



FORWARD PLAN OF DECISIONS

2 May 2018 - 30 September 2018

This Edition of the Forward Plan Supersedes ALL Previous Editions

A handwritten signature in black ink, appearing to read 'Paul Carter', is centered on the page.

Leader of the County Council - Paul Carter
Published by Democratic Services

This Forward Plan lists “Key Decisions” which Kent County Council intends to take over the next six months. It gives information on the projects that will be coming forward and who will be involved with them. The Plan also contains reference to other proposed decisions, which although not Key Decisions are nonetheless significant in terms of their outcomes.

Please use the contact details given to let us know your views.

FORWARD PLAN OF DECISIONS

Each month the Council publishes a Forward Plan of Decisions expected to be taken during the following six months.

A “Key Decision” is an Executive-side Decision which is likely to:

- (a) result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council’s budget for the service or function to which the decision relates; or
- (b) be significant in terms of its effects on communities living or working in an area comprising two or more electoral divisions in the area of the local authority.

Key Decisions can only be taken by the Cabinet, the Leader or an individual Cabinet Member.

Decisions which should be regarded as Key Decisions because they are likely to have a significant effect either in financial terms or on the Council’s services to the community include:

- (a) Decisions about expenditure or savings over £1,000,000 which are not provided for within the approved budget or Medium Term Financial Plan
- (b) Adoption of major new policies not already included in the Policy Framework (Constitution Appendix 3) or changes to established policies
- (c) Approval of management and business plans
- (d) Decisions that involve significant service developments, significant service reductions, or significant changes in the way that services are delivered, whether County-wide or in a particular locality. For example, closure of a school, approval of a major project (such as a highway scheme) or programme of works, major changes in the eligibility criteria for provision of a service, major changes in the fees charged for a service, or proposals that would result in a service currently provided in-house being outsourced.
- (e) Decisions where the consequences are likely to result in compulsory redundancies or major changes in the terms and conditions of employment of a significant number of employees in any of the Council’s functions.

Preparation of the Forward Plan helps the Council to programme its work and ensures compliance with the Local Government Act 2000. Every month, the period covered by the Plan will be rolled forward by one month and the plan will be republished.

The Plan outlines the consultation that is proposed in respect of future decisions and who members of the public and the Council should contact to make comments on any particular item. Anyone is entitled to obtain copies of the documents that will be relied upon when a decision is taken, unless those documents are ‘Exempt’ within the meaning of the relevant sections of the Local Government Act 1972 (as amended).

Reports related to decisions will be published on the Council's web site at www.kent.gov.uk at least five days before the decision it is due to be taken. Once the decision has been taken, a copy of the Record of Decision will also be published on the Council's website.

| The Kent County Council Cabinet Members are: | |
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| Mr Paul Carter | Leader of the Council and Cabinet Member for Traded Services and Health Reform |
| Mr Peter Oakford | Deputy Leader and Cabinet Member for Strategic Commissioning and Public Health |
| Miss Susan Carey | Cabinet Member for Customers, Communications and Performance |
| Mr Mark Dance | Cabinet Member for Economic Development |
| Mr Graham Gibbens | Cabinet Member for Adult Social Care |
| Mr Roger Gough | Cabinet Member for Children, Young People and Education |
| Mr Mike Hill | Cabinet Member for Community and Regulatory Services |
| Mr Eric Hotson | Cabinet Member for Corporate and Democratic Services |
| Mr John Simmonds | Cabinet Member for Finance |
| Mrs Mike Whiting | Cabinet Member for Planning, Transport, Highways and Waste |

All Members can be contacted by writing to Kent County Council, Sessions House, County Hall, Maidstone, Kent, ME14 1XQ or by email via the Council's website.

NEW

NOT BEFORE 30 MAY 2018 BY CABINET MEMBER

Responsible Cabinet Member - Cabinet Member for Planning, Highways, Transport and Waste

Reference No: Invicta Law are providing support.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

17/00025(b) - A2500 Lower Road Improvements - Phase 2, Minster, Sheppey

The Decision needed:

The works form Phase 2 of a scheme to improve the junction of the A2500, Lower Road and Barton Hill Drive. This Phase is to widen a section of the A2500 Lower Road between the A249 at Cowstead Corner and Barton Hill Drive.

The Scheme supports the 2015-20 Strategic Outcome of ' Kent Communities feel the benefits of economic growth.' The scheme will reduce congestion and improve safety. By providing capacity it will unlock development potential for many new homes and jobs in Minster and the surrounding areas on the Isle of Sheppey. The benefits will broaden out to Eastchurch and Leysdown to the east of the Sheppey.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Planning, Highways, Transport and Waste

Date:

Not before 30 May 2018

Reason if Key Decision

An Equalities Impact Assessment is being compiled.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

The matter has already been discussed by Environment and Transport Cabinet Committee on 13 March 2017. The Record of Decision number is 17/00025.

Phase 2 will be discussed by the Environment and Transport Cabinet Committee on 15 May 2018.

No other consultation is planned as this decision is intended to update decisions taken in 13 March 2017.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

The overall estimated scheme cost for Phase 2 is £4.85m. The allocation from the National Productivity Investment Fund is £3.195m. The remaining £1.655m is to be provided via developer contributions under S278 agreements.

Support documents

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| <p>Transport and Waste</p> <p>Reference No: The agreement is legally binding and replaces all other existing arrangements regarding payments made by KCC to both Borough Councils.</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title: 18/00023 - Inter-Authority Agreement in respect of the management of the Waste Project between Tonbridge and Malling Borough Council (TMBC) and Tunbridge Wells Borough Council (TWBC)</p> <p>The Decision needed: TMBC and TWBC have commissioned a new kerbside model of waste collection to significantly increase recycling and composting rates. To provide financial support for this revised collection system, an enabling payment scheme has been devised which reflects disposal cost reductions achieved, shared equally between KCC and TMBC/TWBC.</p> |
| <p>Section 2 – Who is taking the final decision and when</p> |
| <p>Who is taking the Decision Cabinet Member for Planning, Highways, Transport and Waste</p> <p>Date: Not before 30 May 2018</p> <p>Reason if Key Decision N/A</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| <p>Section 3 – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees</p> <p>The proposal will be discussed at the Environment and Transport Cabinet Committee on 15 May.</p> |
| <p>Section 4 – Responsible Officer – Who to contact for more information.</p> |
| <p>Your name, Your Service, Your phone number and email address: The agreement is intended to replace the current scheme of paying recycling credits which is costly and inefficient for all parties. Gross disposal savings are estimated at over £1m for each Authority. No incentive payment is payable</p> |

where performance does not reduce disposal costs.

Support documents

Responsible Cabinet Member - Cabinet Member for Corporate and

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| <p>Democratic Services</p> <p>Reference No: This Policy meets all legislative requirements and forms part of the Authority's planned preventative maintenance and statutory maintenance regimes</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title: 18/00025 Asbestos Policy and Procedures</p> <p>The Decision needed: To consider and agree Kent County Council's Policy and Procedures for the management of asbestos. This Policy outlines how Kent County Council will meet its legal duties for the management of asbestos.</p> <p>This includes a:</p> <p>Risk Assessment/Survey Programme The 3-year rolling program of risk assessments/ survey programme, forms and integral part of the statutory compliance package managed by Gen2 and covers both Corporate Landlord and the school estate. Total cost for Corporate Landlord approximately £100,000 Total cost for Schools approximately £320,000.</p> <p>Remedial Works Remedial works related to asbestos can be difficult to correctly estimate as it is dependent on the size and complexity of the tasks undertaken. Schools that require asbestos remedial works are the responsibility of KCC if these works are a direct recommendation from the asbestos management survey. Work falling outside of the survey remit are at the cost of the school</p> |
| <p>Section 2 – Who is taking the final decision and when</p> |
| <p>Who is taking the Decision Cabinet Member for Corporate and Democratic Services</p> <p>Date: Not before 30 May 2018</p> <p>Reason if Key Decision None Known EIA conducted</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan The matter will be discussed at the meeting of the Policy and Resources Cabinet Committee on 11 May 2018</p> |
| <p>Section 3 – Who is to be consulted, how and when, (The Duty to</p> |

Inform/consult/Involve) including relevant scrutiny councillors

Consultees

The policy spans the whole of teh KCC property portfolio including all Members and Divisions.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

Total cost for Corporate Landlord approximately £100,000

Total cost for Schools approximately £320,000

Support documents

NOT BEFORE 17 MAY BY CABINET MEMBER

Responsible Cabinet Member - Cabinet Member for Children, Young People and Education

Reference No: Any legal implications will be identified in the report to the Cabinet Member for Children, Young People and Education before he takes his decision to agree the capital expenditure required to provide the school with additional accommodation.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

18/00020 - Expansion and Relocation of St Peter's Church of England Primary School

The Decision needed:

The Cabinet Member for Children, Young People and Education is asked to consider and endorse the recommendations to:

- i. **Permanently expand and relocate St Peter's Church of England Primary School, Windmill Street, Tunbridge Wells, Kent TN2 4UU, from 140 places to 210 places, increasing the published admission number (PAN) from 20 to 30 Year R places from September 2019.**
- i. Allocate the budget from the Basic Needs budget (full details to be provided within the Children's, Young People and Education Cabinet Committee report).
- i. **Authorise the Director of Infrastructure in consultation with General Counsel to enter into any necessary contracts/ agreements on behalf of the County Council.**
- v. **Authorise the Director of Infrastructure to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts.**

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Children, Young People and Education

Date:

Not before May 2018

Reason if Key Decision

An Equality Impact Assessment will be produced and will be accessible on line via the following link: www.kent.gov.uk/schoolconsultations.

Reason if this decision has been delayed/withdrawn from a previous

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| plan |
| Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors |
| <p>Consultees</p> <p>On 15 January 2018, the Commissioning Plan for Education Provision 2018-22 was endorsed by the Children’s, Young People and Education Cabinet Committee.</p> <p>In accordance with the Department for Education’s Statutory Guidance (April 2016): Making ‘prescribed alterations’ to maintained schools, there is a need to undertake a formal statutory consultation process as the proposed changes exceed 25% of the schools total capacity.</p> <p>An Education consultation will be completed prior to the Cabinet Committee. Further information is available on the School Consultation webpage : www.kent.gov.uk/schoolconsultations</p> <p>The results of the consultation will be outlined to the Children’s, Young People and Education Cabinet Committee at the meeting on 8th May 2018.</p> <p>There will also be a planning application process which will provide all interested parties with an opportunity to respond direct.</p> |
| Section 4 – Responsible Officer – Who to contact for more information. |
| <p>Your name, Your Service, Your phone number and email address: The costs to this project will be outlined in the report that will be considered by the Children’s, Young People and Education Cabinet Committee.</p> <p>Support documents</p> |

NOT BEFORE 16 MAY 2018 BY CABINET MEMBER

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| <p>Responsible Cabinet Member - Cabinet Member for Children, Young People and Education</p> <p>Reference No: KCC has a duty to consult on and publish its Post 16 Transport Policy Statement each year. Whilst there is no statutory duty to provide transport for Post 16 Learners there is a duty to consider applications for assistance with transport and to enable access to education. The transport policy sets out how KCC will meet this duty and what learners in special circumstances can expect by way of support.</p> <p>Key Yes</p> |
| Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved. |

Title:**18/00016 - Post 16 Transport Policy 2018-19****The Decision needed:**

The Cabinet Member is asked to agree the Post 16 Transport Policy for 2018/19.

