



## **FORWARD PLAN OF DECISIONS**

**24 April 2019 - 31 August 2019**

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

A handwritten signature in black ink, which appears to be "P. Carter", written in a cursive style.

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 23 MAY 2019 BY CABINET MEMBER**

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

**Reference No:** 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.

**Key** Yes

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

**Title:**  
**19/00043 - Basic Need Programme Update and Proposed Process for School Organisation Proposals**

**The Decision needed:**  
**Proposed decision**

As Cabinet Member for Children, Young People and Education, I propose to:

1. **Revise the approval process for school organisation proposals.**
2. **Reallocate monies within the CYPE capital programme as follows:**
  - a) Wilmington Academy - allocate a further £2m (original decision number 16/00033(e))
  - b) Wilmington Grammar School for Girls - allocate a further £2.8m (original decision number 16/00033(d))
  - c) St John’s Catholic Primary School, Gravesend - allocate a further £2.2m (original decision number 16/00055)
  - d) Seal CE Primary School, Sevenoaks – allocate a further £1.72m (original decision number 15/00093(b))
  - e) Trinity School, Sevenoaks - allocate a further £1m (original decision number 18/00006)
  - f) Craylands Primary School, Dartford – allocate a further £0.55m (original decision number 15/00093(g))
  - g) Harrietsham CEPS – allocate a further £0.6m (original decision number 17/00100)
  - h) The Judd School – allocate £0.4m (original decision number 18/00019)
  - i) Bennett Memorial Diocesan School - allocate a further £1m (original decision number 17/00104)
  - j) St Gregory’s Catholic School - allocate a further £0.8m (original decision number 17/00106)

- k) St Peter's CEPS, Tunbridge Wells – allocate a further £1.0m (original decision number 18/00020)
- l) Chilmington Green PS, Ashford – allocate a further £1.2m (original decision number 17/00056)
- m) River Mill, Dartford Northern Gateway – allocate £1.9m (new decision)

### **Background**

The Cabinet member for Children, Young People and Education will propose a new process to ensure key decisions would be made at a time when robust information is available. This includes costs, deliverability, and timescales in addition to the greater understanding of risk associated with each scheme. Any potential reputational risks to KCC should reduce. Implementation dates can be set with greater certainty, reducing situations where the school and KCC are required to admit pupils ahead of the buildings being available. Importantly schemes which become poor value for money due to high abnormal costs can be reconsidered before KCC is legally committed via a public notice.

The current CYPE Basic Need Programme consists of 79 projects across primary, secondary and special schools ranging from bulge years and expansions through to completely new schools. The current total value of the programme is £302.1m over the period 2018-2021.

The programme has, over the past seven years, been managed such that any cost pressures have been contained within the budget approved by County Council. In order to manage this budget effectively a programme management approach has been adopted which involves CYPE, Infrastructure and GEN2. The present approval process for capital projects can lead to budgets being set at a stage when full cost details are unavailable. This can create a situation where some schemes are delivered at a lower cost than originally anticipated, some are withdrawn for a variety of reasons, and others become more expensive as design and planning stages proceed.

Currently, using the mandate of the approved KCP, officers move individual school organisation proposals forward. Initial feasibility work is carried out to move from an identified pressure, i.e. 1FE within a particular planning area to a proposed solution. Depending upon the point in the annual cycle that this information becomes available, the next iteration of the KCP may name the intended scheme. The proposal next moves to public consultation. This is led by KCC if it relates to a maintained school, or by the trust if an academy or free school. The outcome of consultations, together with estimated capital costs derived from the initial feasibility study, are reported to CYPE Cabinet Committee. The Cabinet Committee's views on the proposal are then considered by the Cabinet Member for CYPE, who decides whether to progress the scheme. In the case of maintained schools this results in a statutory public consultation being issued in the form of a public notice, and in the case of an academy/free school, a decision to make the capital funds available, subject to any decision needed from the Secretary of State. It is this part

of the process we recommend is amended.

The current arrangements result in a decision being made, and public notice issued, based on a high-level budget estimate and an early assessment of timescales for delivery. When the statutory public notice is issued, a “complete proposal” is also produced and published in line with the requirements of Regulations. This sets out the County Council’s commitment to make the funding available to deliver the scheme, and sets the implementation date. The risks of a scheme running over-budget and over-time are significantly greater at this point, than if the key decision was made later in the process.

Implementing a revised decision-making process, will ensure that key decisions are made at a time when robust information is available. This includes costs, deliverability, and timescales in addition to the greater understanding of risk associated with each scheme. Any potential reputational risks to KCC should reduce. Implementation dates can be set with greater certainty, reducing situations where the school and KCC are required to admit pupils ahead of the buildings being available. Importantly schemes which become poor value for money due to high abnormal costs can be reconsidered before KCC is legally committed via a public notice.

The reasons for needing to adjust the budget allocations for the schemes above will be reported to CYPE Cabinet Committee, and these have been taken in to account in the final decision.

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before May 2019

### **Reason if Key Decision**

The proposal to change the sequencing of the decision-making process for school organisation proposals does not present any equalities issues. Equality Impact Assessments were completed for each scheme at the time of the original decisions. It is not envisaged that any changes would be required as a result of the proposals to vary the individual Record of Decisions.

### **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 will be considered by the Children’s, Young People

and Education Cabinet Committee on 7 May 2019.

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

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

The basic need programme has, over the past seven years been managed such that any cost variations have been contained within the budget approved by County Council. In order to manage this budget effectively, a programme management approach has been adopted by GEN2/Infrastructure in liaison with CYPE. This approach has enabled the £17.12M of pressure generated by the increasing costs of the schemes identified above to be contained within existing programme budget. Some of the potential additional costs identified may prove to be revenue rather than capital in nature. If these costs materialise and prove to be revenue rather capital then work will be undertaken to manage this.

