



## **FORWARD PLAN OF DECISIONS**

**19 October 2018 - 28 February 2019**

**This Edition of the Forward Plan Supersedes ALL Previous Editions**

A handwritten signature in black ink, which appears to be '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](http://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.

<b>The Kent County Council Cabinet Members are:</b>	
Mr Paul Carter	Leader of the Council and Cabinet Member for Health Reform
Mr Peter Oakford	Deputy Leader and Cabinet Member for Finance and Traded Services
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 and Public Health
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
Mrs Catherine Rankin	Cabinet Member for Strategic Commissioning
Mr 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 17 NOVEMBER 2018**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> It is a statutory requirement to publish the Local Offer under The Children and Social Worker Act (2017).</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>18/00056 - Local Offer for Kent Care Leavers</b></p> <p><b>The Decision needed:</b> The Children and Social Work Act (2017) was implemented on 1<sup>st</sup> April 2018 and extends the Corporate Parenting responsibility for a Local Authority to provide support to Care Leavers up until the age of 25 years (formerly 21 years). Local Authorities are required to publish a Local Offer for Care Leavers by December 2018 which sets out the services and support available and their entitlements. To meet the requirements of the Local Offer the 18plus Care Leavers Service undertook a service review in July 2018, to review the staffing capacity of the service and to plan for the increase in demand.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet Member for Children, Young People and Education</p> <p><b>Date:</b> Not before November 2018</p> <p><b>Reason if Key Decision</b> An Equality and Impact Assessment has been completed. The Local Offer is open to all eligible KCC Care Leavers.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p>

The Care Leavers Service have completed a consultation with young people through the Young Adult Council (YAC) to seek their views and input into the offer. Care Leavers have been fundamental to the process, to drive the design and ensure a service user voice in the design and commissioning of our 18plus Care Leavers service. A Care Leavers Survey is due to be sent to all young people in August 2018, to establish their views on the service.

Members have been regularly updated on the Local Authorities duties under the Children and Social Work Act (2017) through the Corporate Parenting Panel. The review of the Care Leavers Service will be presented to the Corporate Parenting Panel on 19<sup>th</sup> September 2018.

The proposed decision will be considered at the Children's, Young People and Education Cabinet Committee on 29 November 2018.

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

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

The total gross budget for the care leavers staffing in 2018-19 is £3.1m, of which £0.9m is funded from KCC base Budget. The remainder of the budget is funded from the Home Office Grant for asylum care leavers.

staffing capacity has been reviewed and increased to meet the current demand for personal advisor support. The total cost of the structure is now £3.9m (to support 1,845 cases), of which £1.6m will need to be met from the KCC base budget (an increase of £0.7m compared to current net budget).

The structure required by the end of March 2020 will be £4.2m (to support 2,130 cases) of which £1.9m will need to be funded from the KCC base budget (an increase of £1.0m compared to current budget).

It is important to note, the increase in KCC budget requirement is subject to agreement at County Council in February 2019 as part of the 2019-22 Medium Term Financial Plan (MTFP).

##### **Support documents**

**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 before he takes his decision.

**Key** Yes

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

**Title:**  
**18/00057 - Proposal to establish a Specialist Resourced Provision at John Wesley Church of England Methodist (CEM) Primary School for pupils with Speech, Language and Communication Needs (SLCN)**

**The Decision needed:**  
The CYPE Cabinet Member is asked to consider and endorse the recommendation to:

Establish a Specialist Resource Provision for up to 14 pupils at John Wesley CEM Primary School for pupils with Speech, Language and Communication Needs (SLCN).

**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 2018

**Reason if Key Decision**  
An Equalities Impact Assessment will be completed prior to any decision being made.

**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**

KCC, with the support of the Governing Body at John Wesley CEM Primary School will consult on the proposal in the autumn of 2018.

The Children, Young People and Education Cabinet Committee will be consulted on the proposal at the Cabinet Committee on 29 November 2018.

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

**Your name, Your Service, Your phone number and email address:**  
There are no implications for the Capital Budget as the school has sufficient space to accommodate the SRP without the need for additional building.

Commissioned places will be funded in line with KCC policy from the Revenue

Budget . This is presently at £10,000 per commissioned place and top up funding for each pupil on role. The proposal is to commission 4 places in 2019-20, 8 in 2020-21 and 12 in 2021-22.