Section 2 – Who is taking the final decision and when**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

Date:

Not before May 2018

Reason if Key Decision

A full impact assessment has been undertaken and can be found via this link:https://consultations.kent.gov.uk/consult.ti/post16_transportpolicy/consultationHome

Reason if this decision has been delayed/withdrawn from a previous plan**Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors****Consultees**

The item will be discussed at the Children's, Young People and Education Cabinet Committee on 8 May 2018.

KCC has a duty to consult on and publish its Post 16 Transport Policy Statement each year. The full consultation for this years consultation and associated documents can be found using this link:

https://consultations.kent.gov.uk/consult.ti/post16_transportpolicy/consultationHome

Section 4 – Responsible Officer – Who to contact for more information.**Your name, Your Service, Your phone number and email address:**

Any Financial implication will be outlined in the report to Children's, Young People and Education Cabinet Committee on 8 May 2018.

Support documents

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| <p>Responsible Cabinet Member - Cabinet Member for Adult Social Care</p> <p>Reference No: Delivery of the project will help the council meet its statutory obligations to the individuals affected.</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title: 18/00021 - Deprivation of Liberty Safeguards (DOLS) Backlog Project</p> <p>The Decision needed: To commission a new service or new services to undertake non-priority DOLS assessments.</p> |
| <p>Section 2 – Who is taking the final decision and when</p> |
| <p>Who is taking the Decision Cabinet Member for Adult Social Care</p> <p>Date: Not before May 2018</p> <p>Reason if Key Decision Project will benefit older and vulnerable people.</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| <p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees</p> <p>The matter will be discussed at the Adult Social Care Cabinet Committee on 18 May 2018.</p> |
| <p>Section 4 – Responsible Officer – Who to contact for more information.</p> |
| <p>Your name, Your Service, Your phone number and email address: County Council has agreed £1.5m funding for the project. Externally commissioned services will be funded from a proportion of this money.</p> <p>Support documents</p> |

NOT BEFORE 23 APRIL 2018 BY CABINET MEMBER

Responsible Cabinet Member - Cabinet Member for Children, Young People and Education

Reference No: Any legal implications will be identified in the report to the Cabinet Member for Children, Young People and Education before he takes his decision to agree the proposal and determine the governing body's statutory public notice.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

18/00015 - Laleham Gap (Foundation Special) School alterations from September 2020

The Decision needed:

Proposal to make prescribed alterations to Laleham Gap (Foundation Special) School from September 2020. The School has a designated number of 170 and specialises in providing both day and residential education for pupils who have Autistic Spectrum Disorder (ASD) with Speech, Language and Communication Needs.

The proposal is being brought forward by the Governing Body of the school, with the support of KCC. The final decision will be taken by the Cabinet Member for Children, Young People and Education.

Proposed decision: To determine the statutory public notice published by the Governing Body on the following proposed changes:

- **To remove the boarding provision at the school no later than July 2020**
- **Change the age range of the school from 4-16 years to 4-17 years**
- **Change the designated number of the school from 170 to 178**

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Children, Young People and Education

Date:

Not before April 2018

Reason if Key Decision

An Equality Impact Assessment will be produced before the start of the consultation process and will be accessible on line via the following link:
www.kent.gov.uk/schoolconsultations.

Reason if this decision has been delayed/withdrawn from a previous

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| plan |
| Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors |
| <p>Consultees</p> <p>On 27 November 2017, the Commissioning Plan for Education Provision 2018-22 was endorsed by the Children’s, Young People and Education Cabinet Committee and agreed by Cabinet at their meeting in January 2018.</p> <p>Details of the proposal, the outcome of the Governing Body’s consultation and details of any responses to the Governing Body’s statutory public notice will be reported to Children’s, Young People and Education Cabinet Committee at their meeting on 10 July 2018.</p> <p>It is planned by the Governing Body that public consultation on the proposed changes will take place in February 2018.</p> |
| Section 4 – Responsible Officer – Who to contact for more information. |
| <p>Your name, Your Service, Your phone number and email address: Any costs to this project will be outlined in the report that will be considered by the Children, Young People and Education Cabinet Committee on 10 July 2018.</p> <p>Support documents</p> |

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| Responsible Cabinet Member - Cabinet Member for Community and Regulatory Services |
| Reference No: |
| Key Yes |
| Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved. |
| <p>Title: 18/0007 - Public Rights of Way Access Improvement Plan</p> <p>The Decision needed: This project aims to produce a new Countryside Access/Rights of Way Improvement Plan for Kent, for the period 2017 – 2027. Kent County Council has a legal duty to prepare and review a Public Rights of Way Improvement Plan (ROWIP) under Section 60 of the Countryside and Rights of Way Act 2000 and update the plan every 10 years. The plan must assess the extent to which the local rights of way meet the present and likely future needs to the public as well as the opportunities the PROW network can provide for exercise, open air recreation and the enjoyment of the area and the accessibility to blind or partially sighted persons and others with mobility problems. The plan must include a</p> |

statement of the actions proposed to manage the PROW and for securing an improved network. In accordance with the guidance set out by DEFRA the plan must explain how improvements made by the local authority to the public rights of way network will provide a better experience for walkers, cyclists, horse riders, horse and carriage drivers and people with mobility problems.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Community and Regulatory Services

Date:

Not before September 2018

Reason if Key Decision

An initial EQIA has been produced at the start of the review, this document is being updated throughout the review process and a final version of the EQIA will be submitted with the draft ROWIP document.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

Market Research

We have used market research to gather insight and information from our customers to understand their priorities and needs; to what extent PROW meet current demand and how they need to evolve to meet future requirements. Through the analysis of the information gathered common themes emerged, these themes were used to guide the PROW and Access Service's ROWIP and Management Plans.

The types of information gathered are as follows:

Online

The public who used Kent's PROW network were invited over a six week period to complete an online survey featured on KCC's consultation homepage, Visit Kent and the PROW report site. A total of 1,260 submissions were received.

Face to Face

Kent residents face to face survey interviews at home were completed over 8 weeks with a total of 624 residents were interviewed. The residents were separated into two groups those that had used the PROW network in the last 6 months and those that hadn't. An equal number of interviews were conducted in each of the 12 Districts of Kent, circa 50 in each. Within each District, residents were sampled across varying postcode sectors to ensure a good spread in terms of geography. A sample specification was set up in line with 2011 Census statistics for the Kent County Council boundary area, to ensure we interviewed a representative sample of residents in terms of gender and age. The results from this survey were used to further split the group into Kent resident users and Kent resident non-users groups of the PROW network.

Stakeholder Survey

The Stakeholder Survey was designed to gather more detailed information about how plan links to other organisation's plans and policies as well as these organisations views on

how the PROW network is currently used and how it needs to involve with an emphasis on provision for the partially sighted and access to woodland in line with DEFRA guidance for the plan. We also asked to provide details on the Service itself how our reporting system has been received and any improvements we need to make to provide a better more efficient Service.

The Stakeholder Survey was sent to Members via **The Information Point** email address and all Members were provided with information about the ROWIP and invited to complete the survey. In addition to all Members a database of stakeholders was compiled to include all Parish, District and Borough Councils, user groups, and interest groups.

Expert Stakeholder Surveys

Finally, in response to the results from the market research we have put together a further questionnaire which was sent to specific groups to help us define the ways our service can deliver the priorities identified by our customers and stakeholders from the market research. We approached all District and Borough Planning Departments in Kent, Large house building companies and Canterbury City Council' Development Advisory Panel (DAP) and Kent Association for the Blind.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

The plan will be forward looking by design; there will be no obligation to deliver projects identified through the review. Where projects are identified they will only be taken forward if the resource is available, where possible projects will be delivered through partnership working.

The PROW and Access Service will look for funding through the planning system, 106 Agreement and CIL funding and other funding available to deliver projects. The Service will target existing core funding to deliver statutory obligations; the delivery plan will improve efficiency to ensure we provide a better targeted, improved service.

Support documents

Responsible Cabinet Member - Cabinet Member for Corporate and Democratic Services

Reference No:

Risk Assessment / Survey Program

The rolling programme of risk assessments / survey programme, forms an integral part of the statutory compliance package and are commissioned with the budgets within Infrastructure.

Legal Implications:

This Policy meets all legislative requirements and forms part of the Authority's planned preventative maintenance and statutory maintenance regimes.