**Support documents**

**NOT BEFORE 30 APRIL 2019 BY CABINET MEMBER**

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

**Reference No:** N/A

**Key** Yes

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

**Title:**

**19/00031 - Increase in the designated number at The Elms School, Dover**

**The Decision needed:**

Background:

The Elms School is a good school designated for 96 pupils with behaviour and learning needs. Currently the school has 130 pupils on roll. This number is expected to increase to 158 from September 2019. It is necessary therefore, to regularise this situation and increase the designated number of the school via a statutory process.

Legislation requires that statutory proposals are undertaken where the number of pupils on roll of a special school exceeds its designated number by more than 10%. Therefore, we are proposing to increase the designated number to 158, to regularise the current position and to



increase the number of places available.

Proposed decision:

Increase the designated number of The Elms School, Dover from 96 to 158 places

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

The Equality Impact Assessment is in place. No adverse impacts have been identified at this point.

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

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

### **Consultees**

A consultation will take place in April/May 2019.

The Children's, Young People and Education Cabinet Committee will receive a report on this matter in June 2019.

The view of the local members will be sought as part of the consultation.

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

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

The Elms School will receive the funding for the pupils in line with the funding allocated to special schools through KCC's funding formula. A feasibility study needs to be undertaken to assess what, if any accommodation will need to be needed to enable the increase in the designated number.

### **Support documents**

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

<p><b>Reference No:</b> The Children Act 2004, as amended by the Children and Social Work Act 2017 placed clear legal obligations on safeguarding partners (local authorities, chief officers of police, and clinical commissioning groups), including statutory time limits within which the new arrangements must be satisfied.</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>19/00035 - New Multiagency Local Safeguarding Arrangements and Child Death Review Arrangements</b></p> <p><b>The Decision needed:</b>  Background information:</p> <p>Under the Children Act 2004, as amended by the Children and Social Work Act 2017, LSCBs, set up by local authorities, will be replaced. Under the new legislation, the three safeguarding partners (local authorities, chief officers of police, and clinical commissioning groups) must make arrangements to work together with relevant agencies (as they consider appropriate) to safeguard and protect the welfare of children in the area. The child death review partners (local authorities and clinical commissioning groups) must set up child death review arrangements.</p> <p>The Working Together 2018 statutory guidance, defines new responsibilities with regard to safeguarding children placed on the three safeguarding partners. The responsibility for this join-up arrangements locally rests with the three safeguarding partners who have a “shared and equal duty” to make arrangements to work together to safeguard and promote the welfare of all children in a local area.</p> <p>The new Kent Children’s Safeguarding Partnership has been developed to deliver the statutory requirements and associated revised mandatory guidance. This partnership will be led by the delegated leaders from each of the safeguarding partners and seeks to safeguard children and promote their welfare. The new partnership will further develop processes to hear the voice of children and their families about what have to say about the services they receive, engage relevant agencies in the safeguarding system and review and improve local practice and better understand local conditions.</p> <p>The proposed decision supports the Strategic Outcome 1 - Children and young people in Kent get the best start in life in e proposed decision meets the objectives of ‘Increasing Opportunities, Improving Outcomes: Kent County Council’s Strategic Statement (2015-2020)’.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b></p>

Cabinet Member for Children, Young People and Education

**Date:**

Not before April 2019

**Reason if Key Decision**

The equalities implications will be set out in the equalities impact assessment which will be placed before Members.

**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 three safeguarding partners have discussed the new arrangements with the LSCB, the Kent and Medway Safeguarding Adults Board and consulted the Cabinet Member. The Cabinet Committee will consider this subject at its meeting in May 2019. The Corporate Management Team has informed the development.

This matter will be considered by the Children's, Young People and Education Cabinet Committee at its meeting on 7 May 2019.

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

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

The full financial impact of the new local safeguarding arrangements is dependent upon the decisions of the new board when it is established. However, the existing partners have made financial commitment which will enable transition to the new arrangements for the requirements placed on the safeguarding partners to be met.

**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:**  
**19/00036 - Proposed changes to Grange Park School, Sevenoaks**

**The Decision needed:**  
Proposed Decision:

The Cabinet Member is asked to agree to:

- a) increase the designated number of places offered from 100 to 150;
- b) alter the lower age range from 11 to 8 (11-19 to 8-19 years); and
- c) establish a 36 place Key Stage 2 satellite facility at the former Stansted CE Primary School site at Malthouse Road, Stansted, Sevenoaks, Kent, TN15 7PH.

(Changes to be implemented from 1st July 2019)

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

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

**Date:**  
Not before April 2019

**Reason if Key Decision**  
An Equality Impact Assessment has been produced and is accessible online via the following link: [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**

In accordance with the Department for Education’s Statutory Guidance (October 2018): Making ‘prescribed alterations’ to maintained schools, there is a need to undertake a formal statutory consultation process.

An education consultation has been completed prior to the cabinet committee, from 25 February – 7 April 2019. Further information is available on the School Consultation webpage: [www.kent.gov.uk/schoolconsultations](http://www.kent.gov.uk/schoolconsultations)

The results of the consultation will be reported to the Children’s, Young People and Education Cabinet Committee at the meeting on 7 May 2019.

The view of the local members will be sought prior to the Cabinet Committee.

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

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

There are no additional capital resource implications anticipated from these proposals.

**Support documents**

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

**Reference No:** KCC will accept the contractual responsibilities for the construction contracts to deliver the new school.