The estimated financial implications to the Revenue Budget for the first 3 three financial years is as follows:

FY 19-20 : £33,024

FY 20-21 : £84,936

FY 21-22 : £135,671

### **Support documents**

### **Responsible Cabinet Member - Cabinet**

**Reference No:** The Kent Commissioning Plan for Education enables KCC to meet its Statutory responsibility to ensure that every child receives appropriate educational provision

**Key** Yes

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

**Title:**

**18/0058 - Commissioning Plan for Education Provision 2019-23**

**The Decision needed:**

The Commissioning Plan for Education Provision in Kent (KCP) is a five year rolling plan which is updated annually. It sets out how Kent discharges its statutory responsibility, as the Strategic Commissioner of Education Provision, to provide sufficient Early Years, SEND, Primary and Secondary places and to ensure that there are appropriate learning pathways for pupils at Post 16. It is also our responsibility to ensure that we have enough places in the right locations, to meet the demands of increased pupil numbers and parental preferences. It reflects the fact that the Local Authority's role has changed to being the commissioner, as well as continuing to be a provider, of education provision.

Data from the Office for National Statics (ONS) and the Health Authority suggest that births across the County, which have fluctuated in recent years, rose slightly in 2016-17. The numbers of families with primary and secondary aged pupils migrating into the County continue to be greater than the numbers moving out, with a net increase in the year ending June 2017 of 1,575 pupils at primary age and 862 at secondary. The housing identified in District/Borough core plans or their variants suggest there is provision for up to 55,000 new homes across the period 2017-18 to 2022-23. These factors require increases in the provision of school places



(particularly at the secondary school phase) in the coming years.

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

### **Who is taking the Decision**

Cabinet

### **Date:**

Not before January 2019

### **Reason if Key Decision**

A full EqIA has been completed

### **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**

Individual consultations will be taken out on each proposal outlined in the Commissioning Plan if required.

Consultation will take place at the Children's, Young People and Education Cabinet Committee on 29 November 2019.

The decision will be considered and endorsed at Cabinet in January 2019.

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

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

The Local Authority as Strategic Commissioner of Education Provision has a key role in securing funding to provide sufficient education provision in the County, particularly in schools, in order to meet its statutory responsibilities. The cost of providing additional school places is met from Government Basic Need Grant, supported borrowing by KCC and developer contribution monies. The forecast capital outlay needed to fulfil the need identified in the Commission Plan 2019-23 will be provided in the report to CYPE Cabinet Committee on 29 November 2019 for comment, prior to full sign off by Cabinet in January 2019.

### **Support documents**

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

<p><b>Reference No:</b> Any legal implications will be identified in the report to the Cabinet Member for Children, Young People and Education before he takes his decision.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>18/00059 - Kings Farm Primary School</b></p> <p><b>The Decision needed:</b>  Kings Farm Primary School is a community school providing education for students of all abilities aged 4-11. There are currently 404 children on roll with 99 children with an SEN need and 4 children with an EHCP.</p> <p>KCC want to build upon the existing provision of the school by establishing a Specialist Resource Base Provision (SRP) within the school for students with an Education, Health and Care Plan (EHCP) for Autism Spectrum Disorder (ASD)</p> <p>The school has been identified by Kent County Council (KCC) as doing particularly well at supporting pupils with Autism Spectrum Disorder (ASD). KCC has asked the school to consider creating a new SRP within the school for up to 15 children. The places will be commissioned by KCC and reviewed each year. It is expected that the SRP would open initially with a small number of children currently on roll at the school who meet the criteria for a place in the SRP.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet Member for Children, Young People and Education</p> <p><b>Date:</b>  Not before November 2018</p> <p><b>Reason if Key Decision</b>  An Equality Impact Assessment has been completed as part of the consultation.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>A consultation is planned to take place from 24 September to 22 October</p>

2018

A drop-in information session for parents will be scheduled during the consultation period.

A report will be submitted to the Cabinet Member on 23 October 2018 and the Cabinet Committee will be updated at their meeting on 29 November 2018

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

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

The capital cost of the establishment of the SRP is nil, with any changes to internal layout being managed by the school.

**Support documents**

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

**Reference No:** We are committed to achieving the Strategic outcome: Children and Young People in Kent get the best start in life. We need to ensure that there is adequate resources to provide for our most vulnerable SEND children and young people. This growing cohort needs appropriate, additional support to meet their particular high and complex needs. This transfer of resources will enable us to support schools and parents more effectively, to ensure their children are provided with the very best start in life and are able to thrive and achieve their full potential.