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| Equality Implications: Completed |
| Key Yes |
| Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved. |
| <p>Title: 18/00017 Policy and Practice for the Management of Hot and Cold Water Systems</p> <p>The Decision needed: To approve the adoption of the Policy and Code of Practice for the Management of Hot and Cold-Water Systems</p> |
| Section 2 – Who is taking the final decision and when |
| <p>Who is taking the Decision Cabinet Member for Corporate and Democratic Services</p> <p>Date: Not before April 2018</p> <p>Reason if Key Decision</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors |
| <p>Consultees</p> <p>This item will be discussed at the meeting of the Policy & Resources Cabinet Committee on 16 March 2018</p> |
| Section 4 – Responsible Officer – Who to contact for more information. |
| <p>Your name, Your Service, Your phone number and email address: 18/00017</p> <p>Support documents</p> |

Responsible Cabinet Member - Cabinet Member for Corporate and Democratic Services

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| Reference No: To be included in the plan where appropriate |
| Key Yes |
| Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved. |
| <p>Title: 18/00009 Property Asset Management Strategy 2018-2023</p> <p>The Decision needed: Kent County Council runs a portfolio with an asset value of c.£1.87 billion. In addition, KCC runs an ambitious capital programme where receipts from the disposal of surplus assets fund improvements to its remaining estate and service improvements.</p> <p>To ensure KCC extracts maximum financial, operational and social value from its estate it is imperative that it continuously aligns it to KCC’s outcomes contained within its various policies and objectives and looks to the future to determine a plan to follow and assess its success against.</p> <p>A Property Asset Management Strategy is an effective tool to drive an Estate’s efficient and effective management by setting out objectives and performance criteria. Property assets are a considerable cost to the delivery of services and to ensure value for money is being obtained by KCC, the Estate needs to deliver its function adequately and appropriately in accordance with the needs of the organisation.</p> <p>This Strategy will replace KCC’s current Asset Management Strategy 2012 – 2017. An Equalities Impact Assessment has been undertaken for this Strategic document. The Plan will contain financial considerations and legal implications where appropriate.</p> |
| Section 2 – Who is taking the final decision and when |
| <p>Who is taking the Decision Cabinet Member for Corporate and Democratic Services</p> <p>Date: Not before May 2018</p> <p>Reason if Key Decision An equalities impact assessment has been undertaken for this strategic document</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors |
| Consultees |

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| The matter will be discussed by the Policy and Resources Cabinet Committee at its meeting on 16 March 2018 |
| Section 4 – Responsible Officer – Who to contact for more information. |
| Your name, Your Service, Your phone number and email address: To be included in the plan where appropriate |
| Support documents |

NOT BEFORE MAY BY CABINET MEMBER

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| Responsible Cabinet Member - Cabinet Member for Community and Regulatory Services |
| Reference No: None |
| Key Yes |
| Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved. |
| Title: 18/00010 - Revisions to the opening hours of the Archive search room at Kent History and Library Centre |
| The Decision needed: Libraries, Registration and Archives (LRA) reviews its services regularly to ensure that the service is meeting customer need and demand so that LRA resources are focussed where most needed. In keeping with this approach LRA has reviewed the opening hours of the Archive search room at Kent History and Library Centre, Maidstone. |
| Evidence and data around customer use of the Archive search room has been examined, as well as professional judgement, to develop this proposal. |
| Section 2 – Who is taking the final decision and when |
| Who is taking the Decision Cabinet Member for Community and Regulatory Services |
| Date: Not before May 2018 |
| Reason if Key Decision An initial Equalities Impact Assessment has been drafted and this will included |

as part of the consultation material for people to comment on. The initial findings indicate that with the range of proposed opening hours, any adverse impact can be mitigated.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

Cabinet Committee consultation on the proposal took place on the 1st February 2018.

The final proposals will be considered by the Growth, Economic Development and Communities Cabinet Committee on 9 May 2018.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

The proposal would potentially deliver £10K savings towards LRA's Medium Term Financial Plan targets for 2018/19. This will be achieved by a reduction in staffing for which the Service is already holding vacancies.

Support documents

I1800010 - PROD - Changes to the Opening Hours of the Archive Search Room

1800010 - Report - Proposed Changes to the Opening Hours of the Archive Search Room

1800010 - Archive Search Room Consultation_Consultation Report

1800010 - EQIA

NOT BEFORE APRIL BY CABINET MEMBER

Responsible Cabinet Member - Leader and Cabinet Member for Traded Services and Health Reform

Reference No: Establishment of group company board and support staff. Potential contractual, employment and data protection issues arising from the implementation programme.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

18/00008 Review of KCC Company Ownership and Governance: Creation of Holding Structure

The Decision needed:

- a) To approve a review of the governance structure for the KCC group of companies and to implement a holding group structure
- b) To enter into such contractual and legal arrangements as are necessary; and
- c) To delegate authority to the Monitoring Officer with the agreement of the Head of Paid Service and the Corporate Director of Finance to agree the final details of a) and b) in consultation with the Leader of the Council or the Cabinet Lead for Traded Services, including the authority to create additional entities and make appointments to them if necessary as part of the review

The group structure will facilitate improved inter-company productiveness, opportunities for economies of scale and provide a re-aligned corporate governance framework for co-ordinated external growth. The combined benefits will increase the income returned to the Council to support Strategic Business Plan Priorities.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Leader and Cabinet Member for Traded Services and Health Reform

Date:

Not before April 2018

Reason if Key Decision

None

Reason if this decision has been delayed/withdrawn from a previous plan

To receive an update on the governance, management and development of the proposed holding company for KCC's wholly-owned trading vehicles

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

Updates were provided to the Policy and Resources Cabinet Committee on 15 September 2017 and 5 December 2017 at the Cabinet Committee noted and endorsed the proposals

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

Investment required to: set up the holding group structure; implement the outcomes of the review; and re-define/re-commission contractual

arrangements with the group and the Council. The initial investment will be funded by the Council, but will be factored into the longer term financial return plan to the Council

Support documents

NOT BEFORE MARCH BY CABINET MEMBER

NOT BEFORE FEBRUARY BY CABINET MEMBER

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| <p>Responsible Cabinet Member - Cabinet Member for Community and Regulatory Services</p> <p>Reference No: Kent County Council (KCC) does not have a legal duty to provide sites in Kent for the Gypsy and Traveller community. This is a statutory duty placed upon the district and borough councils to discharge as part of their local plans. All local councils are required to produce an up-to-date Local Plan for their area, to guide the spatial development of the borough.</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title: 17/00135 - Pitch Allocation Policy for Gypsy and Traveller Service Change</p> <p>The Decision needed: To revise and update Kent County Council’s (KCC) Gypsy and Traveller Service Allocations Policy and to the introduction of a service charge which will be subject to an annual increase in line with the Retail Price Index (RPI) for all plots on KCC managed sites, which will be used to maintain and support reasonable living standards for site residents.</p> |
| <p>Section 2 – Who is taking the final decision and when</p> |
| <p>Who is taking the Decision Cabinet Member for Community and Regulatory Services</p> <p>Date: Not before July 2018</p> <p>Reason if Key Decision EQIA’s have been completed to ensure these implications have been factored</p> |

in and mitigated against where appropriate.
Ensure that the council's policies on Equality and Human Rights and customer care are met and promote the health and safety in quiet enjoyment of pitches by all its site residents and ensure that the operation of the allocation policy assists in meeting that outcome.
Acknowledge that the gypsy and traveller communities belong to recognised ethnic groups and are protected groups under the Equality Act 2010.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

Yes this has gone out to consultation and the closing date is: 20th December 2017.

We consulted:-

1. All of our site residents households across all affected sites
2. All affected district and borough councils specifically the Housing Benefit Departments x 6
3. Friends Families and Travellers (G&T Advocate Group)
4. KCC online consultation for all interested parties

This will go to the Environment and Transport Cabinet Committee on 31st January 2018

All Divisions are affected.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

In summary, not implementing the service charge would lead to either the deterioration or closure of existing sites. So despite considering alternative approaches, it was clear that charging a service charge would be the best approach to protect the service and continue to deliver for residents and KCC has endeavoured to keep this charge well below rental market costs.

Support documents

NOT BEFORE JANUARY BY CABINET MEMBER

Responsible Cabinet Member - Deputy Leader and Cabinet Member for Strategic Commissioning and Public Health

Reference No: Provision of this service is a statutory responsibility. The market was tested to establish levels of interest.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

17/00125 - Healthwatch Kent interim contract

The Decision needed:

Proposed decision: To agree:-

- a) the implementation of an interim contract for the provision of a Local Healthwatch for Kent for the period April 1st 2018 to March 31st 2020, with sufficient break clauses to end earlier where appropriate; and
- b) To incorporate the Service User Forum and Mental health Action Groups into the Healthwatch Kent contract

How the decision relates to Corporate Objectives

- Commissioning Framework Principle 7: Customers at the heart of our commissioning approach
- KCC's commissioning of a Healthwatch for Kent is required by duties under the Health and Social Care Act 2012, which built upon the Local Government and Public Involvement in Health Act 2007

The matter is referred to in the Business Plan/Medium Term Capital Programme.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Deputy Leader and Cabinet Member for Strategic Commissioning and Public Health

Date:

Not before January 2018

Reason if Key Decision

No equalities implications – whole Kent provision.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

The proposed incorporation of the Service User Forum and Mental health Action Groups into the Healthwatch Kent contract was discussed by the Adult Social Care Cabinet Committee on 23 November 2017.

The interim contract will be discussed by the Health Reform and Public Health Cabinet Committee on 24 January 2018.

Section 4 – Responsible Officer – Who to contact for more information.**Your name, Your Service, Your phone number and email address:**

The value of the proposed interim contract is up to £1.46M (£730k pa) for the period 1 April 2018 to 31 March 2020.

Support documents

NOT BEFORE DECEMBER BY CABINET MEMBER

Responsible Cabinet Member - Cabinet Member for Children, Young People and Education

Reference No: None

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.**Title:**

17/00109 - Changes to the KCC local funding formula for schools (NFF)

The Decision needed:

To approve changes to the Kent County Council local funding formula for schools that is used to calculate school budgets from 1 April 2018.

In response to the Government confirming on 14 September 2017 the introduction of a soft National Funding Formula from 1 April 2018, Kent County Council is set to receive an additional £28m in 2018-19, and a further £22m in 2019-20. The Council will continue to operate a local funding formula for Kent maintained schools (and this formula is also used by the Education and Skills Funding Agency for calculating Kent academy budgets) during this two year period and legislation dictates that any changes to that formula is subject to an all school consultation.

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| Section 2 – Who is taking the final decision and when |
| <p>Who is taking the Decision Cabinet Member for Children, Young People and Education</p> <p>Date: Not before December 2017</p> <p>Reason if Key Decision An equalities impact assessment will be completed and this will accompany the consultation documentation.</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors |
| <p>Consultees</p> <p>A consultation with all Kent schools and academies will be undertaken.</p> <p>The proposed decision will be considered by the CYPE Cabinet Committee on 22 November 2017.</p> <p>A members briefing will be held on 15 November 2017.</p> |
| Section 4 – Responsible Officer – Who to contact for more information. |
| <p>Your name, Your Service, Your phone number and email address: The costs of the new funding formula will be fully met from the Dedicated Schools Grant and will not be a cost to Council funding.</p> <p>Support documents</p> |

