



## **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
Mrs Clair Bell	Cabinet Member for Adult Social Care and Public Health
Miss Susan Carey	Cabinet Member for Customers, Communications and Performance
Mr Mark Dance	Cabinet Member for Economic Development
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 26 JULY 2019 BY CABINET MEMBER**

<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>
<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>19/00050 - A20 Coldharbour Roundabout Improvement</b></p> <p><b>The Decision needed:</b> Approval to take the highway improvement through the next stages of development and delivery including authority to progress statutory orders and to enter into funding and construction contracts.</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 July 2019</p> <p><b>Reason if Key Decision</b> None – detailed scheme design will consider equalities aspects. A screening report has been completed and a full EqIA developed.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed decision will be considered at the Environment and Transport Cabinet Committee on 16 July 2019.</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> None</p>

**Support documents**

**NOT BEFORE 23 JULY 2019 BY CABINET MEMBER**

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

**Reference No:** The Cabinet Committee report will set out the detailed legal implications associated with both hosting the RAA model and becoming a partner within the new regional arrangement. These will include but not be limited to: Implications of the TUPE transfer / or secondment of staff into Kent County Council, Indemnities and liabilities, Assets, Hosting implications and costs of hosting, Various other implications associated with entering into a formal partnership agreement.

**Key** Yes

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

**Title:**  
**19/00047 - Regional Adoption Agency - Kent County Council, London Borough of Bexley & Medway Council**

**The Decision needed:**

**Background**

In March 2016, the government announced changes to the delivery of adoption services setting a very clear direction that all local authorities' adoption services must be delivered on a regionalised basis by 2020.

The proposal is for a new Regional Adoption Agency (RAA) to be created through combining the adoption services for the three authorities of Kent, London Borough of Bexley and Medway. These agencies wish to build on the success of their existing services to improve performance in meeting the needs of children who require permanence through adoption, by bringing together the best practice from each authority within the RAA. It is proposed that Kent will be the lead authority and the host for the RAA.

Reports on the development of an RAA across Kent, Bexley and Medway have previously been presented to Children's Social Care & Health Cabinet Committee on 6<sup>th</sup> September 2016 and to CYPE Cabinet Committee on 7<sup>th</sup> September 2017. CYPE Cabinet Committee was asked to ENDORSE in principle the proposal to enter into formal dialogue with Medway Council and the London Borough of Bexley with a view to

establishing a Regional Adoption Agency.

A report is being presented to CYPE Cabinet Committee on 28<sup>th</sup> June 2019 which builds on the formal conversations that have been taking place between the 3 local authorities since September 2017 by moving the project into a detailed design phase with ultimate, final sign off on the model to take place in September 2019.

**Proposed Decision to be taken by the Cabinet Member for Children, Young People and Education:**

To develop a Regional Adoption Agency model in collaboration with London Borough of Bexley and Medway Council which will be established in line with the government programme.

**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 July 2019

**Reason if Key Decision**

The Cabinet Committee report will include an Equalities Impact Assessment.

**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 strategic and service leads for adoption across the region have been engaged through monthly executive boards.

The project manager and service leads have begun early consultation work with adoption staff to gain feedback and input into the emerging model.

Formal consultation with adoption staff, through a joint change management procedure, is currently planned to take place as soon as possible after the formal decisions are made in each of the local authorities.

This matter will be discussed at the Children's, Young People and Education Cabinet Committee meeting on 28<sup>th</sup> June 2019.

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

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

The overall model of delivery will cost no more than the current cost of services collectively across the region. Each local authority will be asked to

contribute no more than its current budget for delivering adoption services. Kent County Council's 2018-19 Adoption budget was £2,905,500 and further financial modelling work is being undertaken to analyse current budgets and, therefore, this figure may change slightly in the final Cabinet Committee report; however, the principal of no spend above current, agreed budgets will still apply. The RAA will aim to move from current spend to an activity led spending model by year 4 of implementation. The full business case will set out the phased approach to moving from current spend to activity led spend.