**Key** Yes

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

**Title:**

**18/00060 - School Funding Arrangements for 2019 - 20**

**The Decision needed:**

Proposed decision

- a) Transfer 1.0% of the Schools Block (which equates to approximately £9m – precise figure to be confirmed once DfE publish 2019-20 DSG allocations in December 2018) into the High Needs Block for 2019-20.
- b) In relation to the Kent Local Funding Formula for schools we are not proposing to make any further changes to the factors or rates already agreed, except the possibility of introducing a Split Site factor (subject to consultation and Schools' Funding Forum view)

These changes to our local funding formula are based on an assessment of affordability using the latest school level data provided by the Department for Education. The total quantum available for distribution may be slightly different once the October 2018 census data has been provided and used to calculate the 2019-20 school budgets.

- c) Delegate authority to the Corporate Director of Children, Young People and Education to make any necessary changes to the Local Funding Formula rates once final affordability is known in January 2019 after provisional school budgets have been calculated.

## **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 2018

### **Reason if Key Decision**

An EqIA assessment will be undertaken.

### **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**

We will consult with schools individually and with the Schools' Funding Forum.

The outcome of the consultation will be reported to Children, Young People's and Education Cabinet Committee in November, where the proposed decision will be discussed.

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

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

we will consult with schools individually and with the Schools' Funding Forum.

### **Support documents**

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

<p><b>Reference No:</b> 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 allocate the funding.</p>
<p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>18/00061 - Temporary 1.5 Expansion of The Westlands (Secondary Academy) School from September 2019</b></p> <p><b>The Decision needed:</b>  Proposed decision</p> <p>To allocate funding of £1.96m from the Children’s, Young People and Education Capital Budget for the temporary expansion of The Westlands School.</p> <p><b>Background:</b></p> <p>On 27 November 2017, the Commissioning Plan for Education Provision 2018-22 was endorsed by the Cabinet Committee and agreed by Cabinet at their meeting in January 2018. The commissioning plan forecast a deficit of 90 Year 7 places in Swale district for entry in September 2019.</p> <p>Swale Academy Trust has agreed to provide a minimum of 45 additional Year 7 places on a temporary basis from September 2019. In the future it is proposed that the temporary expansion would become a permanent 2FE expansion, subject to further feasibility to identify accommodation requirements and planning agreement.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet Member for Children, Young People and Education</p> <p><b>Date:</b>  Not before November 2018</p> <p><b>Reason if Key Decision</b>  An Equality Impact Assessment has been carried out and is attached to this document. The Assessment will be revised if public consultation on permanent expansion proceeds.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>

**Consultees**

Consultation will be undertaken related to any future proposal for permanent expansion.

A report seeking the allocation of funding towards The Westlands' School building project will be provided to the Children's, Young People and Education Cabinet Committee meeting on 29 November 2018.

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

The capital allocation of £1.96m would be a funding contribution towards the replacement of a number of mobile and temporary classrooms on the Westlands site that would otherwise not be useable as the classrooms to meet the additional pupil place need. The funding allocation would be subject to a contractual agreement from the Trust to offer a minimum of 330 Year 7 places for September 2019 and September 2020. The school's current published admission number (PAN) is 285.

**Support documents**

**NOT BEFORE 16 OCTOBER 2018 BY CABINET MEMBER**

**Responsible Cabinet Member** - Cabinet Member for Adult Social Care and Public Health

**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:**

**18/00042 - Local Account for Adult Social Care**

**The Decision needed:**

Proposed Decision:

The Cabinet Member for Adult Social Care and Public Health is asked to approve the Local Account for Adult Social Care (April 2017 to March 2018).