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| <p>Responsible Cabinet Member - Cabinet Member for Community and Regulatory Services</p> <p>Reference No: KCC Legal has been consulted, and a Basic Implementation Agreement (BIA) will provide the initial basis for the contract between Kent County Council and Network Rail for the Grip stage 3 enabling works. These works MUST be completed between November 2017 and February 2018 in order to avoid the bird nesting season; the project would otherwise have a year's delay with a high risk of its delivery missing The Open event in July 2020. The cost of these works is estimated at c. £100k (including contingency and fees), so would be entirely funded by Kent County Council's capital</p> |
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| contribution towards the project |
| Key No |
| Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved. |
| <p>Title: 17/00114 - Sandwich Open Golf: Capital Infrastructure Works - Sandwich Railway Station</p> <p>The Decision needed: The Open is a prestigious sporting event that independent research demonstrates brings significant economic benefits to the area in which the event is held, due to the global profile it provides for the area and the resulting interest from international business and spectators.</p> <p>The last time Kent hosted The Open in 2011, it generated a £77m benefit to the Kent economy, of which £24.14m was direct additional spend. The event is forecast to grow from 180,000 spectators in 2011 to at least 200,000 spectators in 2020, and will be able to accommodate an even higher number of visitors in future years beyond 2020 owing to the layout of the course. That economic impact is therefore forecast to grow. In 2020, the economic impact is forecast to be in excess of £85m, of which at least £26.8m is forecast to be direct additional spend.</p> <p>The Open primarily meets two of the strategic outcomes described in Increasing Opportunities, Improving Outcomes; 'All Kent's communities benefit from economic growth and lower levels of deprivation'; and 'Kent residents enjoy a good quality of life, and more people benefit from greater social, cultural and sporting opportunities'.</p> <p>Permanent infrastructure at Sandwich Railway Station has been identified as providing best value for money. KCC is contributing £250,000 towards that cost, and underwriting the £1.025m contribution of SELEP between and subject to PAG on 02/11/17 and SE LEP Accountability Board on 17/11/17.</p> |
| Section 2 – Who is taking the final decision and when |
| <p>Who is taking the Decision Cabinet Member for Community and Regulatory Services</p> <p>Date: Not before December 2017</p> <p>Reason if Key Decision An Equality Impact Assessment will be carried out on both the Sandwich Railway Station Infrastructure programme and KCC's wider work around The 2020 Open at such time Network Rail is contracted to implement the infrastructure project. Network Rail will not be instructed by KCC to undertake the infrastructure works until such time final costs of the project</p> |

are known and legally apportioned.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

The proposal was discussed by Members of the Growth, Economic Development and Communities Cabinet Committee at their meeting on 22 March. Members resolved that:

- (a) The announcement by the Royal and Ancient Golf Club to host The Open 2020 at Royal St Georges be welcomed; and
- (b) The work underway to deliver the associated transport improvements at Sandwich Station be noted.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

Permanent infrastructure at Sandwich Railway Station has been identified as providing best value for money. KCC is contributing £250,000 towards that cost, and underwriting the £1.025m contribution of SELEP between and subject to PAG on 02/11/17 and SE LEP Accountability Board on 17/11/17.

The £250,000 contribution is subject to approval in the Council's February 2018 budget.

Support documents

1700114 Open Golf PROD
GEDCC - Open Report 22 03 17 final

NOT BEFORE NOVEMBER BY CABINET MEMBER

Responsible Cabinet Member - Cabinet Member for Children, Young People and Education

Reference No: Any legal implications will be identified in the report to the Cabinet Member for Children, Young People and Education before he takes his decision to agree the capital expenditure required to provide the school with additional accommodation.

Key Yes

Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.

Title:
17/00100 - A permanent 2FE expansion of Ursuline College from September 2019

The Decision needed:
The proposal to enlarge Ursuline College by two forms of entry will help to secure our ambition “to ensure that Kent’s young people have access to the education, work and skills opportunities necessary to support Kent business to grow and be increasingly competitive in the national and international economy” as set out in ‘Increasing Opportunities, Improving Outcomes: Kent County Council’s Strategic Statement (2015-2020)’.

The Commissioning Plan for Education Provision in Kent 2017-2020 sets out how we will carry out our responsibility for ensuring there are sufficient places of high quality, in the right places, for all learners and this proposal supports that aim to provide sufficient places where they are needed.

Section 2 – Who is taking the final decision and when

Who is taking the Decision
Cabinet Member for Children, Young People and Education

Date:
Not before November 2017

Reason if Key Decision
An Equality Impact Assessment will be produced before the start of the consultation process and will be accessible on line via the following link:
www.kent.gov.uk/schoolconsultations.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

- 23 November 2016 - the Commissioning Plan for Education Provision 2017-21 was endorsed by the Cabinet Committee prior to the final version being considered and approved by Cabinet on 23 January 2017.
- 8 July 2015 – A report on the Future Provision of Secondary Education in Kent – Cabinet Committee noted the actions required to increase Secondary school capacity to meet the demands of a growing Secondary school population.

It is planned that the Academy will hold a four week consultation on the proposed enlargement starting in autumn 2017. The Academy will seek approval from the Secretary of State for the proposed enlargement. If agreed, the Academy will consult on permanently increasing their published admission number from 120 to

180.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

The costs to this project will be outlined in the report that will be considered by the Children, Young People and Education Cabinet Committee.

Support documents

NOT BEFORE OCTOBER BY CABINET MEMBER

Responsible Cabinet Member - Cabinet Member for Adult Social Care

Reference No: The new service will be procured through a fully competitive tender process.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

17/00078 - Physical Disability Wellbeing Core Offer

The Decision needed:

To tender for a new contract to deliver an information, advice and peer support service for people with a physical disability.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Adult Social Care

Date:

Not before October 2017

Reason if Key Decision

An Equality Impact Assessment has been completed and has been reviewed and updated throughout the consultation and co-production process. The Equality Impact Assessment has highlighted risks around people with disabilities other than physical and those under the age of 16, who won't be able to access the new service. Respondents to the consultation also raised concerns that this service would not be available to all disabilities. In light of the findings from the Equality Impact Assessment and the consultation we have adapted the scope of the offer and will ensure that the helpline and website is accessible to all. The successful provider will

then need to devise a system to identify and signpost to appropriate services.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

The proposed decision was discussed and endorsed by the Adult Social Care Cabinet Committee on 29 September 2017. The minute of that discussion will be included in the decision paperwork which the Cabinet Member will be asked to sign.

Public Consultation was undertaken between 17 July 2017 and 4 September 2017.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

The current spend on Physical Disability grants is £181,053. The plan is to reinvest this whole amount into the new service. This equates to £905,265 over the life of the contract which will be five years, if the two year extension clause is used.

Support documents

1700078 - PROD
1700078 - report
1700078 - report App 1
1700078 - report App 2
1700078 - report App 3

Responsible Cabinet Member - Cabinet Member for Corporate and Democratic Services

Reference No: None

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

17/00094 - Disposal of Land East of Great Chart Primary School, Singleton

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| <p>The Decision needed: Approval to the Director of Infrastructure to progress with and enter into the necessary documentation to complete the disposal of the aforementioned property in consultation with the Cabinet Member for Corporate and Democratic Services. The Decision will seek legal agreements to be actioned to complete the sale of the relevant properties.</p> |
| <p>Section 2 – Who is taking the final decision and when</p> |
| <p>Who is taking the Decision Cabinet Member for Corporate and Democratic Services</p> <p>Date: Not before October 2017</p> <p>Reason if Key Decision None</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan Securing a capital receipt to fund the capital programme and to streamline the Council's property portfolio to achieve financial and efficiency benefits in line with appropriate policy</p> |
| <p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees Property decisions to be discussed at the Property Sub Committee.</p> |
| <p>Section 4 – Responsible Officer – Who to contact for more information.</p> |
| <p>Your name, Your Service, Your phone number and email address: Property holding costs will cease upon sale.</p> <p>Support documents</p> |

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| <p>Responsible Cabinet Member -</p> <p>Reference No: Provision of such disposal services is a legal obligation under the Environmental Protection Act 1990 and other such legislation.</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title:</p> |

17/00083 - Paper and Card Recycling from Waste Kent Household Waste Recycling Centres

The Decision needed:

KCC Waste Management is the statutory waste disposal authority for Kent and has an obligation in law to provide for the disposal of municipal waste. KCC is re-procuring the contract to obtain the best outcome for Kent residents by acquiring the greatest return for processing the paper and card material from six Household Waste Recycling Centres in West Kent.

The contract supports KCC's Strategic Statement in the following ways:

- A whole life cost evaluation approach will ensure that value for money is attained;
- Local businesses will have an opportunity to bid for the contract; and
- The contract will be environmentally beneficial as the paper and card is 100% recyclable therefore avoiding waste to landfill.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Date:

Reason if Key Decision

An EQIA has been carried out and no equalities implications have been identified.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

A Market Engagement exercise will be undertaken as part of the procurement process – no customer engagement is required as this is a non-customer facing service.

This has been discussed at the Environment and Transport Cabinet Committee on 21 September 2017.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

This is an income based contract. As the market value of this material fluctuates, the service will undertake an e-auction, to secure the best tender

rates.

Support documents

Responsible Cabinet Member - Cabinet Member for Planning, Highways, Transport and Waste

Reference No: None.

Key No

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

17/00086 - A20 Harrietsham Traffic Management Scheme

The Decision needed:

Harrietsham is identified in the emerging Maidstone Borough Local Plan as a rural service centre suitable for new housing development. The majority of the existing settlement is located to the north of the A20 corridor, whereas all 3 of the new housing development sites are to the south of the A20. During 2014/15 JMP Transport Consultants, working under a commission to Maidstone Borough Council, produced an outline design and costing for a scheme to narrow the A20 carriageway, create new footways and pedestrian crossing points and lower the speed limit from 40mph to 30mph with new gateway features at each end of the village. The construction costs were estimated by JMP at £1,105,189. The key aim of the scheme is to reduce the severance effect of the A20 and improve permeability between the new development sites and the existing housing and village centre. MBC has granted planning permissions to the housing sites on the basis that each makes proportionate S106 contributions to the Council. Payments will then be passed to Kent County Council to implement the scheme. To keep disruption to a minimum, the intention is that the scheme would be implemented in its entirety once all of the contributions have been received, rather than as a phased construction. MBC have now received a payment of £403k from the first site to reach its trigger point and a further payment is now due. Consequently KCC now has the necessary funding in place to begin to progress the scheme through design.

The scheme has been the subject of a resident petition that was submitted at the 12th July 2017 meeting of the Maidstone Joint Transportation Board, which urges the authorities to ensure that elements of the scheme are in place prior to developments being occupied.

This key decision seeks approval to review the outline design, including updated costs, and to commence detailed design work with a view to construction once the final contributions have been received. It is envisaged that public engagement on the scheme layout will be carried out during 2017/18, a report will be presented to Maidstone JTB to advise on feedback and potential amendments including any related mitigation measures.

The scheme meets KCC policy objectives of supporting existing businesses and encouraging economic activity with housing growth and job creation by reducing congestion and improving infrastructure and accessibility.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Planning, Highways, Transport and Waste

Date:

Not before October 2017

Reason if Key Decision

None. Detailed scheme design will consider equalities aspects.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

Initial consultation was undertaken by MBC/ JMP as part of the outline design. Further liaison and engagement with residents and the business community will be undertaken as required and at appropriate stages of the scheme development.