**Key** No

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

**Title:**

**19/00037 - New St Andrew's Primary Free School Contract Approval**

**The Decision needed:**

**Background:**

In July 2016 the Department for Education approved a Wave 11 bid proposed by the Tenax Trust to establish the St Andrew's Primary Free School at Paddock Wood, Tunbridge Wells. The proposed new school will have the capacity for 420 pupils (2 FE) from reception to year 6. The bid also included an estimated 60 nursery places. The Education and Skills Funding Agency (ESFA) is responsible for funding the delivery of the new school.

The ESFA has appointed KCC to act as the Local Delivery Agent (Responsible Body), with Gen2 acting as KCC's Agent. As the Responsible Body, KCC will commit to procuring and delivering the scheme and will be the contracting authority for the purpose of the scheme. As the Responsible Body KCC is also responsible for compliance with all relevant statutory obligations and is required to secure any statutory approvals required to deliver the scheme.

**Proposed decision:**

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

- a) Authorise the Director of Infrastructure, in consultation with General Counsel, to enter into any necessary contracts/agreements on behalf of the County Council;
- b) Authorise the Director of Infrastructure to ensure that the appropriate level of funding is received from the Education Funding Agency to cover the costs of these projects to ensure the Kent County Council does not incur any unforeseen costs; and
- c) Authorise the Director of Infrastructure to be the nominated Authority Representative within the relevant contracts/agreements and to enter into variations as envisaged under the contract terms.

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

**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

**Date:**

Not before April 2019

**Reason if Key Decision**

Tenax Trust and the DfE will have considered the equality impacts of opening a new school as part of their decision making. In respect of this proposed decision, to agree KCC can enter into a contract to deliver the school building, there are no known equalities implications.

**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 does not need to be considered by the Infrastructure Commissioning Board as the proposal is outside of the terms of reference.

Consultation on the proposal to open a new school would be a matter for Tenax Trust and the DfE. Consultation on the building of the school will be limited to that required through the planning process. There is no need for separate consultation on this proposed decision which is to agree KCC can enter into a contract to deliver the school building.

The view of the local members will be sought as part of the building consultation.

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

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

There will be no capital expenditure from KCC for this scheme. The DfE has

allocated funding for the build costs of the school (circa £8.35 million) and this will be secured within a Development Agreement prior to KCC entering any Construction Contract.

### Support documents

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

**Reference No:** N/A.

**Key** Yes

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

**Title:**  
**19/00038 - Increase in the age range and the designated number at Oakley School, Tunbridge Wells**

**The Decision needed:**  
**Background:**

Oakley School is the PSCN school for Tunbridge Wells. Its designated age range is 2-18 years. All other PSCN schools in Kent are designated up to age 19 years (ie include Year 14 - young people who turn 19 during the academic year). Oakley School has established a separate company which is an Independent Specialist College (Oakley College) for young adults aged 19-25 years. This takes young people who are aged 19 (i.e. Year 15). The anomaly of Oakley being the sole PSCN school without provision for Year 14 and the fact pupils have a one-year gap before they can enter Oakley College needs to be addressed.

**Proposed Decision:**

Increase the age range of Oakley School, Tunbridge Wells from 2-18 to 2-19 and increase the designated number from 242-252 places.

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

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

**Date:**  
Not before April 2019

**Reason if Key Decision**  
The Equality Impact Assessment is in place.

<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>
<p><b>Consultees</b></p> <p>A consultation will take place in April/May 2019 with a public notice issues in June/July 2019.</p> <p>The Children’s, Young People and Education Cabinet Committee will receive a report on this matter in June 2019.</p> <p>The view of the local member will be sought as part of the consultation.</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>  Oakley School will receive the funding for the pupils in line with the funding allocated to special schools through KCC’s funding formula. There is no capital expenditure for this proposal.</p> <p><b>Support documents</b></p>

**NOT BEFORE 17 APRIL 2019 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> KCC has a duty to consult on and publish its Post 16 Transport Policy Statement each year. Whilst there is no statutory duty to provide transport for Post 16 Learners there is a duty to consider applications for assistance with transport and to enable access to education. The transport policy sets out how KCC will meet this duty and what learners in special circumstances can expect by way of support.</p> <p><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>19/00017 - Post 16 Transport Policy 2019-20</b></p> <p><b>The Decision needed:</b></p>



There is a legal requirement for post 16 learners to stay in education, training or work-based learning until they reach 18 years of age, and as young adults there is an expectation they will contribute to the cost of their travel in most circumstances. Whilst KCC is not directly funded to support any transport requirements for learners over the age of 16, KCC has made significant financial commitments to Post 16 Transport. There are no planned changes to the Post 16 Transport Policy Statement or this commitment for the 2019/20 academic year. KCCs primary method of meeting its obligation in regard to Post 16 Transport will be through the continued subsidy of the 16+ Travel Saver.

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

Can be found via this link:

[https://consultations.kent.gov.uk/consult.ti/Post16Transport19\\_20/consultationHome](https://consultations.kent.gov.uk/consult.ti/Post16Transport19_20/consultationHome)

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

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

### **Consultees**

A consultation is currently underway and closes on 7 April:

[https://consultations.kent.gov.uk/consult.ti/Post16Transport19\\_20/consultationHome](https://consultations.kent.gov.uk/consult.ti/Post16Transport19_20/consultationHome)

The final decision will be presented to the Children's, Young People and Education Cabinet Committee prior to the decision being taken by the Cabinet Member for Children, Young People and Education.

Members have been informed of the consultation via the Member bulletin and are welcome to submit a response.