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

<p>Cabinet Member for Adult Social Care and Public Health</p> <p><b>Date:</b> Not before October 2018</p> <p><b>Reason if Key Decision</b> None.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The Local Account has been developed in partnership with people who use our services, their carers, voluntary organisations and services providers as well as Members, district councils and staff.</p> <p>The proposed decision was discussed at the Adult Social Care Cabinet Committee on 27 September 2018.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> The proposed development of the Local Account does not include savings targets, however a key objective when developing the brochure and our user engagement approach has been the consideration of how to enhance value for money from a Council perspective utilising wherever possible existing forums or approaches already in place across the Directorate or working in conjunction with existing partners to minimise costs. There will be a cost implication to the production and distribution of the Local Account; however, these will be managed within the budget planning forecasts for the Unit, i.e. ongoing production of the Local Account.</p> <p><b>Support documents</b> PROD Report Appendix 1</p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Adult Social Care and Public Health</p> <p><b>Reference No:</b> The main legislative framework for the Supported Living Service is the Care Act 2014, and the principles of Mental Capacity Act 2005. These are statutory duties, and the Supported Living service will be compliant</p>
--

with both legislations.
<b>Key</b> Yes
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>18/00050 - Shared Supported Living Service element of the Supporting Independence Service Contract</b></p> <p><b>The Decision needed:</b>  Proposed decision:</p> <p>To approve an extension of the Shared Supported Living Service element of the Supporting Independence Service Contract for 11 months from 1 June 2019 to 5 April 2020.</p>
<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b>  Cabinet Member for Adult Social Care and Public Health</p> <p><b>Date:</b>  Not before October 2018</p> <p><b>Reason if Key Decision</b>  The intention is for the Supported Living Service to be included in the Care and Support in the Home contract after the extension period. An existing EqIA is in place and the Care and Support in the Home EqIA will be updated as the work to include in the new contract is undertaken.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>The proposed decision was discussed at the Adult Social Care Cabinet Committee on 27 September 2018.</p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b>  The 2017/18 estimated cost for the Supported Living service is £38m. Accurate figures for this service are problematic to obtain through current reporting methods where Supported Living and the Supporting Independence Service are linked.</p>



**Support documents**

PROD  
Report  
Appendix 1

**Responsible Cabinet Member** - Cabinet Member for Adult Social Care and Public Health

**Reference No:** Direct payments for parents of disabled children is a statutory duty under the Children Act 1989 as amended by Sections 17A (inserted by the Health and Social Care Act 2001) and 17B (inserted by the Carers and Disabled Children Act 2000).

**Key** Yes

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

**Title:**  
**18/0055 - Direct Payment Support Service**

**The Decision needed:**

**Proposed Decision:** Direct payments for parents of disabled children is a statutory duty under the Children Act 1989 as amended by Sections 17A (inserted by the Health and Social Care Act 2001) and 17B (inserted by the Carers and Disabled Children Act 2000). KCC commissions a Direct Payment Support Service to help service users manage their direct payments, ensuring that their support needs are being met as described within their care plan. The service also helps to ensure that public money is being used appropriately and to recover money which is not being used. The current contract expires on 31 March 2019 and there is no option to extend. There is a need to procure a new Direct Payment Support Service to commence from 1 April 2019.

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

**Who is taking the Decision**

Cabinet Member for Adult Social Care and Public Health

**Date:**

Not before October 2018

**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**

<p><b>Consultees</b></p> <p>The proposed decision will be discussed at the Adult Social Care Cabinet Committee on 27 September 2018.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> The value of this contract is £1,710,190 over 5-years.</p> <p><b>Support documents</b> PROD Report</p>

**NOT BEFORE 28 SEPTEMBER 2018 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate and Democratic Services</p> <p><b>Reference No:</b> None</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>18/00049 - Data Centre Exit</b></p> <p><b>The Decision needed:</b> Proposed decision:</p> <p>The Cabinet Member for Corporate &amp; Democratic Services authorises the Director of Infrastructure in consultation with the Cabinet Member for Corporate and Democratic Services to award the contract(s) for the provision of a Data Centre solution including the necessary contractual negotiations and enter into any subsequent necessary legal agreements.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet Member for Corporate and Democratic Services</p> <p><b>Date:</b> Not before September 2018</p> <p><b>Reason if Key Decision</b></p>

None
<b>Reason if this decision has been delayed/withdrawn from a previous plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<b>Consultees</b>  This matter was discussed at the Policy & Resources Cabinet Committee on 13 <sup>th</sup> September 2018 and was endorsed by the Committee.
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<b>Your name, Your Service, Your phone number and email address:</b> The decision to award the contract commits the council to spend in excess of £1m over 5 years.
<b>Support documents</b> PRoD Report