### **Support documents**

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

**Reference No:**

**Key** Yes

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

**Title:**

**19/00048 - Release funding for Phase 2 of the works to change the age range of Saint George's Church of England School to create an all-through school for pupils aged 4 to 19 from September 2019**

**The Decision needed:**

**Reason(s) for decision:**

The original build was planned to be phased with the intention being that Phase 1 would provide a 2FE infrastructure core build with 1FE of accommodation for 2018, with the second FE being produced for 2021. However due to delays through the planning process the first FE will now open in September 2019.

Due to pressures on the CYPE capital budget at the time of agreeing this scheme it was agreed the that scheme would be phased to aid cash flow, whilst recognising that this could ultimately increase the overall cost of the scheme. However, to ensure costs do not escalate further by continuing to delay the production of the second FE, the advice from Gen2 is that it would be more beneficial to the school in terms of reducing disruption to its operation and financially advantageous to build Phase 2 while the construction plant and builders are on site, rather than producing a new build some time further in the future.

There have been significant planning issues:

- Two ransom strips have been identified, one belonging to Colyer Ferguson Trust and one to Gravesham Borough Council. Both took some time to be resolved.
- There have been challenging highways issues with a new access being created off a local residential road.
- The land has required some grading as the whole site slopes upward to the south.

**Proposed decision:**

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

- Allocate £2,500,000 from the Children, Young People & Education Capital Budget to fund any necessary works or variations to accommodation for Phase 2 of the age range expansion project at St George's Church of England School.
- Authorise the Director of Infrastructure in consultation with the General Counsel to enter into any necessary contracts/ agreements on behalf of the County Council.
- Authorise the Director of Infrastructure to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts.

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

**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

**Date:**

Not before July 2019

**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**

**Has this matter been considered by the Infrastructure Commissioning Board (ICB)?**

The phase 2 scheme has already been presented to the Strategic Commissioning Board and it has been confirmed that the required funding

for phase 2 is included within the planned CYPE capital programme.

**Is any consultation planned or has already been undertaken?**

The Academy carried out a consultation prior to the original decision. The result was that the governors agreed to proceed with the project.

**Has this proposal been to cabinet committee?**

Yes. On 1st February 2017, the decision of the Education and Young People's Services Cabinet Committee, was to recommend that St George's CE School should expand, by virtue of a change of age range, taking pupils age range of reception to Year 6.

The original Record of Decision (17/00011) agreed to allocate £7.1m from the CYPE Capital Budget to fund the first phase of the build.

The Children and Young People's Cabinet Committee will be considering this decision at their meeting on 28 June 2019.

**Which Divisions / Local Members are particularly affected?**

Northfleet & Gravesend West, Dr Lauren Sullivan & John Burden

**Have views been sought from local Members?**

Yes. Mr Burden and Dr Sullivan have been informed and officers were able to provide Dr Sullivan with some clarifications on the project. Any views submitted will be reported to the Cabinet Committee.

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

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

**Support documents**

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

**Reference No:**

**Key** Yes

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

**Title:**

**19/00049 - Approve a change to the age range of Seal Church of England Primary School, Zambra Way, Seal, Sevenoaks, Kent TN15 0DJ site to include nursery provision for 2, 3 and 4**

## **year old children from September 2019**

### **The Decision needed:**

#### **Background:**

At present, Seal Village Pre-School is located on the site of Seal Church of England Primary School and the majority of their children feed into the school through the KCC admission policy. The proposal was that the Seal Village Pre-school become part of the school and is run as a maintained pre-school within Seal Church of England Primary School.

The pre-school has access to the grounds, however becoming part of the school would mean they have improved and increased access to all facilities within.

The school offers extensive CPD to staff and would aim to continue to develop the staff within the current pre-school. Through this new arrangement, the children within the pre-school would be given Forest School as part of their Early Years curriculum offer, along with the use of the school's technology, resources and facilities. There would be greater transition for children from pre-school into Foundation Stage as they would be situated in a classroom next door within the main building. The pre-school would be located within the new building planned to be built this year and this will give the children more space and a nicer environment in which to thrive.