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

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

Over £5.4million is spent on 16+ Transport and whilst income from the 16+ Travel Card is just over £1.7million, KCC subsidises Post 16 Travel by an estimated £3,689,800. KCC subsidises approximately 68% of the overall cost of Post 16 Transport, ensuring learners can access their schools and colleges. Your views are therefore important to us and will help KCC Members in making policy decisions about how best to use such funding.

## Support documents

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

**Reference No:** None have been identified at this stage.

**Key** Yes

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

**Title:**

**19/00023 - Proposal to enlarge The Maplesden Noakes School**

**The Decision needed:**

Background:

The Commissioning Plan for Education Provision in Kent 2019-2023 sets out how we will carry out our responsibility for ensuring there are sufficient places of high quality, in the right places, for all learners and this proposal supports that aim to provide sufficient places where they are needed.

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

The Commissioning Plan forecasts indicate a growing demand for Year 7 places in Maidstone from the start of the 2019-20 academic year. The Maidstone Non-Selective Planning Group is forecast to have a deficit of 132 Year 7 places from 2019-20 that increases to a deficit of 365 places by the end of the Commissioning Plan period. This represents significant medium-term pressure for additional Year 7 places, which could not reasonably be met by a Free School in central Maidstone or via additional temporary provision.

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

**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

**Date:**

Not before April 2019

<p><b>Reason if Key Decision</b> An Equality Impact Assessment will be produced and will be accessible on line 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>
<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 matter will be considered by the Infrastructure Commissioning Board on 30 April 2019 or 24 May 2019.</p> <p>An education consultation will be completed by the academy’s Governing Body prior to the Cabinet Committee, as part of the fast track business case process. Further information is available on the School Consultation webpage: <a href="http://www.kent.gov.uk/schoolconsultations">www.kent.gov.uk/schoolconsultations</a></p> <p>The results of the consultation were outlined to the Children’s, Young People and Education Cabinet Committee at the meeting on 28 March 2019.</p> <p>The view of the local member will be sought prior to the Cabinet 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> The total cost is estimated to be in the region of £6.0m from the Basic Need budget. The costs are estimates and these may increase as the project is developed. If, despite value engineering, the cost of the project were to exceed the budget by more than 10% the Cabinet Member would be required to take a further decision.</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <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 issue a public notice.</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>
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**Title:**

**19/00024 - The proposed change of age range of Stone Bay (Community Special) School from 8-19 years to 5-19 years**

**The Decision needed:**

Background Information:

The age-range of Stone Bay (Community Special) School changed from 11-19 years to 8-19 years from September 2017 with the introduction of KS2 classes. The school together with KCC now wish to extend the provision to include all of KS2 (from age 7) and KS1 (from age 5) in order to meet local demand.

Options:

The Headteacher and Governing Body fully support the proposal and feel very strongly that there is a need for a KS1 class in Stone Bay School as other special schools in the area are at capacity. Stone Bay is a specialist provision that provides for children who have a diagnosed autistic spectrum disorder, profound, severe and complex needs and additional comorbidities.

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

**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

**Date:**

Not before April 2019

**Reason if Key Decision**

An Equality Impact Assessment is attached and will also be accessible online via the following link: [www.kent.gov.uk/schoolconsultations](http://www.kent.gov.uk/schoolconsultations) at the start of the consultation.

**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**

This matter will be considered by the Infrastructure Commissioning Board on 30 April 2019 or 24 May 2019.

A four week public consultation took place between 04 March and 01 April 2019.

At the end of the consultation period, a report will be provided for the Children's, Young People and Education Cabinet Committee on the outcome of the consultation. Because of the timescale involved to enable the school to establish a KS1 class from September 2019 (if agreed), the public notice would need to be published at the end of April/beginning of May. Therefore, the decision will need to be taken by the Cabinet Member in April, outside of Committee Meeting.

A report with details of the proposal and statutory timeline for consultation were provided at the Children's, Young People and Education Cabinet Committee meeting on 28 March 2019.

The views of the local Member will be included in the report to Cabinet Committee and Cabinet Member at the end of the consultation period.

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

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

It is expected that the project will require minimal internal works to provide the facilities for younger children and the current estimated cost is £1,750.

##### **Support documents**

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

**Reference No:** N/A

**Key** Yes

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

##### **Title:**

**19/00025 - Increase in the designated number at The Beacon Folkestone**

##### **The Decision needed:**

Background Information:

The Beacon Folkestone is an outstanding special school in Folkestone, designated to accommodate 336 pupils with Profound, Severe and Complex Needs. As of January 2019, it had 369 pupils on roll. As part of the proposal The Beacon Folkestone intend to locate a satellite class at Castle Hill Community Primary School for up to 10 Key Stage 2 children. This will open from September 2019 within accommodation presently available.

Legislation requires that statutory proposals are undertaken where the number of pupils on roll of a special school exceeds its designated number by more than 10%. Therefore, we are proposing to increase the designated number to 380, to regularise the current position and to increase the number of places available.

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

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

**Date:**  
Not before April 2019

**Reason if Key Decision**  
The Equality Impact Assessment is in place. No adverse impacts have been identified at this point.

**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**

There is no need for the proposal to be considered by the Infrastructure Commissioning Board as the proposal is outside the terms of reference.

A consultation took place between 01 February 2019 and 08 March 2019.

The report was presented to the Children’s, Young People and Education Cabinet Committee on 28 March 2019.

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

**Your name, Your Service, Your phone number and email address:**  
The Beacon Folkestone will receive the funding for the pupils in line with the funding allocated to special schools through KCC’s funding formula. Additionally, minor alterations are required to the accommodation at Castle Hill Community Primary School to facilitate the Satellite. The anticipated cost of these is £30,000 and will be met from the SEN revenue budget.