<b>Responsible Cabinet Member - Cabinet Member for Adult Social Care and Public Health</b>
<b>Reference No:</b> Provision of this service is a statutory responsibility. TUPE may apply and if necessary legal advice will be sought.
Although the County Council has an initial review of up to 5 years with the partnership agreements under decision 18/00051 a, the agreements by nature are open ended and so there is no formal expiry date. However, the legal documentation will allow for breaks in contract and also for termination of contract if necessary. The public health budget is ring-fenced until 2020, after this time there is no guarantee the funding will remain the same. This will be explicitly stated in all contracts and clear break clauses have been included.
<b>Key</b> Yes
<b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b>
<b>Title:</b> <b>18/00051 a and b - Sexual Health Services Provision</b>
<b>The Decision needed:</b> Proposed decisions:
To agree the following changes to the provision of sexual health services

which are due to expire in March 2019:

18/00051 a:

- The inclusion of integrated sexual health and related services into the existing Kent Community Health Foundation NHS Trust (KCHFT) partnership
- Formation of a new partnership agreement with Maidstone and Tunbridge Wells NHS Foundation Trust (MTW) and inclusion of integrated sexual health and online STI testing services
- Continued contracting directly with GP surgeries for Long Acting Reversible Contraception (LARC) services delivered within primary care

18/00051 b:

- Award of contract, following a competitive process procurement, for online condom scheme and outreach services

Background: KCC is required to provide sexual health information and advice; contraception; testing, diagnosis, treatment and management of STIs and HIV; and raising awareness about the prevention of STIs. There are a number of these mandated services available in Kent, several which have been delivered by NHS providers for many years. The workforce required to deliver these services is very skilled and highly competent needing to deal with a complex array of issues and provide quality assured clinical expertise.

Outcomes: The commissioned services support KCC's outcome - Kent Communities feel the benefits of being in work, healthy and enjoying a good quality of life.

The following KCC Supporting Outcomes are also underpinned in this service:

- Physical and mental health is improved by supporting people to take more responsibility for their own health and well being
- Those with long-term conditions are supported to manage their conditions through access to good quality care and support
- Residents have greater choice and control over the health and social care services they receive.

The key outcome expected of the service is an improvement in the sexual health and wellbeing of the population of Kent and a reduction in sexual health inequalities. These are measured by using a range of metrics alongside service KPI's (including user satisfaction metrics).

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

### **Who is taking the Decision**

Cabinet Member for Adult Social Care and Public Health

### **Date:**

Not before October 2018

### **Reason if Key Decision**

An Equality Impact Assessment (EQIA) for the service has been completed

and any recommendations for improvements in service delivery have been incorporated in the service specification.

The EQIA is included in the decision paperwork.

**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 were discussed and endorsed by the Health Reform and Public Health Cabinet Committee on 28 September 2018. The extract of the minutes setting out the discussion of that item is included at the end of the signed Record of Decision form (ROD).

The service has previously been to committee to inform Members and they will be kept informed and involved in ongoing service developments.

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

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

The total budget for these services is expected to be £12,902,267 annually. However, all services are open-access, mandated and activity-based and therefore the budget may exceed this, based on user need.

Of this total budget, the total annual value of LARC services (decision number 18/00051a) is anticipated to be £2,140,823.

The total annual value for the CYP Condom programme (decision number 18/00051b) is anticipated to be £282,040, with a total of £2,538,360 over a potential 9 year contract (Initial 3 year term with 2 extensions of up to 3 years each).

**Support documents**

**NOT BEFORE 29 AUGUST 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 allocate the additional funding.

<b>Key</b> Yes
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>18/00046 - Proposed changes to Meadowfield (Foundation Special) School, Sittingbourne for 1 September 2019</b></p> <p><b>The Decision needed:</b>  As Cabinet Member for Children, Young People and Education, I propose to increase the funding allocated from the Children, Young People and Education capital budget to expand Meadowfield Special School from £3,950,000 to £5,096,934.</p>
<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b>  Cabinet Member for Children, Young People and Education</p> <p><b>Date:</b>  Not before September 2018</p> <p><b>Reason if Key Decision</b>  An Equality Impact Assessment has been via the following link:  <a href="http://www.kent.gov.uk/schoolconsultations">www.kent.gov.uk/schoolconsultations</a></p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>A public consultation on the proposed expansion was carried out between 10 October and 14 November 2017. A drop-in information session for parents was held on 19 October 2017. An Equality Impact Assessment has been completed as part of the consultation. The documentation can be viewed online at: <a href="http://www.kent.gov.uk/schoolconsultations">www.kent.gov.uk/schoolconsultations</a></p> <p>A report seeking the allocation of additional funding to complete phase 3 of the expansion project will be provided to the Cabinet Member in August 2018 following electronic distribution to members of the Children’s, Young People and Education Cabinet Committee for comment.</p> <p>Previous reports have included local member comments. The local member will be asked to comment on the report covering the need for additional funding.</p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>