The decision will be discussed at the Environment and Transport Cabinet Committee on 21 September 2017.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

None. The cost of the scheme (design and implementation) will be funded from S106 contributions from housing developments in Harrietsham.

Support documents

Responsible Cabinet Member - Cabinet Member for Planning, Highways, Transport and Waste

Reference No: None

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

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| <p>Title: 17/00084 - (Phase 2) A274 Sutton Road, Maidstone at its junction with Willington Street</p> <p>The Decision needed: The Willington Street Junction Improvement Scheme is to help reduce congestion on the Sutton Road corridor on the A274 strategic route. Public engagement on the revised scheme layout will be carried out during August 2017, a report will be presented to advise the feedback and potential amendments including any related mitigation measures.</p> <p>The scheme supports policy objectives of supporting existing businesses and encouraging economic activity with housing growth and job creation by reducing congestion and improving infrastructure and accessibility.</p> |
| <p>Section 2 – Who is taking the final decision and when</p> |
| <p>Who is taking the Decision Cabinet Member for Planning, Highways, Transport and Waste</p> <p>Date: Not before October 2017</p> <p>Reason if Key Decision None - detailed scheme design will consider equalities aspects</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| <p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees</p> <p>On-going liaison and engagement with residents and business community as required and at appropriate stages of the scheme development.</p> <p>The decision will be discussed at the Environment and Transport Cabinet Committee on 21st September 2017.</p> |
| <p>Section 4 – Responsible Officer – Who to contact for more information.</p> |
| <p>Your name, Your Service, Your phone number and email address: The estimate cost is £3m and will covered under existing budget allocations from the Local Growth Fund and Section 106 Developer Contributions.</p> <p>Support documents</p> |

NOT BEFORE SEPTEMBER BY CABINET MEMBER

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| <p>Responsible Cabinet Member - Cabinet Member for Corporate and Democratic Services</p> <p>Reference No: KCC will be entering into leases with the medical provider and football pavilion. These leases will be long term.</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title: 17/00069 - Southborough Hub (disposal of residential land)</p> <p>The Decision needed: Approval for Kent County Council to dispose of the residential land to enable the construction of the Southborough hub that will comprise a library, medical centre, theatre, town council offices, café and football pavilion. The capital receipt from the sale of the residential land will enable this to be developed.</p> <p>This proposed decision is the latest in a series of decisions about the Southborough Hub project. Earlier related decisions are:</p> <p>15/00024 (property implications) – this was taken by the Cabinet Member for Corporate and Democratic Services on 21 April 2015.</p> <p>15/00041 (inclusion of library in the project) – this was taken by the Cabinet Member for Community Services on 21 April 2015</p> |
| <p>Section 2 – Who is taking the final decision and when</p> |
| <p>Who is taking the Decision Cabinet Member for Corporate and Democratic Services</p> <p>Date: Not before September 2017</p> <p>Reason if Key Decision None</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| <p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees</p> |

Consultation for the Southborough Hub Development was carried out in 2016 which included an 8 week public consultation period with local exhibitions and this was available on the KCC consultation website.

A decision was made at Cabinet in April 2015 to progress with the Southborough Hub, this will be discussed further at the Property sub-committee.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

The rents on the Medical Centre and Football Pavilion have yet to be determined. The sale of the land will enable the Southborough Hub to proceed.

Support documents

Responsible Cabinet Member - Cabinet Member for Corporate and Democratic Services

Reference No: KCC will be a tenant of the property and will be responsible for the internal repairs of the building under the lease. KCC will have an option to break the lease if this service is no longer required at 10th, 15th and 20th year of the lease. A funding agreement and associated legal documentation will be put in place to facilitate this.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

17/00071 - Funding of the new school development, Sale of land for residential development and relocation of children's centre to Stanhope Sports Hall, Ashford, TN23 3HG

The Decision needed:

Approval for KCC to entering into a funding agreement for a new primary school on the agreement to surrender its lease. KCC will also enter into a full repairing and insuring lease on part of Stanhope Sports Halls at a peppercorn rent with John Wallis Church of England Academy or an alternative acceptable alternative to enable the re-location of the children's centre at the Ray Allen Centre. Funding has been set aside to provide for the relocation of the children centre. The surplus land will be disposed of to fund this project.

This decision is part 2 of 17/00076. Please see this number for details of the decision process and supporting paperwork.

Section 2 – Who is taking the final decision and when

Who is taking the Decision
Cabinet Member for Corporate and Democratic Services

Date:
Not before September 2017

Reason if Key Decision
None.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

Views will be sought from the property sub-committee and considered when the decision is taken.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:
The rent proposed is a peppercorn. The Sports Hall will need to be refurbished by KCC to provide the accommodation for the children’s centre. A funding agreement will be entered into by the Academy and KCC to enable the construction of the school and the release of surplus land.

Support documents

NOT BEFORE JULY BY CABINET MEMBER

Responsible Cabinet Member - Cabinet Member for Adult Social Care

Reference No: TUPE may apply and legal advice will be sought as appropriate.

Key Yes

Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.

Title:

17/00062 - Older People and People Living with Dementia Wellbeing Core Offer

The Decision needed:

Proposed decision: To tender for a new contract to deliver community based services for Older People and People Living with Dementia.

How the decision relates to Corporate Objectives:

This proposed new contract directly relates to the Council's Strategic Outcome regarding older people and vulnerable residents are safe and supported with choices to live independently and underpins the Promoting Wellbeing element of the Council's Your Life Your Wellbeing strategy. The new contract will deliver a range of services and support that are asset based, promote wellbeing, increase resilience and prevent or delay people entering into formal health and social care systems. It will provide information and advice, help people find the support they require and connect people to their communities.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Adult Social Care

Date:

Not before July 2017

Reason if Key Decision

An Equality Impact Assessment has identified a high impact on older people. Adverse impacts which include the ending of current funded services will be balanced by a positive impact of re-investing in universal services through a contract that will have a single point of contact and delivery network.

Reason if this decision has been delayed/withdrawn from a previous plan

This proposed decision will be discussed at the Adult Social Cabinet Committee on 20 July 2017 and the outcome of that meeting included in the decision paperwork which the Cabinet Member will be asked to sign.

Other consultation planned or undertaken:

Public Consultation is being undertaken between 9 June and 21 July 2017.

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

The contract is expected to have an annual value of £4,998,688. This funding is currently invested in annual grants to voluntary sector providers. These will be ended in order for the contract to be put in place. However, it is possible that investment from public health and Clinical Commissioning Groups may increase its value. We may also seek to increase the value of the contract over its lifetime, by adding additional related services to the contract specification.

Support documents

Responsible Cabinet Member - Cabinet Member for Planning, Highways, Transport and Waste

Reference No: These implications will be described in the report to the Cabinet Committee. The award of any contracts will be in full compliance with all relevant procurement regulations.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:
17/00048 - Technical & Environmental Services Contract

The Decision needed:

The Technical & Environment Services Contract will provide the Director of Highways Transportation & Waste delegated authority to enter into appropriate contractual arrangements for the provision of professional, technical and environmental services.

Kent County Council holds a contract with Amey for the provision of professional, technical and environmental services (TESC) which is due to expire on the 31st March 2018. A report will be presented to the Environment and Transport Cabinet Committee to present the options available for the provision of these services beyond that date.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Planning, Highways, Transport and Waste

Date:

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| <p>Not before July 2017</p> <p>Reason if Key Decision A draft EqIA for has been completed and will be summarised in the report to the Cabinet Committee.</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| <p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees</p> <p>The proposed decision was considered by the Environment and Transport Cabinet Committee on 15 June 2017 and was endorsed.</p> |
| <p>Section 4 – Responsible Officer – Who to contact for more information.</p> |
| <p>Your name, Your Service, Your phone number and email address: These implications will be described in the report to the Cabinet Committee. The budgets affected are within revenue allocations for transportation studies and capital allocations for major and minor schemes.</p> <p>Support documents</p> |

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| <p>Responsible Cabinet Member - Cabinet Member for Planning, Highways, Transport and Waste</p> <p>Reference No: None</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title: 17/00050 - Westwood Relief Strategy - Tesco Link Road, Thanet</p> <p>The Decision needed: A proposal to approve the scheme plan and to take the highway improvement through the next stages of development and delivery including authority to progress statutory orders, enter into legal and funding agreements, acquire land and award a construction contract.</p> |
| <p>Section 2 – Who is taking the final decision and when</p> |

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| <p>Who is taking the Decision Cabinet Member for Planning, Highways, Transport and Waste</p> <p>Date: Not before July 2017</p> <p>Reason if Key Decision The Detailed Scheme Design will consider equality aspects.</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| <p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees</p> <p>The Tesco Extra store has been consulted throughout the outline design process. There is on-going liaison with residents and business community as required and at appropriate stages of the scheme development.</p> |
| <p>Section 4 – Responsible Officer – Who to contact for more information.</p> |
| <p>Your name, Your Service, Your phone number and email address: The Financial implications are covered under existing budget allocations from the National Productivity Investment Fund.</p> <p>Support documents</p> |

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| <p>Responsible Cabinet Member - Cabinet Member for Planning, Highways, Transport and Waste</p> <p>Reference No: Legal agreements will be drafted by Invicta Law.</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title: 17/00060 - Dunbrik Lease Extension</p> <p>The Decision needed: Proposed decision is to replace an existing lease agreement to allow Waste Management extended occupation by continuing to operate a Waste Transfer Station and Household Waste Recycling Centre in</p> |

Sevenoaks. This new arrangement will remove existing lease break clauses and extend the current term from 2026 to 2030. Further negotiated terms have concluded whereby existing lease charges over the initial term will be reduced by £1.6m, these will continue for the duration of the lease creating further value of £800k. Additional operational space has also been secured.

This proposed decision enables the retention of existing essential environmental services which are for the wellbeing and benefit to the residents of Sevenoaks District.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Planning, Highways, Transport and Waste

Date:

Not before July 2017

Reason if Key Decision

There are no equalities implications as this is a business to business arrangement.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

No public consultation was needed as this is an extension to an existing contract to KCC's benefit.

The proposed decision was considered and endorsed by the Environment and Transport Cabinet Committee on 15 June 2017.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

Savings against the current leasing arrangements of £1.6m over the existing term and extend to £2.4m when considering the extended period.

Support documents

Responsible Cabinet Member - Leader and Cabinet Member for Traded

Services and Health Reform

Reference No: The 'District Deal' is not a legally binding document – it is a statement of political intent to tackle a range of project delivery challenges and to improve the ways the two Councils operate together.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

17/00063 - Ashford District Deal Refresh

The Decision needed:

The Borough Council and the County Council enjoy good relations at a political and operational level and have achieved much working together on a wide variety of projects in recent years. However, both are complex organisations, each with its own procedures and priorities and inevitably operational issues crop up which could be tackled better and faster.