There is no capital cost to KCC. The Pre-School will be governed by the school's governing body and members of the current management committee will be invited on to the Governing Body, so the Pre-School are appropriately represented.

This proposal will not create additional provision on site; as such it will not attract additional road traffic to and from the school. The staff will remain the same within the nursery, however they will be employed by the school and contracted to Kent County Council rather than the privately-run pre-school. The existing Pre-School will dissolve its charity and as part of a TUPE process, the staff will transfer over and be part of the school.

#### **Proposed decision:**

The Cabinet Member for Children, Young People and Education is asked to agree to approve a change to the age range of Seal Church of England Primary School, Zambra Way, Seal, Sevenoaks, Kent TN15 0DJ site to include nursery provision for 2, 3 and 4-year-old children from September 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:**

<p>Not before July 2019</p> <p><b>Reason if Key Decision</b></p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>A consultation was held from 7 May 2019 to 4 June 2019, including a drop-in session on 13 May 2019. There were two attendees at the drop-in session, but no consultation responses were received.</p> <p>Mr Roger Gough has been informed of the proposal. His comment was that Seal Church of England Primary School is a good school and the proposal to change the age range of the school to include nursery provision has his support.</p> <p>This matter will be discussed about the Children’s, Young People and Education Cabinet Committee on 28 June 2019.</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></p> <p>There is no capital cost to KCC. Funding will be according to the Early Years Funding Formula. The existing staff will be retained, however they will be employed by the school and contracted to Kent County Council rather than through a privately run pre-school. The existing Pre-School will dissolve its charity and as part of a TUPE process, the staff will transfer over and be part of the school.</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Planning, Highways, Transport and Waste</p> <p><b>Reference No:</b> Legal agreements are required between KCC, EDC &amp; Bluewater with the contributions from Henley Camland covered by a S278 agreement.</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>

**Title:****19/00051 Fastrack Full Network - Bean Road Tunnels****The Decision needed:**

Approval is required to take the Fastrack Full Network – Bean Road Tunnels scheme through the next stages of development and delivery including authority to progress statutory approvals and consultation where appropriate, and to enter into funding agreements and construction contracts.

Fastrack is the high-quality Bus Rapid Transit system operating in the Gravesham / Dartford area. The existing Fastrack network has been in place since 2006/07 and provides fast, reliable and efficient transport across Kent Thameside. A programme of Fastrack projects has been identified to deliver infrastructure and operational arrangements to complete delivery of the Fastrack Full Network.

Bean Road Tunnel is a major civils infrastructure scheme to provide a Fastrack busway and a footway/cycleway linking Eastern Quarry and Bluewater. Two haulage tunnels were constructed through the chalk spine supporting B255 Bean Road to facilitate earthworks movements during the construction of Bluewater Shopping Centre during the mid-1990's. These tunnels still exist and were considered to be used to form a new direct connection. Following feasibility work into the potential use of these tunnels it has been determined that it would be more cost effective to construct a new tunnel for both Fastrack/cycling/walking and leave the existing tunnels as is. The proposed new bore tunnel with combined bus, walking and cycling renders both haulage tunnels redundant. Recent ecological investigation in the construction tunnels has revealed that there is some low-level bat activity and mitigation will be required in the construction of a new tunnel. Whilst one tunnel would be retained for bat conservation, the other would be filled to reduce maintenance and potential risk of exposure to unauthorised access. These works must be delivered to link up with the Fastrack Spine being built across Eastern Quarry by developer Henley Camland.

The Ebbsfleet area is due for significant growth in the coming years and with current levels of traffic congestion considered to be at critical levels already, Fastrack is central to supporting the growth agenda whereby a 40% modal share is assumed between public transport and the car.