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

The additional costs together with inflationary pressures have led to the increase in capital costs from £3,950,000 to £5,096,934. In order to deliver phase 3 and phase 3a of the expansion of Meadowfield as planned, an extra £1,146,934 will need to be allocated from the Children, Young People and Education Services Capital Budget. The additional funding has been factored into the current agreed Basic Need budget for 2018/19.

**Support documents**

PROD  
Report  
EqIA

**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.

**Key** Yes

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

**Title:**

**18/00047 - Proposal to establish a 16 place Specialist Resource Provision (SRP) for Social, Emotional and Mental Health (SEMH) from September 2019 at St John's CE Primary School, Canterbury**

**The Decision needed:**

As Cabinet Member for Children, Young People and Education, subject to no objections being received to the public notice, I propose to:

- (i) Issue a public notice to establish a 16 place Specialist Resource Provision (SRP) for Social, Emotional and Mental Health (SEMH) from September 2019.
- (ii) Establish a 16 place Specialist Resource Provision (SRP) for Social, Emotional and Mental Health (SEMH)

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

**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

**Date:**

<p>Not before August 2018</p> <p><b>Reason if Key Decision</b> An Equality Impact Assessment will be completed as part of the consultation.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>A consultation is planned to take place from 10 September to 8 October 2018. A drop-in information session for parents will be scheduled during the consultation period.</p> <p>A report will be submitted to the Cabinet Member in October 2018 and the Children’s, Young People and Education Cabinet Committee will be updated at their meeting on 29 November 2018.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> The cost of the establishment of the SRP will be met through historic developer contributions identified for primary age provision in Canterbury City.</p> <p><b>Support documents</b></p>

**NOT BEFORE 23 APRIL 2018 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Environment &amp; Transport Cabinet Committee</p> <p>Cabinet Member for Community and Regulatory Services</p> <p><b>Reference No:</b></p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>18/00007 - Public Rights of Way Access Improvement Plan</b></p> <p><b>The Decision needed:</b></p>



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 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**

Environment & Transport Cabinet Committee

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:**

<p>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.</p> <p>Legal Implications: This Policy meets all legislative requirements and forms part of the Authority's planned preventative maintenance and statutory maintenance regimes.</p> <p>Equality Implications: Completed</p> <p><b>Key Yes</b></p>
<p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>18/00017 Policy and Practice for the Management of Hot and Cold Water Systems</b></p> <p><b>The Decision needed:</b> To approve the adoption of the Policy and Code of Practice for the Management of Hot and Cold-Water Systems</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet Member for Corporate and Democratic Services</p> <p><b>Date:</b> Not before June 2018</p> <p><b>Reason if Key Decision</b></p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>This item was considered and endorsed at the meeting of the Policy &amp; Resources Cabinet Committee on 16 March 2018</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> The rolling programme of risk assessments / survey programme, forms an integral part of the statutory compliance package which is delivered by the Total Facilities Management (TFM) contract and managed on a day to day</p>

basis by GEN2 as our managing agent. Therefore, water hygiene costs are not split out for the Corporate landlord buildings as they included within the overall planned preventative maintenance and statutory maintenance costs.

Where KCC have responsibilities for the school risk assessments / survey programme, a fixed cost is attributed to the service provided by the TFM contractors.

Remedial works and maintenance of Corporate landlord and school water systems can be difficult to correctly estimate as it is dependent on the size and complexity of the system, together with management, reliability and potential damage issues.