The District Deal signed in 2015 is not a legally binding agreement but a short, clear statement of the Councils' shared commitment to work together in key areas.

The Deal has two main parts:

- A commitment to focus the combined efforts of both councils on delivering key strategic projects;
- An agreement to improve the way the Council's work together to make sure that we deliver the best quality outcomes possible for residents and businesses

The original Deal focused on the "Big 8" projects in Ashford, a series of regeneration projects across the district in which the two Councils are working together to deliver more effectively, as well as new ways of working across a range of agendas.

This focus has helped to deliver several projects where both Councils share an interest – achieving the funding needed for both the Ashford station signalling and for M20 junction 10a; and signing the legal agreements to bring forward development at Chilmington Green are all prime examples.

In addition to these projects, there were several examples of improved operational working. There are other areas where lessons have been learned and are being applied to improve working. In some areas of both Councils the District Deal is not fully understood and hence does not always attract the priority it deserves.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

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| <p>Leader and Cabinet Member for Traded Services and Health Reform</p> <p>Date: Not before July 2017</p> <p>Reason if Key Decision There are no equalities impacts arising from the proposed decision.</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| <p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees</p> <p>KCC's Corporate Management Team and Ashford Borough Council have been consulted in the development of the proposed Deal. The Environment and Transport Cabinet Committee and Growth Economic Development and Communities Cabinet Committee will be asked to endorse or make recommendations to the Leader in making the decision. The local KCC members will also be consulted.</p> |
| <p>Section 4 – Responsible Officer – Who to contact for more information.</p> |
| <p>Your name, Your Service, Your phone number and email address: The 'District Deal' in itself does not require additional financial resource; for the most part it is about changing how both authorities deploy existing resource. There are no financial implications beyond each authorities' existing budgets.</p> <p>Support documents ADD - PRoD Item 18 Report - Ashford-KCC District Deal Refresh - ETCC - 15.06.17 - FINAL REV App A - Refreshing the District Deal An Annual Report_KC FINAL (2)</p> |

NOT BEFORE JULY 2017 BY COUNTY COUNCIL

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| <p>Responsible Cabinet Member - County Council</p> <p>Reference No: 14/00020</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</p> |

Title:
Local Transport Plan 4 (now incorporating Growth Without Gridlock refresh)

The Decision needed:

PROPOSED DECISION: To approve the LTP4 including Growth without Gridlock.

Latest Update:

The LTP4 (inc. Growth Without Gridlock) consultation has received a high number of responses. In order to properly analyse and report on findings the due date for decision has been moved to 13 July 2017.

19/05/2014 - Decision due date changed from 10/02/2014 to 17/09/2014.

REASON: The strategic position relating to Highways and Transportation projects was set out as part of the LEP Strategic Economic Plan submitted via KMEP and the LEP to the Secretary of State at the end of March 2014, you can view the decision to submit and the document submitted here, <https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=577>

Central Government is expected to announce a funding allocation in July 2014. Based on these allocations the final selection and prioritisation of projects for inclusion in Growth without Gridlock will take place and the strategy as completed can be adopted by decision of the Cabinet Member.

The decision date has been updated to 'not before' 17 September 2014 in order that the draft strategy can be considered by the relevant Cabinet Committee before any decision is taken.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

County Council

Date:

July 2017

Reason if Key Decision

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

An earlier version was discussed at January 2013 Cabinet Committee with only minor comments received.
The final draft was considered by the Cabinet Committee on 21 January 2014.
All Members and Electoral Divisions are affected by this proposed decision.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

Katie Pettitt,
03000 413759
katie.pettitt@kent.gov.uk
Roger Wilkin
Director of Highways Transportation and Waste
03000413479
roger@kent.gov.uk

Support documents

NOT BEFORE JUNE BY CABINET MEMBER

Responsible Cabinet Member - Leader and Cabinet Member for Traded Services and Health Reform

Reference No: 16/00120

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:
16/00120 Sub National Transport Board for the South-East

The Decision needed:

KCC Membership of a shadow Sub- National Transport Body for the South East known as Transport for the South East (TfSE)

The Cities and Local Government Devolution Act makes provision for the establishment and constitution of Sub-National Transport Bodies (SNTBs) for any area in England (outside of Greater London. An SNTB can prepare a Transport Strategy for an area which would set out proposals for the promotion and encouragement of safe, sustainable, integrated,

efficient and economic strategic transport facilities and services to and from the area of the SNTB.

The South East Seven (SE7) Councils (Kent, East Sussex, West Sussex, Hampshire and Surrey County Councils, and Brighton & Hove City Council and Medway Council) and the Local Enterprise Partnerships (LEPs) that represent the area have discussed the establishment of an SNTB for the South East, to be called Transport for the South East (TfSE). A TfSE on this geographic scale would fulfil the DfT's minimum geographic size requirements. Discussions will shortly commence with Portsmouth, Southampton and the Isle of Wight and the Solent LEP about joining TfSE.

The proposed TfSE would enable authorities to influence national and regional infrastructure providers, helping to secure the infrastructure required to support continuing economic growth. A TfSE would see Government, South East Transport Authorities and/or Combined Authorities and LEPs working together with Highways England, Network Rail and port, airport and bus operators. TfSE would require strategic transport providers to take account of its priorities.

TfSE would provide a mechanism for the area to speak with a strong, common voice on transport infrastructure and provide a single platform for strategic transport and infrastructure issues, giving partners greater, and potentially direct, influence over decisions that are currently made elsewhere. Its key outcome will be the development of a single, strategic transport infrastructure framework which would align the investment programmes from key agencies, such as Highways England, Network Rail and the LEPs.

Options

- Do nothing and not engage in the development of the SNTB for the Southeast.
- Set up the SNTB for Kent and Medway, but this would not be supported by DfT
- Engage in the development of the Shadow SNTB Board and Transport Strategy for the Southeast

How the proposed decision meets the objectives of 'Increasing Opportunities, Improving Outcomes: Kent County Council's Strategic Statement (2015-2020)'

The cornerstone of TfSE is the Transport Strategy. It will build upon existing Local Transport Plans, including Kent's *Local Transport Plan 4: Delivering Growth without Gridlock*, currently out to consultation, and evidence already in place amongst the constituent Authorities, including the LEP's Strategic Economic Plans and growth and infrastructure frameworks/studies being undertaken by a number of upper-tier Authorities, including the *Kent and Medway Growth and Infrastructure Framework*. In this way, the decision would support the Council's second strategic outcome, "Communities benefit from economic growth by being in work, healthy and enjoying a good quality of life."

Financial Implications

It is estimated that appropriate support for developing the shadow SNTB and the overarching Transport Strategy would total £200,000 of which KCC's contribution is £20,000.

Legal Implications

There are no direct legal implications of the recommendations in this report, although should an TfSE SNTB be established by the Secretary of the State following the work set out in this report, then there would be legal implications arising from the establishment of the SNTB which itself would be a body corporate.

Equalities implications

There are no equality implications to establish the Shadow TfSE

Section 2 – Who is taking the final decision and when**Who is taking the Decision**

Leader and Cabinet Member for Traded Services and Health Reform

Date:

Not before June 2017

Reason if Key Decision

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors**Consultees**

Before progressing a proposal for an SNTB, the constituent authorities must consult on the boundary proposals and it is proposed that the shadow SNTB undertakes this consultation.

The proposal is being discussed at the meeting of the Environment and Transport Cabinet Committee on 17 November 2016

Section 4 – Responsible Officer – Who to contact for more information.**Your name, Your Service, Your phone number and email address:**

Lead officer: Katie Stewart

Job title: Director of Environment, Planning and Enforcement

Phone number: 03000 418827

E-mail Katie.stewart@kent.gov.uk

Support documents

1600120 PROD

1600120 Subnational Transport Board

Responsible Cabinet Member - Cabinet Member for Planning, Highways, Transport and Waste**Reference No:** KCC will enter into legal agreements with partner organisations who are delivering individual projects. This will secure agreement for the delivery as outlined in the bid**Key** Yes**Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.****Title:****17/00044 Step Ahead of the Rest (StAR) Sustainable Travel Revenue Programme****The Decision needed:**

To accept the DFT funding to enable the StAR programme to be delivered.

Specifically approval is sought to spend the grant in order to:

- Pay staffing costs associated with delivering the programme
- To delegate authority to the Director of Highways Transportation and Waste to procure, award and amend contracts as necessary
- Make grants to transport operators, community interest companies and businesses in accordance with agreement procedures.

KCC submitted a successful bid to the Department for Transport's Access Fund (Sustainable Travel Revenue competition) and was awarded £1,451,657.20 for the period March 2017- March 2020.

Star is an integrated package of measures to meet KCC's strategic aim that "Kent Communities feel the benefits of economic growth by being in work, healthy and enjoying a good quality of life" The measures proposed support economic development and healthy lifestyles by encouraging use of active and sustainable modes of travel to access employment, education and training. They are targeted at locations that have received local Growth Fund Investment, as well as significant economic development sites across Kent due to be completed before 2020, and will build on previous Local Sustainable Transport Fund Schemes eg the Kent Connected website

Improving transport is identified in the KCC Strategic Statement 2015-2020 under Outcome 2: Kent Communities feel the benefits of economic growth by being in work, healthy and enjoying a good quality of life.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Planning, Highways, Transport and Waste

Date:

Not before June 2017

Reason if Key Decision

An EQIA will be carried out

Reason if this decision has been delayed/withdrawn from a previous plan

Results from the Active Travel Strategy were used to inform the development of the bid.