**Support documents**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> The local authority has a statutory duty under the Chapter III of the Education Act 1996 to ensure sufficient school places are available for any Kent child who requires one.</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>19/00026 - A Proposal to permanently expand the Secondary provision at Saint George's Church of England School, Gravesend, from a PAN of 180 to 210 for September 2020.</b></p> <p><b>The Decision needed:</b>  Background Information:</p> <p>The Gravesham district section of the Kent Commissioning Plan for Education Provision 2019-23 has identified pressure for Year 7 places in the Gravesham area. The Commissioning Plan identified a need to provide up to 90 additional places in the planning area from September 2019., with further forms of entry required to come online over the next 4-5 years. The expansion of Saint George’s Church of England School supports the increases required in future years.</p> <p>For 2020, the school will be able to accommodate an additional 30 year 7 places, but for 2021, permanent building works will be required to ensure an increased cohort can continue to be accommodated.</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 April 2019</p> <p><b>Reason if Key Decision</b>  A full impact assessment has been carried and will be published with the CYPE Cabinet Committee papers.</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>

This matter will be considered by the Infrastructure Commissioning Board on 30 April 2019 or 24 May 2019.

The Academy Trust will be running their own consultation on the matter as they are their own admissions authority.

The final decision was presented to the Children's, Young People and Education Cabinet Committee on 28<sup>th</sup> March 2019.

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

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

The School has already been successful in securing CIF funding from the ESFA for the demolition of a teaching block on the school site. The ESFA have now agreed to vary the scheme to enable this expansion to proceed. Therefore, the CIF funding of £3.7m will be combined with the KCC contribution of £2.6 million to meet the anticipated scheme cost of £6.3 million.

##### **Support documents**

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

**Reference No:** N/A.

**Key No**

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

**Title:**

**19/00028 - Expansion of Palmarsh Primary School**

**The Decision needed:**

Background Information:

In January 2017 permission was agreed to release £2,200,000 from the Education and Young People's Services Capital budget to enable Palmarsh Primary School to expand to 1FE. It was understood that this would be the first phase of a gradual expansion to 2FE.

The first phase of the expansion would provide 3 new classrooms, a new entrance off Jubilee Close, offices and car parking with further classrooms being added in later phases.

Planning permission for the first phase of the expansion has been achieved. However, in order to secure the said planning permission significant



adaptations needed to be made increasing the capital costs to £2,600,000.

Options:

Consideration has been given as to how we can scale back the first phase of the expansion plans, ensuring there is: is sufficient high quality classroom space for the school to expand to 1FE; provision of a new entrance off Jubilee Close; increased car parking and the completion of agreed s278 works.

Sufficient classroom space could be achieved via the removal of an old mobile classroom and replacing this with a new two classroom mobile unit. The new offices and permanent classrooms could be delivered in a later phases as an when there is a need for second FE of provision. The total costs for the mobile classrooms, new entrance off Jubilee Close, car parking and s278 works would be in the region of £700,000.

A variation to the present planning permission will be required if this was to proceed.

Proposed decision:

The Cabinet Member for Children, Young People and Education is asked to release £625,000 of the £2,200,000 already agreed from the Children, Young People and Education Capital budget to expand Palmarsh Primary School to 1FE.

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

The Equality Impact Assessment is in place. The variation in plans will not impact on the judgements in the EqIA.

### **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**

This matter will be considered by the Infrastructure Commissioning Board on 30 April 2019 or 24 May 2019.

A consultation on expanding to 1FE was undertaken in 2016, as there is no

change to this decision further consultation is not required.

The report will be submitted to the Children's, Young People and Education Cabinet Committee meeting on 28 March 2019.

The view of the local member will be sought prior to the Cabinet Committee meeting.

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

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

£1,200,000 has been secured in developer contributions of which £887,000 has been paid so far. The estimated costs for the mobile classrooms, new entrance, carparking and s278 works would be in the region of £700,000. The School will put the £75,000 towards this from their capital funding with the rest coming from the Children, Young People and Education Capital budget. The School will receive increased funding through the Delegated Budget. The rising roles will be protected in line with KCC Growth Funding Policy. Revenue funding will also be allocated to enable the School to resource one of the classrooms. At present that is at a value of £6,000.

##### **Support documents**

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

**Reference No:** N/A.

**Key** Yes

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

**Title:**

##### **19/00029 - Expansion of Sellindge Primary School**

##### **The Decision needed:**

Background Information:

In 2016 it was agreed that Sellindge Primary School would be expanded by 0.5FE taking the school to 1FE. This was due to a new housing development of 250 homes opposite Sellindge Primary School. The developer committed to provide additional land for the School to enable the building to expand, plus £836K in financial contributions.

Since the paper was presented, further development in the Village has been consented which will require the school to expand further in order to ensure sufficient primary places. This development is to provide £528,000 towards the expansion. Additionally, the school is close to the proposed

garden town of Otterpool Park (10,000 homes). If consented, the school is likely to be the only option for expansion to support the schooling needs of this community ahead of any school being built. The school is likely, therefore, to need to be expanded to 2FE in the future.

**Options:**

In order to meet the anticipated future demands and to secure best value for money it is proposed that the School is expanded in 2 phases. First through the provision of six classes. Second, the creation of a second storey of six class on top of the first phase. This would take the School to 2FE.

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

**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

**Date:**

Not before April 2019

**Reason if Key Decision**

The Equality Impact Assessment is in place. No adverse impacts have been identified at this point.

**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**

This matter will be considered by the Infrastructure Commissioning Board on 30 April 2019 or 24 May 2019.