For KCC schools, water systems that require remedial works are the responsibility of the school when they fall within their financial limits sho

### **Support documents**

## **NOT BEFORE APRIL BY CABINET MEMBER**

**Responsible Cabinet Member** - Leader and Cabinet Member for 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

<p>authority to create additional entities and make appointments to them if necessary as part of the review</p> <p>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.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Leader and Cabinet Member for Health Reform</p> <p><b>Date:</b> Not before April 2018</p> <p><b>Reason if Key Decision</b> None</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b> To receive an update on the governance, management and development of the proposed holding company for KCC’s wholly-owned trading vehicles</p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>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</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> 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</p> <p><b>Support documents</b></p>

**NOT BEFORE FEBRUARY BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Community and Regulatory Services</p> <p><b>Reference No:</b> 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><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>17/00135 - Pitch Allocation Policy for Gypsy and Traveller Service Change</b></p> <p><b>The Decision needed:</b>  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><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet Member for Community and Regulatory Services</p> <p><b>Date:</b>  Not before July 2018</p> <p><b>Reason if Key Decision</b>  EQIA’s have been completed to ensure these implications have been factored 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.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p>

Yes this has gone out to consultation and the closing date is: 20<sup>th</sup> 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 31<sup>st</sup> 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 Finance and Traded Services

**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 1<sup>st</sup> 2018 to March 31<sup>st</sup> 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 Finance and Traded Services

### **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 OCTOBER BY CABINET MEMBER**

**Responsible Cabinet Member** - Cabinet Member for Adult Social Care and Public Health

**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 and Public Health

**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**

**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.

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

<p><b>Who is taking the Decision</b> Cabinet Member for Corporate and Democratic Services</p> <p><b>Date:</b> Not before October 2017</p> <p><b>Reason if Key Decision</b> None</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b> 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><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>Property decisions to be discussed at the Property Sub Committee.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> Property holding costs will cease upon sale.</p>
<p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Planning, Highways, Transport and Waste</p> <p><b>Reference No:</b> None.</p> <p><b>Key No</b></p>
<p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>17/00086 - A20 Harrietsham Traffic Management Scheme</b></p> <p><b>The Decision needed:</b> 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</p>

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 12<sup>th</sup> 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.**

**Title:**  
**17/00084 - (Phase 2) A274 Sutton Road, Maidstone at its junction with Willington Street**

**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.

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.

**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**

<b>plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></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 21<sup>st</sup> September 2017.</p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b> The estimate cost is £3m and will covered under existing budget allocations from the Local Growth Fund and Section 106 Developer Contributions.</p> <p><b>Support documents</b></p>

**NOT BEFORE SEPTEMBER BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate and Democratic Services</p> <p><b>Reference No:</b> KCC will be entering into leases with the medical provider and football pavilion. These leases will be long term.</p> <p><b>Key</b> Yes</p>
<b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b> <b>17/00069 - Southborough Hub (disposal of residential land)</b></p> <p><b>The Decision needed:</b> 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>

15/00024 (property implications) – this was taken by the Cabinet Member for Corporate and Democratic Services on 21 April 2015.

15/00041 (inclusion of library in the project) – this was taken by the Cabinet Member for Community Services on 21 April 2015

**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**

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**

**NOT BEFORE JULY BY CABINET MEMBER**

**Responsible Cabinet Member - Cabinet Member for Adult Social Care and Public Health**

**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 and Public Health

**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.



<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<b>Consultees</b>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b>  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 it's lifetime, by adding additional related services to the contract specification.</p>
<b>Support documents</b>

<p><b>Responsible Cabinet Member - Cabinet Member for Planning, Highways, Transport and Waste</b></p> <p><b>Reference No:</b> None</p> <p><b>Key</b> Yes</p>
<b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>17/00050 - Westwood Relief Strategy - Tesco Link Road, Thanet</b></p> <p><b>The Decision needed:</b>  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>
<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b>  Cabinet Member for Planning, Highways, Transport and Waste</p>

<p><b>Date:</b> Not before July 2017</p> <p><b>Reason if Key Decision</b> The Detailed Scheme Design will consider equality aspects.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></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><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> The Financial implications are covered under existing budget allocations from the National Productivity Investment Fund.</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Planning, Highways, Transport and Waste</p> <p><b>Reference No:</b> Legal agreements will be drafted by Invicta Law.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>17/00060 - Dunbrik Lease Extension</b></p> <p><b>The Decision needed:</b> 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 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</p>

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 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**

Leader and Cabinet Member for Health Reform

**Date:**

Not before July 2017

**Reason if Key Decision**

There are no equalities impacts arising from the proposed 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**

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.