The Environment and Transport Cabinet Committee will consider the matter at its meeting on 15 June 2017

The programme is county-wide and will affect all divisions and Members

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors**Consultees****Section 4 – Responsible Officer – Who to contact for more information.****Your name, Your Service, Your phone number and email address:**

The programme is externally funded , made up of DfT grant and external partner match funding. A small amount of match funding has been provided by KCC in the form of staff time to deliver some of the project. The payment to the County Council will be released in two segments each year - 75% in July and 25% in May

Support documents

Responsible Cabinet Member - Cabinet Member for Planning, Highways, Transport and Waste

Reference No: There are no legal implications.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

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| <p>Title: 16/00145 - Freight Action Plan for Kent</p> <p>The Decision needed: The Cabinet Member will agree a Freight Action Plan for Kent.</p> <p>The Freight Action Plan for Kent is a non-statutory document that highlights what KCC has already delivered and what is further planned to reduce the negative impacts of road freight on local communities. The plan includes both nationally and locally important priorities such as Operation Stack and the provision of overnight lorry parking as well as looking into HGV routeing and the powers that KCC can use to reduce the negative impacts of road freight.</p> |
| <p>Section 2 – Who is taking the final decision and when</p> |
| <p>Who is taking the Decision Cabinet Member for Planning, Highways, Transport and Waste</p> <p>Date: Not before June 2017</p> <p>Reason if Key Decision The Freight Action Plan for Kent has been subject to an Equalities Impact Assessment (EqIA) demonstrating that it will not have an adverse impact on any group with protected characteristics.</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| <p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees</p> <p>The Environment and Transport Cabinet Committee considered and endorsed the proposed decision at its meeting of 15 June 2017.</p> <p>In addition a public consultation was held in January 2017.</p> |
| <p>Section 4 – Responsible Officer – Who to contact for more information.</p> |
| <p>Your name, Your Service, Your phone number and email address: Some of the actions in the plan have implications for officer time. There are no further financial implications in developing the plan but there will be costs involved for the delivery of specific actions and these will be costed separately.</p> <p>Support documents Item 9 1 FAP - Final App A - Freight Action Plan for Kent</p> |

Responsible Cabinet Member - Cabinet Member for Adult Social Care

Reference No: Continuing these services through their existing contracts to a common end date will require going beyond the current contracts' end dates for varying durations. Work is being done with Legal Services to understand and mitigate relevant risks and to ensure that the continuation of service provision takes place with the least disruption to those receiving the services. Further information will be included in the report.

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:

17/00030 (a) (b) & (c) - Community Support Services - contract continuations

The Decision needed:

To continue service provision under existing contracts for the following community support services:

- a) Housing Related Support (HRS), including services for:
- Older Persons Housing Related Support and Community Alarms
 - People with Learning and/or Physical Disabilities
 - Home Improvement Agencies

People with Mental Health Needs; (Homelessness and Offenders)

- b) Homecare
c) Supporting Independence Service (SIS)

It was originally envisaged that all three services would be included in one decision but, owing to timing issues, the Housing Related Support element (Part (a)) was taken 22/03/2017 with parts (b) and (c) to follow before June 2017.

Given the freedoms set out in the Care Act 2014, since these contracts started, and the Council's strategy for adult social care, 'Your Life Your Wellbeing', there is now an opportunity to move to greater integration with health services. To achieve this, it is desirable to extend these services' contracts to a single end date.

This will help achieve the corporate objectives of:

- Strategic Outcome
- Older and vulnerable residents are safe and supported with choices to live independently

Supporting Outcomes

- Those with long term conditions are supported to manage their

- conditions through access to good quality care and support
- People with mental health issues and dementia are assessed and treated earlier and are supported to live well
 - Families and carers of vulnerable and older people have access to the advice, information and support they need
 - Older and vulnerable residents feel socially included
 - More people receive quality care at home avoiding unnecessary admissions to hospital and care homes
 - The health and social care system works together to deliver high quality community services
 - Residents have greater choice and control over the health and social care services they receive

Our Life Your Wellbeing - providing the strategic direction to move towards full integration with the NHS by 2020.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Adult Social Care

Date:

Not before April 2017

Reason if Key Decision

This decision will maintain continuity of service to people with protected characteristics. No adverse implications are expected and an Equality Impact assessment will be undertaken as part of the recommendation report.

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

It was originally envisaged that all three services would be included in one decision but, owing to timing issues, part (a) was taken 22/03/2017 with parts (b) and (c) to follow before June 2017.

The Housing Related Support element (Part (a)) was discussed by the Adult Social Care and Health Cabinet Committee on 14 March 2017 and the outcome of that meeting included in the Record of Decision which the Cabinet Member signed when the decision was taken on 22 March 2017.

Parts (b) and (c) were discussed by the Adult Social Care Cabinet Committee on 9 June 2017, and the outcome of that meeting included in the paperwork which the Cabinet Member has now signed.

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| <p>Other consultation planned or undertaken:</p> <ul style="list-style-type: none"> • Full consultation and engagement for Your Life Your Wellbeing • Provider engagement on Transformation of Adult Social Care • Future engagement with the market and service users will be undertaken regarding the new services as this will be crucial to the success of transformation and integration. |
| <p>Section 4 – Responsible Officer – Who to contact for more information.</p> |
| <p>Your name, Your Service, Your phone number and email address: The total annual value of the proposed contract extensions is £100m. Detailed breakdown of the duration of extensions and amounts per service area contract will be included in the report which accompanies the proposed decision. The matter is referred to in the 2017/18 Business Plan</p> <p>Support documents</p> |

LONG TERM

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| <p>Responsible Cabinet Member -</p> <p>Reference No:</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title: 14/00068 (c) Property Disposal at Freeman's Way, Deal</p> <p>The Decision needed: Update 13/06/2017 – disposals previously advertised as part of this issue ‘package’ have been undertaken under separate decision numbers (see below) and only Freeman’s Way, Deal remains – an update on progress has been requested.</p> <p>Update 25/01/2016 – The decision to dispose of land at Dumpton Park Drive is ready to be taken separately from the others advertised in this package. It has been published separately at 14/00068(b) and can be viewed by clicking on the link below.</p> <p>https://democracy.kent.gov.uk/mglIssueHistoryHome.aspx?Ild=36174&Opt=0</p> |

Update – October 2015

Negotiations continue regarding both disposals.

It is not expected that decisions will be taken before December 2015

Update – 09/03/2015 - Date changed to 'not before' June 2015.

Dumpton Drive: Extensive consultation has been carried out with the School and Education Department regarding the Dumpton Park Drive and a planning pre application has been successfully submitted. Outline Planning will be submitted within next 3 months with a view to marketing site 'subject to planning' once the application has been submitted.

Freeman's Way: Extensive consultation has taken place between KCC and Dover District Council's Estates team and a planning pre application will be submitted in March 2015, if successful, KCC will submit outline planning application prior to marketing the site 'subject to planning'.

Update - 01/12/2014 – The decision to dispose of land at London Road, Westerham is ready to be taken separately from the others advertised in this package. It has been published separately at 14/00068(a) and can be viewed by clicking on this link.

<https://democracy.kent.gov.uk/mgIssueHistoryHome.aspx?Ild=32262&Opt=0>

Reference to the land has been removed from this issue but the 28 day statutory publication for the intention is deemed to have been fulfilled as part of this original entry.

Approval is sought for the Director of Property and Infrastructure Support to progress with and enter into the necessary documentation to complete the disposal of Dumpton Park Drive, Broadstairs and Freeman's Way, Deal in consultation with the Cabinet Member for Corporate and Democratic Services.

Stock Lane, Wilmington, previously listed as part of this decision has been withdrawn.

London Road, Westerham, previously listed as part of this decision has been deleted and is now at 14/00068(a)

This decision will secure a capital receipt to fund the capital programme and to streamline the Council's property portfolio in order to achieve financial and efficiency benefits in line with the Property Policy.

The impact of the decision will be that the receipt will be achieved as quickly

as possible should planning permission be granted, to ensure that the capital programme is delivered and to minimise holding costs. Without the decision, KCC will be unable to respond to offers in a timely fashion without losing the prospective purchaser. This would affect the delivery of the capital programme and increase holding costs.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Date:

Reason if Key Decision

Reason if this decision has been delayed/withdrawn from a previous plan

The proposed decision was discussed and endorsed by the Property Sub-Committee on 8 July 2016, subject to a caveat that a query about the adequacy playing field space be resolved satisfactorily before proceeding.

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

The proposed decision will be published to all members and comments sought prior to the Cabinet Member for Corporate and Democratic Services taking the decision. The Policy and Resources Cabinet Committee will receive a report setting out the details.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

Support documents

Responsible Cabinet Member - Cabinet Member for Corporate and Democratic Services

Reference No:

Key Yes

Section 1 – the decision needed, how it relates to the Council's

Corporate Outcomes and the Costs and risks involved.

Title:

Lawn Primary School, Gravesend - New Playing Field

The Decision needed:

Update 01 February 2017: Officers have confirmed that the decision is still 'live' and that KCC continue to work with the landowner regarding use of the land and any consequential s106 arrangements. The process is expected to be lengthy and is likely to be ongoing for the duration of 2017.

The Cabinet Member will be asked to agree that KCC take a long lease of 99 years at a nominal rent from Lafarge to facilitate expansion of school roll. Lafarge to create new playing field and to maintain subsoil thereafter. The Playing Field is being delivered as part of a s106 Agreement being a contribution to mitigate the impact of adjacent development of 510 homes upon Lawn Primary School and free up space on the existing Lawn PS site to enable expansion of the existing school buildings from 1FE to 2FE.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Corporate and Democratic Services

Date:

Before January 2018

Reason if Key Decision

This decision is considered as a key decision owing to the length of the lease, in accordance with the Council's Property Management Protocol

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

The proposed Cabinet Member decision will be considered by the Property Sub-Committee at its meeting scheduled 27 March 2015

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

Lead officer: Kahren Knott – Estates Surveyor, Property & Infrastructure Support

03000 416356

kahren.knott@kent.gov.uk

Lead Director: Rebecca Spore – Director of Property & Infrastructure Support

03000 416716
Rebecca.spore@kent.gov.uk

Support documents

Responsible Cabinet Member - Cabinet Member for Children, Young People and Education

Reference No: 16/00101

Key Yes

Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.

Title:
16/00101 - Proposal to expand Marden Primary School

The Decision needed:

The Cabinet Member for Children, Young People and Education will be asked to agree to:

- i. Expand Marden Primary School, Goudhurst Road, Marden, Tonbridge, Kent, TN12 9JX, from 280 places to 420 places, increasing the published admission number (PAN) from 40 to 60 for Year R entry in September 2018
- ii. Allocate the budget from the Basic Needs budget (full details to be provided within the Education and Young People's Services Cabinet Committee Report)

In accordance with Appendix 4 Part 2 16 (a) of the Council's constitution, the Council's Executive Scheme of Officer Delegation provides that "Once a Member-level decision has been taken.....the implementation of that decision should be delegated to officers..." In this instance it is envisaged that the Director of Infrastructure will inherit the authority to act and will enter into any necessary contracts/ agreements on behalf of the County Council or further delegate responsibilities in accordance with 16 (c) of the same scheme "Senior Managers exercising delegated powers will...be able to sub-delegate...functions to more junior officers"

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Children, Young People and Education

Date:

Not before January 2018

Reason if Key Decision

This proposal will help “to ensure that Kent’s young people have access to the education....necessary to support Kent business to grow ...” as set out in ‘Increasing Opportunities, Improving Outcomes: Kent County Council’s Strategic Statement (2015 - 2020)’ and supports delivery of KCC’s responsibility to provide sufficient, high quality places where they are needed as set out in the ‘Commissioning Plan for Education Provision in Kent 2016-2020’

Financial Implications: Will be set out in the report that will be considered by the Children's, Young People and Education Cabinet Committee.

