme 2025/2026		<i>Standing item</i>
13 November 2025 – 10am		
Draft Revenue and Capital Budget and Medium-Term Financial Plan	John Betts Dave Shipton	<i>Regular item</i>
Homes for Ukraine Update Report	David Whittle	
Work Programme 2025/2026		<i>Standing item</i>
14 January 2026 – 10am		
Draft Revenue and Capital Budget and Medium-Term Financial Plan	John Betts Dave Shipton	<i>Regular item - annual</i>

Agenda Item 11

Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department	David Whittle Matt Wagner	<i>Regular item</i>
Work Programme 2025/2026		<i>Standing item</i>
11 March 2026 – 10am		
Risk Management (Including RAG ratings)	David Whittle Mark Scrivener	<i>Regular item - Annual</i>
Cyber Security	Lisa Gannon	<i>Regular Item – six monthly</i>
Contract Management Review Group update	Clare Maynard	<i>Regular Item –six monthly</i>
Regular Medium Term Financial Plan (MTFP) update	John Betts Dave Shipton	<i>Regular item</i>
Work Programme 2025/2026		<i>Standing item</i>
6 May 2026 – 10am		
Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department	David Whittle	<i>Regular item</i>
Work Programme 2025/2026		<i>Standing item</i>
8 July 2026 – 10am		
Regular Medium Term Financial Plan (MTFP) update	John Betts Dave Shipton	<i>Regular item</i>
Work Programme 2025/2026		<i>Standing item</i>

PATTERN OF REGULAR ITEMS

JANUARY	Annual	Draft Revenue and Capital Budget and Medium-Term Financial Plan	John Betts Dave Shipton
	Every other meeting	Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department	David Whittle Matt Wagner
MARCH	Annual	Risk Management (Including RAG ratings)	David Whittle Mark Scrivener
	Six-monthly	Cyber Security	Lisa Gannon
	Six-monthly	Contract Management Review Group update	Clare Maynard
	Every other meeting	Regular Medium Term Financial Plan (MTFP) update	John Betts Dave Shipton
MAY	Every other meeting	Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department	David Whittle Matt Wagner
	Every other meeting	Regular Medium Term Financial Plan (MTFP) update	John Betts Dave Shipton
	Six-monthly	Contract Management Review Group update	Clare Maynard
JULY	Every other meeting	Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department	David Whittle Matt Wagner
SEPTEMBER	Every other meeting	Regular Medium Term Financial Plan (MTFP) update	John Betts Dave Shipton
	Annual	Annual Equality and Diversity Report (in 2024 moved to September)	David Whittle
	Annual	Draft Revenue and Capital Budget and Medium-Term Financial Plan	John Betts Dave Shipton
NOVEMBER/			

DECEMBER			
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ITEMS WHICH HAVE NOT BEEN ALLOCATED TO A MEETING