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

**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)

**NOT BEFORE JULY 2017 BY COUNTY COUNCIL**

**Responsible Cabinet Member - County Council**

**Reference No:** 14/00020

**Key** Yes

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

**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 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 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](mailto:Katie.stewart@kent.gov.uk)

### **Support documents**

1600120 PROD

1600120 Subnational Transport Board

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Planning, Highways, Transport and Waste</p> <p><b>Reference No:</b> 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</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>17/00044 Step Ahead of the Rest (StAR) Sustainable Travel Revenue Programme</b></p> <p><b>The Decision needed:</b>  To accept the DFT funding to enable the StAR programme to be delivered. Specifically approval is sought to spend the grant in order to:</p> <ul style="list-style-type: none"> <li>• Pay staffing costs associated with delivering the programme</li> <li>• To delegate authority to the Director of Highways Transportation and Waste to procure, award and amend contracts as necessary</li> <li>• Make grants to transport operators, community interest companies and businesses in accordance with agreement procedures.</li> </ul> <p>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.</p> <p>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</p> <p>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.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet Member for Planning, Highways, Transport and Waste</p>

<p><b>Date:</b> Not before June 2017</p> <p><b>Reason if Key Decision</b> An EQIA will be carried out</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b> Results from the Active Travel Strategy were used to inform the development of the bid.</p> <p>The Environment and Transport Cabinet Committee will consider the matter at its meeting on 15 June 2017</p> <p>The programme is county-wide and will affect all divisions and Members</p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> 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</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Planning, Highways, Transport and Waste</p> <p><b>Reference No:</b> There are no legal implications.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>16/00145 - Freight Action Plan for Kent</b></p> <p><b>The Decision needed:</b></p>

The Cabinet Member will agree a Freight Action Plan for Kent.

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.

## **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**

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.

### **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 Environment and Transport Cabinet Committee considered and endorsed the proposed decision at its meeting of 15 June 2017.

In addition a public consultation was held in January 2017.

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

### **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.

### **Support documents**

Item 9 1 FAP - Final

App A - Freight Action Plan for Kent

App B - 4 FAP Consultation Report

**Responsible Cabinet Member** - Cabinet Member for Adult Social Care and Public Health

**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

ur 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 and Public Health

### **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.

Other consultation planned or undertaken:

- 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.

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

**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

**Support documents**

**LONG TERM**

**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](http://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](http://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**

**Responsible Cabinet Member - Cabinet Member for Environment & Transport**

**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:**  
**17/00045 Tonbridge and Malling Transport Strategy**

**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.

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.

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

### **Who is taking the Decision**

Cabinet Member for Environment & Transport

### **Date:**

Not before February 2018

### **Reason if Key Decision**

none

### **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.

The Environment & Transport Cabinet Committee will consider this matter on 31<sup>st</sup> January 2018 (subject to progress with T&M Local Plan).

## **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 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 <b>Reference No:</b> 13/00095 <b>Key</b> Yes
<b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b>
<b>Title:</b> <b>Disposal - Residential Land adjoining Great Clayne Lane Farm, Gravesend.</b>  <b>The Decision needed:</b> 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.
<b>Section 2 – Who is taking the final decision and when</b>
<b>Who is taking the Decision</b> Cabinet Member for Corporate & Democratic Services  <b>Date:</b> Not before October 2015  <b>Reason if Key Decision</b> Financial criteria is likely to be exceeded  <b>Reason if this decision has been delayed/withdrawn from a previous plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<b>Consultees</b>  Local Members Colin Caller and Jane Cribbon will be consulted before the decision is taken and all members of the council notified.
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<b>Your name, Your Service, Your phone number and email address:</b> Lead officer: Rebecca Spore Director of Property & Infrastructure Support Tel: 01622 - 221151

E-Mail: rebecca.spore@kent.gov.uk

**Support documents**

**Responsible Cabinet Member** - Cabinet Member for Corporate & Democratic Services

**Reference No:** 14.00022

**Key** Yes

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

**Title:**  
**Former Shepway Resource Centre, Folkestone - Disposal**

**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 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 27<sup>th</sup> 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

**Key No**

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

**Title:**

**Eden Centre Lease**

**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.

---

**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.**

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.



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.

Risks identified are:

- 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**

**Who is taking the Decision**

**Date:**

**Reason if Key Decision**  
Not a 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 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.

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

**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

Barbara Cooper, Director of Economic Development. Tel no 01622 221856, Barbara.cooper@kent.gov.uk

**Support documents**

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