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

Cabinet Member for Planning, Highways, Transport and Waste

**Date:**

Not before July 2019

<p><b>Reason if Key Decision</b> An EqlA has been conducted for the full Fastrack network and the civils project identified above.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed decision will be considered by the Environment and Transport Cabinet Committee on 16 July 2019.</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> Works currently estimated at £12.206m are to be delivered by KCC using forward funding and some investment funding provided by Ebbsfleet Development Corporation (EDC) and Bluewater with recovery using the Fastrack Revenue surplus. Developer Henley Camland will also be making a contribution so that the tunnel invert matches their proposed development platform level in Eastern Quarry.</p> <p><b>Support documents</b></p>

**NOT BEFORE 6 JULY BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Leader and Cabinet Member for Health Reform</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>19/00046 - No Use Empty (NUE) update and continuation of the initiative</b></p> <p><b>The Decision needed:</b> Kent County Council (KCC) launched the No Use Empty (NUE) initiative in 2005 as part of its second round PSA2 commitments to examine better</p>

ways of delivering services, and particularly at working more effectively with district councils.

The primary aim of the Initiative is to improve the physical urban environment in Kent by bringing long-term empty properties back into use as quality housing accommodation.

Initial focus on the Urban coastal areas of East Kent (Districts: Dover, Thanet, Folkestone & Hythe, and Swale). Following the success of NUE in East Kent, the initiative was rolled out across Kent in 2008/09.

Delivered by KCC in partnership with all 12 district councils NUE provides an exemplar model which can be replicated. Firmly established as the longest running and most effective empty property initiative in the country winning several awards including UK Housing Award for Regeneration (May 2018).

Planning, dedicating resources, monitoring outcomes, adjusting delivery models to reflect current market conditions, providing financial assistance to owners by offering secured short-term loans with repayments recycled for new loans and above all continuity are the ingredients to the success of NUE.

Achievements:

- 5,911 empty properties brought back into use (2005 to March 2019)
- £27m recycled loans awarded
- £29m leverage from public/private sectors
- Turned 276 empty properties into 972 new homes
- Created 696 new council tax receipts worth £700k per year
- Contributed to New Homes Bonus

NUE welcomes the opportunity to provide Growth, Environment Development and Communities Cabinet Committee (GEDCC) with an update on the initiative, its future plans, gain GEDCC support for its continuation including satisfaction with the approval of delegation of authority in place as well as support to seek opportunities for unlocking further funding which will contribute to and help accelerate the delivery of good quality housing in the County.

The purpose of attending Cabinet Committee is to give an update of an existing initiative and seek support for its continuation as identified in the Budget Book approved on 14 February 2019 and to re-affirm delegation of authority.

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

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

Leader and Cabinet Member for Health Reform

### **Date:**

Not before July 2019

<p><b>Reason if Key Decision</b> The EqIA for NUE was undertaken and signed off May 2017 (agreed with KCC Equality Team)</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The decision will be considered at the Growth, Economic and Development Cabinet Committee on 26<sup>th</sup> June 2019.</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> £8.4m Capital for recycled loans (Budget Book 2019-20 Page 68, projects 5 and 6). £150k Revenue (Budget Book 2019-20 Page 48, line ref 70) – note that the allocation for NUE is within the overall £2.4m identified for Economic Development.</p> <p><b>Support documents</b></p>

**NOT BEFORE 18 JUNE 2019 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate and Democratic Services</p> <p><b>Reference No:</b> The Kings Hill Development Agreement 1989 requires KCC to release the land to facilitate the partnership's agreed aims.</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>19/00044 - Kings Hill: Joint Venture Development Agreement between Kent County Council and Liberty Property Trust UK. Calibrated land disposal programme for residential development including: Phase 3 (Areas 2,3,4,5,6,7,8,9,) and Phase 5 (Areas 5.1,5.</b></p>

**The Decision needed:**

The Cabinet Member for Corporate and Democratic Services agrees to delegate authority to the Director of Infrastructure to finalise terms and enter into all the necessary documentation to complete the disposal of all identified land parcels required for the calibrated land disposal programme within the Kings Hill development partnership scheme, in consultation with the Cabinet Member for Corporate and Democratic Services and the Cabinet Member for Economic Development.

This decision relates only to the land identified within the Kings Hill Development Agreement 1989 and subsequent Deeds of Variations.

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

Cabinet Member for Corporate and Democratic Services

**Date:**

Not before June 2019

**Reason if Key Decision**

N/A.

**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 discussed at the Policy and Resources Cabinet Committee meeting on 13 June 2019.