A consultation on expanding the school to 1FE was undertaken in 2016.

A report was submitted to the Children's, Young People and Education Cabinet Committee on 28 March 2019.

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

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

£1,500,000 from the Children, Young People and Education Capital budget will be required to enable the first phase, a six-classroom block, to be added to the School. £39,389 is available currently from developer contributions with a further £1,377,885 plus indexation due.

**Support documents**

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

**Reference No:** NA

**Key** Yes

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

**Title:**

**19/00032 - Revocation of a decision to expand Deal Parochial Church of England Primary School**

**The Decision needed:**

Background Information:

In January 2017 the Cabinet Member agreed to the expansion of Deal Parochial Primary School by 1FE, with effect from 1 September 2018. The decision was subject to planning permission being obtained. The expansion of the school was intended to add capacity and address the need for places as forecast in the 2017-21 Commissioning Plan for Education Provision in Kent, together with demand from consented housing developments.

In April 2018 a decision was taken to delay the expansion of the school and the associated change in published admissions number until September 2020. This was due to less demand for primary places than previously forecast. Forecasts now suggest that there will be sufficient primary school places throughout the forecast period (2019-20 to 2022-23). Therefore, the planned expansion will not need to go ahead, and we would recommend that the decision to expand is formally revoked.

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

**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

**Date:**

Not before April 2019

**Reason if Key Decision**

The Equality Impact Assessment is in place. No adverse impacts have been identified at this point as we forecast sufficient primary school places in Deal for the foreseeable future.

**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**

This matter does not need to be considered by the Infrastructure Commissioning Board because the proposal is outside the terms of reference.

A consultation on the planned expansion took place in 2016. No consultation will be needed if the decision is revoked, however all stakeholders will be fully informed.

A paper was presented to the Children's, Young People and Education Cabinet Committee on 28 March 2019.

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

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

Developer contributions of £950,000 are anticipated but have not yet been received. All will be held to support future expansion. £2,850,000 committed from the Children's, Young People and Education Capital budget will therefore be available to support the wider CYPE capital programme of which £42,372 has been spent so far on the feasibility work, minor alterations to Year R toilets and project management fees.

**Support documents**

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

**Reference No:** If any, these would have been contained in the report to Children's, Young People and Education Cabinet Committee on 28 March 2019.

**Key No**

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

**Title:**

**19/00033 - Increase in the designated number of specialist places at Whitfield Aspen Primary School**

**The Decision needed:**

Background Information:

In 2016 it was agreed that Whitfield Aspen Primary School would be expanded by 1FE taking the school to 3FE across two sites. Ultimately the school will

expand to 4FE. This was to support new housing within the Whitfield Urban Expansion.

Whitfield Aspen Primary School hosts a specialist resource provision (SRP) for pupils with Profound, Severe and Complex Needs (PSCN). It is the sole provision for primary aged pupils of this need type in the District. As part of the 2016 proposal, it was agreed to increase the designated number to 96 places. Since that time further places have been commissioned to support the demand for primary PSCN provision across the District. As of January 2019, there were 110 pupils on roll in SRP. We now need to regularise the current position and increase the designated number to 112 in order to comply with legislation.

There is sufficient classroom space to accommodate the pupils within the present main site, and once opened, the satellite site.

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

The original Equality Impact Assessment has been reviewed and no changes were needed.

<https://consultations.kent.gov.uk/consult.ti/GrangeParkSchool/consultationHome>

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

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

### **Consultees**

This matter does not need to be considered by the Infrastructure Commissioning Board because the proposal is outside the terms of reference.

A consultation took place in March 2019.

This matter was presented to the Children's, Young People and Education Cabinet Committee on 28 March 2019.

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

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

Whitfield Aspen Primary will receive funding for the pupils at a rate of £10,000 per pupil plus additional 'top up' funding in line with KCC policy. A Record of

Decision was taken on 17 May 2016 in respect of the satellite building, allocating £7,990,000 from the Children, Young People and Education Capital budget. No further funding will be requested for this proposal.

### **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 for Children, Young People and Education on the Competition outcomes. As part of the approval from the Secretary of State the bid is subject to specific conditions which KCC have to formally agree. The DfE outcome letter together with Annex 2 is embedded below.

**Key** Yes

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

**Title:**

**19/00034 - Establishment of a New Special Free School on The Isle of Sheppey (successful bid to DfE in Wave14)**

**The Decision needed:**

Background Information:

A new proposed Special Free School will provide 120 places for Secondary aged pupils with Social, Emotional and Mental Health difficulties with ASD and will help to secure our ambition “to ensure that Kent’s young people have access to the education, work and skills opportunities necessary to support business to grow and be increasingly competitive in the national and international economy” as set out in ‘Increasing Opportunities, Improving Outcomes: Kent County Council’s Strategic Statement (2015-2020)’.

The Commissioning Plan for Education Provision in Kent 2019-23 sets out how we will carry out our responsibility for ensuring there are sufficient places of high quality, in the right places, for all learners and this proposed new Special Free School supports that aim to provide sufficient places where they are needed.

KCC’s SEND Strategy 2017-2019 includes the aims to:

- Have a well-planned continuum of provision from birth to aged 25 that meets the needs of children and young people with SEND and their families.

- Improve transition planning.

KCC have been successful in their bid to the DfE through a wave 14 application for funding for a new special free school on the Isle of Sheppey.

Currently there is no special school on the Isle of Sheppey, therefore students requiring a special school place are transported off the island to a combination of maintained special school provision in Maidstone and Sittingbourne and costly independent provision. A new secondary special free school on the Isle of Sheppey will substantially reduce costs of SEN transport and independent provision.