Legal Implications: Any legal implications will be identified in the report that will be considered by the Children's, Young People and Education Cabinet Committee

Equality Implications: An Equality Impact Assessment has been produced and can be viewed here: www.kent.gov.uk/schoolconsultations .

Reason if this decision has been delayed/withdrawn from a previous plan**Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors****Consultees**

The Commissioning Plan for Education Provision 2016-20 identified Marden as an area of future need and Marden Primary School was therefore proposed for expansion to meet that predicted demand. The Plan was considered and endorsed by the Education and Young People’s Services Cabinet Committee on 15 December 2015 prior to the final version being considered and approved by Cabinet on 21 March 2016.

A public consultation commenced on 23 September 2016 and closed on 21 October 2016. Further information is available on the School Consultation webpage: www.kent.gov.uk/schoolconsultations

The outcome of the consultation was due to be reported to Education and Young People’s Services Cabinet Committee on 23 November. The report was deferred, pending further discussions on the design and planning process and will be considered by the Cabinet Committee at its meeting scheduled for 22 June 2017

Section 4 – Responsible Officer – Who to contact for more information.**Your name, Your Service, Your phone number and email address:**

Jared Nehra, Area Education Officer for West Kent
03000 412209
Jared.nehra@kent.gov.uk

Support documents

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| <p>Responsible Cabinet Member - Cabinet Member for Environment & Transport</p> <p>Reference No: none</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title: 17/00045 Tonbridge and Malling Transport Strategy</p> <p>The Decision needed: Tonbridge & Malling Borough Council are developing a new Local Plan to shape the future development of the borough. The County Council is assisting with this process and developing a new Transport Strategy to help deliver the objectives and outcomes of the Local Plan.</p> <p>Improving Transport is identified in the KCC Strategic Statement of 2015-2020 under outcome 2: Kent Communities feel the benefits of economic growth by being in-work, healthy and enjoying a good quality of life. The potential delivered through the implementation of the transportation schemes set out in the Transport Strategy will help to meet this objective.</p> |
| <p>Section 2 – Who is taking the final decision and when</p> |
| <p>Who is taking the Decision Cabinet Member for Environment & Transport</p> <p>Date: Not before February 2018</p> <p>Reason if Key Decision none</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan The Transport Strategy will be included as part of consultation planned for the new Tonbridge and Malling Local Plan.</p> <p>The Environment & Transport Cabinet Committee will consider this matter on 31st January 2018 (subject to progress with T&M Local Plan).</p> |
| <p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees</p> |

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

The Infrastructure Delivery Plan within the Transport Strategy will set out how the required transport improvements may be funded including through development and other external funding bids.

Support documents

UPDATE AWAITED

Responsible Cabinet Member - Cabinet Member for Corporate & Democratic Services

Reference No: 13/00095

Key Yes

Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.

Title:

Disposal - Residential Land adjoining Great Clayne Lane Farm, Gravesend.

The Decision needed:

To seek approval for the Director of Property and Infrastructure Support in consultation with the Cabinet Member for Corporate and Democratic Services to progress with and enter into the necessary legal documentation to complete the disposal of residential land adjoining Great Clayne Lane Farm, Gravesend following the marketing of the site. The site has been marketed and offers received, shortlisted and a preferred purchaser has been identified. The Decision will seek for legal agreements to be actioned to complete the sale of the property.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Corporate & Democratic Services

Date:

Not before October 2015

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| <p>Reason if Key Decision Financial criteria is likely to be exceeded</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p> |
| <p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p> |
| <p>Consultees</p> <p>Local Members Colin Caller and Jane Cribbon will be consulted before the decision is taken and all members of the council notified.</p> |
| <p>Section 4 – Responsible Officer – Who to contact for more information.</p> |
| <p>Your name, Your Service, Your phone number and email address: Lead officer: Rebecca Spore Director of Property & Infrastructure Support Tel: 01622 - 221151 E-Mail: rebecca.spore@kent.gov.uk</p> <p>Support documents</p> |

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| <p>Responsible Cabinet Member - Cabinet Member for Corporate & Democratic Services</p> <p>Reference No: 14.00022</p> <p>Key Yes</p> |
| <p>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</p> |
| <p>Title: Former Shepway Resource Centre, Folkestone - Disposal</p> <p>The Decision needed: LATEST UPDATE: 19/05/2014 - Decision due date changed from 18/02/2014 to 01/08/2014. REASON: The proposed decision to dispose of the Centre was delayed while internal processes were undertaken to ensure that no other suitable use could be found before disposal. This process is complete and the former resource centre will be placed on the market shortly. Responses from the market will be gauged after a period of approximately 3 months and a proposal for the site put forward at that time. The decision will be considered by the Property Sub-Committee or the Policy and Resources</p> |

cabinet Committee before being taken by the Cabinet Member.

To seek approval to the disposal of the former Shepway Resource Centre following the marketing of the site

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Corporate & Democratic Services

Date:

Not before October 2015

Reason if Key Decision

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

The proposed decisions will be discussed at Policy & Resources' Property Sub Committee following marketing.
The property is situated within the electoral division of Folkestone West.
Cllr Hod Birkby has been consulted.

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

Alyson McKenna,
01622 696032
alyson.mckenna@kent.gov.uk
Rebecca Spore,
01622 221151
rebecca.spore@kent.gov.uk

Support documents

DEFERRED

Responsible Cabinet Member - Cabinet Member for Corporate & Democratic Services

Reference No:

Key Yes

Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.

Title:
Sandwich Highways Depot

The Decision needed:

Update 09/03/2015:

DEFERRED: The disposals team at KCC are currently working on new plans for the site in order to ensure that the maximum value is secured; surveys are being carried out with a view to marketing the site in the future dependent on the outcome of those surveys.

Latest Update:

19/05/2014: Decision due date changed from 23/12/2013 to ‘Not before’ 01/11/2014.
REASON: The disposals team at KCC are currently working on new plans for the site in order to ensure that the maximum value for the site is secured. Options appraisal work is underway and this work is expected to take approx. 6 months, therefore an expected decision date is set for November.

To seek approval to proceed with the disposal of the above site to raise a capital receipt which will be allocated to support the capital programme.

To seek approval to identify and progress with the acquisition of a new site for the service.

The Director of Property and Infrastructure Support will be authorised to finalise terms for both the disposal and acquisition of a new site.

This decision is needed to enable a modern highway service operation to be provided in the East Kent Area that is both reactive and responsive to changing demands. It directly supports 3 of the Bold Steps for Kent.

- Firstly it helps deliver the “Kent Environment Strategy” by the provision of new environmentally friendly facilities (e.g. grey water) via the construction technique with the eventual adaptation of new work practices within the new depot.
- Secondly it builds relations with key business sectors across Kent as the supply chain involved in such a project provides work to businesses of all sizes.
- Thirdly by the better siting and provision of facilities for the new depot it ensures that the most robust and effective public protection arrangements are in place for road management including bad weather response.

The impact of the decision is that full assessment of the potential disposal of the site can be explored within the market place to ensure that best value principles are adhered to. In tandem a full search and feasibility study will be undertaken to identify a new location for the alternative highways depot which satisfies the above objectives.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Corporate & Democratic Services

Date:

Reason if Key Decision

Reason if this decision has been delayed/withdrawn from a previous plan

Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors

Consultees

The matter was considered by the Property Sub Committee of the Policy and resources Cabinet Committee at its meeting on 27th February 2013. The proposed decision was endorsed by the Committee.

The report to committee was exempt from publication and consideration of it took place in private.

Public minutes can be viewed by clicking on the link below:

<https://democracy.kent.gov.uk/documents/g5176/Printed%20minutes%2027th-Feb-2013%2014.00%20Property%20Sub-Committee.pdf?T=1>

Section 4 – Responsible Officer – Who to contact for more information.

Your name, Your Service, Your phone number and email address:

Support documents

Responsible Cabinet Member -

Reference No: 12/020231

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| Key No |
| Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved. |
| <p>Title: Eden Centre Lease</p> <p>The Decision needed: LATEST UPDATE: 19/05/2014 - Decision due date changed from 01/03/2014 to 01/01/2015. REASON: The decision remains at the earliest stages of investigation and options appraisal. A further review will take place in January 2015 when a decision pathway will be identified and the proposed decision updated further.</p> <p>-----</p> <p>To seek agreement to the principle of granting a long lease to a charitable community interest company or similar vehicle, of The Eden Centre, Four Elms Road, Edenbridge.</p> <p>The proposal directly links to Bold Steps for Kent, putting the citizen in control, building new partnerships and providing a new fit for purpose building to deliver Library and FSC services in conjunction with other partners such as the Citizen’s Advice Bureau and House (West Kent Action), to support Kent’s more vulnerable citizens.</p> <p>The impact of the decision will be that KCC will have less control of the management and operation of the centre as they would become the responsibility of a third party.</p> <p>Risks identified are:</p> <ul style="list-style-type: none"> • Reliance on the professionalism of the trustees to deliver a successful facility, agreeing with all partners a financial model for the charitable vehicle • Reputational damage to KCC if the charitable vehicle were to fail • Obtaining buy in from all community groups in occupation to form trust • Untried and untested model • Level of income generation from the centre which could go to the charitable vehicle is currently unknown as a new facility • Continued KCC ownership of a non-core asset • Officers may be unable to get agreement from stakeholders, charitable vehicle does not prove financially sustainable or the trust may break down and charitable vehicle will have to pick up void periods and associated costs (benefit to KCC). |
| Section 2 – Who is taking the final decision and when |
| <p>Who is taking the Decision</p> <p>Date:</p> <p>Reason if Key Decision Not a key decision</p> |

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| Reason if this decision has been delayed/withdrawn from a previous plan |
| Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors |
| <p>Consultees</p> <p>The Eden Church, Citizen's Advice Bureau, House (West Kent Action), Edenbridge Library and FSC as partners in the centre. It is expected that representatives from all of these occupier groups will be represented by the charitable vehicle trustees, along with Sevenoaks District Council and Edenbridge Town Council.</p> |
| Section 4 – Responsible Officer – Who to contact for more information. |
| <p>Your name, Your Service, Your phone number and email address: Rebecca Spore - Director of Property & Infrastructure Tel no 01622 22115, Rebecca.spore@kent.gov.uk</p> <p>Barbara Cooper, Director of Economic Development. Tel no 01622 221856, Barbara.cooper@kent.gov.uk</p> |
| Support documents |

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| - Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors |
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