Proposed Decision:

The Cabinet Member for Children, Young People and Education is asked to agree that a Free School Presumption Competition process can commence, for a new Special Free School on the Isle of Sheppey.

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

An Equality Impact Assessment is attached.

### **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 early consultation with the community will take place during the competition period and a further detailed consultation will take place once the sponsors have been confirmed.

The views of the local Members will be sought during the early consultation with the community during the competition period and a further detailed consultation will take place once the sponsors have been confirmed. The local Members are aware of the bid that has been submitted.

This matter will be considered at the Children's, Young People and Education Cabinet Committee meeting on 28 March 2019.



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

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

The cost of capital build for the school will be met by the DfE through wave 14. KCC will commission the places at the proposed new school and based on current agreed rates would expect to pay £19,113 per pupil. The proposed school would be situated on a site owned by KCC. This land is part of the former Danley Middle School site, next to the new Halfway Houses Primary School. As part of the acceptance of the conditions of the successful, KCC will be required to provide the site on a 125 year lease and will also be expected to meet any abnormal costs relating to access works or any section 278 costs which may be imposed. These costs are not available at this stage of the project.

**Support documents**

**NOT BEFORE 27 MARCH 2019 BY CABINET MEMBER**

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

**Reference No:** There are no additional legal implications from the proposed amendments.

**Key No**

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

**Title:**

**19/00020 - Joint Transportation Board - Revised Agreement**

**The Decision needed:**

To adopt the revised JTB Agreement.

- Background

Joint Transportation Boards between KCC and the District/Borough Councils were established in 2005 to facilitate discussion and co-operation on local highway and transportation issues. Underpinning the JTBs is a legal agreement signed by KCC and each District/Borough.

- Options

The current Agreement terms allow for the Agreement to be reviewed every four years or at the instigation of the Kent County Council Corporate

Director responsible for Highways and Transportation and amended by agreement between the parties if necessary as a consequence of any review.

## **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 March 2019

### **Reason if Key Decision**

There are no additional equality or data protection implications from the proposed amendments.

### **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 will be considered at the Environment and Transport Cabinet Committee on 19 March 2019.

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

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

There are no additional financial implications from the proposed amendments.

### **Support documents**

1900020 - PROD

1900020 - JTB Agreement - Report

1900020 - Appendix B - Revised JTB Agreement

1900020 - Appendix C - Current JTB Chair

**NOT BEFORE 6 MARCH 2019 BY CABINET MEMBER**

**Responsible Cabinet Member** - Children's, Young People and Education Cabinet Committee

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

**Key Yes**

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

**Title:**

**19/00015 - Proposal to amalgamate St James' Church of England Voluntary Aided Infant School and St James' Church of England Junior School**

**The Decision needed:**

The Cabinet Member for Children, Young People and Education is proposing to agree to:

- amalgamate St James' Church of England Voluntary Aided Infant School and St James' Church of England Junior School, Sandrock Road, Tunbridge Wells, TN2 3PR by 1 September 2019;
- authorise the Director of Infrastructure in consultation with General Counsel to enter into any necessary contracts/ agreements on behalf of the County Council; and
- authorise the Director of Infrastructure to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts.

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

**Who is taking the Decision**

Children's, Young People and Education Cabinet Committee

**Date:**

Not before March 2019

**Reason if Key Decision**

An Equality Impact Assessment will be produced and will be accessible on line via the following link: [www.kent.gov.uk/schoolconsultations](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 proposed decision will be considered at the Children's, Young People and Education Cabinet Committee on 28 March 2019.

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

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

There are no capital financial implications as this proposal

**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.

**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:**

Not before August 2018

**Reason if Key Decision**

An Equality Impact Assessment will be completed as part of the consultation.

<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>
<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>
<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 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 FEBRUARY 2018 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member - Cabinet Member for Community and Regulatory Services</b></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>
<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>17/00135 - 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> <p>Yes this has gone out to consultation and the closing date is: 20<sup>th</sup> December 2017.</p> <p>We consulted:-</p> <ol style="list-style-type: none"> <li>1. All of our site residents households across all affected sites</li> <li>2. All affected district and borough councils specifically the Housing Benefit Departments x 6</li> <li>3. Friends Families and Travellers (G&amp;T Advocate Group)</li> <li>4. KCC online consultation for all interested parties</li> </ol> <p>This will go to the Environment and Transport Cabinet Committee on 31<sup>st</sup> January 2018</p> <p>All Divisions are affected.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>

**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 2018 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.

<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b> Deputy Leader and Cabinet Member for Finance and Traded Services</p> <p><b>Date:</b> Not before January 2018</p> <p><b>Reason if Key Decision</b> No equalities implications – whole Kent provision.</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 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.</p> <p>The interim contract will be discussed by the Health Reform and Public Health Cabinet Committee on 24 January 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 value of the proposed interim contract is up to £1.46M (£730k pa) for the period 1 April 2018 to 31 March 2020.</p> <p><b>Support documents</b></p>

**NOT BEFORE OCTOBER 2017 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>
<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>17/00094 - Disposal of Land East of Great Chart Primary School, Singleton</b></p> <p><b>The Decision needed:</b>  Approval to the Director of Infrastructure to progress with and enter into the necessary documentation to complete the disposal of the aforementioned property in consultation with the Cabinet Member for Corporate and Democratic Services. The Decision will seek legal agreements to be actioned to complete the sale of the relevant properties.</p>
<p><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 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>  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</b> Yes</p>
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<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>17/00084 - (Phase 2) A274 Sutton Road, Maidstone at its junction with Willington Street</b></p> <p><b>The Decision needed:</b>  The Willington Street Junction Improvement Scheme is to help reduce congestion on the Sutton Road corridor on the A274 strategic route. Public engagement on the revised scheme layout will be carried out during August 2017, a report will be presented to advise the feedback and potential amendments including any related mitigation measures.</p> <p>The scheme supports policy objectives of supporting existing businesses and encouraging economic activity with housing growth and job creation by reducing congestion and improving infrastructure and accessibility.</p>
<p><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 October 2017</p> <p><b>Reason if Key Decision</b>  None - detailed scheme design will consider equalities 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>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>
<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 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>

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**LONG TERM**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate and Democratic 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>Lawn Primary School, Gravesend - New Playing Field</b></p> <p><b>The Decision needed:</b> 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.</p> <p>-----</p> <p>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.</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> Before January 2018</p> <p><b>Reason if Key Decision</b> This decision is considered as a key decision owing to the length of the lease, in accordance with the Council's Property Management Protocol</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</b></p>

<b>Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>The proposed Cabinet Member decision will be considered by the Property Sub-Committee at its meeting scheduled 27 March 2015</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>  Lead officer: Kahren Knott – Estates Surveyor, Property &amp; Infrastructure Support  03000 416356  kahren.knott@kent.gov.uk  Lead Director: Rebecca Spore – Director of Property &amp; Infrastructure Support  03000 416716  Rebecca.spore@kent.gov.uk</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member - Cabinet Member for Children, Young People and Education</b></p> <p><b>Reference No:</b> 16/00101</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>16/00101 - Proposal to expand Marden Primary School</b></p> <p><b>The Decision needed:</b>  The Cabinet Member for Children, Young People and Education will be asked to agree to:</p> <ol style="list-style-type: none"> <li>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</li> <li>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)</li> </ol> <p>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</p>

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**

**UPDATE AWAITED**

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

**Reference No:** 13/00095

**Key** Yes

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

**Title:**

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

**The Decision needed:**

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

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

**Who is taking the Decision**

Cabinet Member for Corporate & Democratic Services

**Date:**

<p>Not before October 2015</p> <p><b>Reason if Key Decision</b> Financial criteria is likely to be exceeded</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>Local Members Colin Caller and Jane Cribbon will be consulted before the decision is taken and all members of the council notified.</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> Lead officer: Rebecca Spore Director of Property &amp; Infrastructure Support Tel: 01622 - 221151 E-Mail: rebecca.spore@kent.gov.uk</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate &amp; Democratic Services</p> <p><b>Reference No:</b> 14.00022</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>Former Shepway Resource Centre, Folkestone - Disposal</b></p> <p><b>The Decision needed:</b> <b>LATEST UPDATE:</b> 19/05/2014 - Decision due date changed from 18/02/2014 to 01/08/2014. <b>REASON:</b> 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</p>

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.

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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**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate &amp; Democratic 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>Sandwich Highways Depot</b></p> <p><b>The Decision needed:</b> <b>Update 09/03/2015:</b> <b>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.</b></p> <p><b>Latest Update:</b> 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.</p> <hr/> <p>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.</p> <p>To seek approval to identify and progress with the acquisition of a new site for the service.</p> <p>The Director of Property and Infrastructure Support will be authorised to finalise terms for both the disposal and acquisition of a new site.</p> <p>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.</p> <ul style="list-style-type: none"><li>• 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.</li><li>• 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.</li><li>• 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.</li></ul>

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**

<b>Key No</b>
<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>Eden Centre Lease</b></p> <p><b>The Decision needed:</b>  <b>LATEST UPDATE:</b>  19/05/2014 - Decision due date changed from 01/03/2014 to 01/01/2015.  <b>REASON:</b> The decision remains at the earliest stages of investigation and options appraisal. A further review will take place in January 2015 when a decision pathway will be identified and the proposed decision updated further.</p> <p>-----</p> <p><b>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.</b></p> <p>The proposal directly links to Bold Steps for Kent, putting the citizen in control, building new partnerships and providing a new fit for purpose building to deliver Library and FSC services in conjunction with other partners such as the Citizen’s Advice Bureau and House (West Kent Action), to support Kent’s more vulnerable citizens.</p> <p>The impact of the decision will be that KCC will have less control of the management and operation of the centre as they would become the responsibility of a third party.</p> <p>Risks identified are:</p> <ul style="list-style-type: none"> <li>• Reliance on the professionalism of the trustees to deliver a successful facility, agreeing with all partners a financial model for the charitable vehicle</li> <li>• Reputational damage to KCC if the charitable vehicle were to fail</li> <li>• Obtaining buy in from all community groups in occupation to form trust</li> <li>• Untried and untested model</li> <li>• Level of income generation from the centre which could go to the charitable vehicle is currently unknown as a new facility</li> <li>• Continued KCC ownership of a non-core asset</li> <li>• 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).</li> </ul>
<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b></p> <p><b>Date:</b></p> <p><b>Reason if Key Decision</b> Not a key decision</p>

<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>
<p><b>Consultees</b></p> <p>The Eden Church, Citizen's Advice Bureau, House (West Kent Action), Edenbridge Library and FSC as partners in the centre. It is expected that representatives from all of these occupier groups will be represented by the charitable vehicle trustees, along with Sevenoaks District Council and Edenbridge Town Council.</p>
<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>  Rebecca Spore - Director of Property &amp; Infrastructure Tel no 01622 22115,  Rebecca.spore@kent.gov.uk</p> <p>Barbara Cooper, Director of Economic Development. Tel no 01622 221856,  Barbara.cooper@kent.gov.uk</p>
<b>Support documents</b>

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