The views of the local Member were sought.

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

KCC's share of the returns from the partnership is re-invested into KCC's service delivery to support the Medium-Term Financial Plan.

**Support documents**

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

**Reference No:** KCC's interest in acquiring the property may lead to service of a Blight Notice by the owners, which could compel a purchase. Advice is being procured on this possibility.

**Key** Yes

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

**Title:**  
**19/00045 - Strategic Acquisition, Maidstone**

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

The Approval to the Director of Infrastructure to progress with and enter into the necessary documentation to complete the acquisition 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 purchase of the relevant property.

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

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

**Date:**  
Not before June 2019

**Reason if Key Decision**  
N/A.

**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**

**Other consultation planned or undertaken:**

Consultation with Cabinet Member for Planning, Highways, Transport and Waste, decision to be discussed at the Policy and Resources Cabinet Committee following negotiations on 13 June 2019.

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

**Your name, Your Service, Your phone number and email address:**  
Property holding costs, possible demolition costs, officer time, agency fees.

**Support documents**

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**NOT BEFORE 28 MAY 2019 BY CABINET MEMBER**

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

**Reference No:** Provision of such disposal services is a statutory obligation under the Environmental Protection Act 1990 and other such legislation

**Key** Yes

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

**Title:**  
**19/00040 - South West Kent Dry Recyclables Processing Contract - SC18061**

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

To provide authority to the Head of Waste Services to agree new supply arrangements for processing the South West Kent dry recyclables.

**Background:**

Due to changes to the mix of co-mingled dry recyclable materials collected by both Tunbridge Wells Borough Council (TWBC) and Tonbridge and Malling Borough Council (TMBC) from 30<sup>th</sup> September 2019, Kent County Council (KCC) needs to source an alternative supplier to process this waste for recycling and re-processing.

The dry recyclable waste collected by the Borough Partnership cannot be incorporated into the existing contract as the composition of the material is different.

The Contract will be environmentally beneficial as the materials will be recycled therefore avoiding less desirable environmental impact.

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

**Who is taking the Decision**  
Cabinet Member for Planning, Highways, Transport and Waste

**Date:**  
Not before June 2019

<p><b>Reason if Key Decision</b> An EQIA has been carried out and no equalities implications have been identified. The DPIA assessment reflects that there is no collection of personal data.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed decision was considered at the Environment and Transport Cabinet Committee on 24 May 2019.</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> Indicative contract expenditure is funded through existing operational waste management budget; however, commodity prices do fluctuate as they are market driven. Such factors can affect overall cost.</p> <p><b>Support documents</b> PRoD Report EqIA</p>

**NOT BEFORE 30 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> N/A</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>19/00031 - Increase in the designated number at The Elms School, Dover</b></p> <p><b>The Decision needed:</b> Background:</p>

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

**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.

### **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**

Tenax Trust and the Department for Education 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.

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

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

The ESFA 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. There will be no capital funding requirements from KCC in relation to the scheme and therefore no impact on the County Council's MTFP.

**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 July 2019

**Reason if Key Decision**

The Equality Impact Assessment is in place.

**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 with a public notice issues in June/July 2019.

The Children's, Young People and Education Cabinet Committee will receive a report on this matter on 28 June 2019.

The view of the local member 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:**

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.

**Support documents**

PROD  
Report

NOT BEFORE 17 APRIL 2019 BY CABINET MEMBER

**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 Palmmarsh 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**

**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**

<p>There are no additional equality or data protection implications from the proposed amendments.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed decision will be considered at the Environment and Transport Cabinet Committee on 19 March 2019.</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> There are no additional financial implications from the proposed amendments.</p> <p><b>Support documents</b> 1900020 - PROD 1900020 - JTB Agreement - Report 1900020 - Appendix B - Revised JTB Agreement 1900020 - Appendix C - Current JTB Chair</p>

**NOT BEFORE FEBRUARY 2018 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Community and Regulatory Services</p> <p><b>Reference No:</b> Kent County Council (KCC) does not have a legal duty to provide sites in Kent for the Gypsy and Traveller community. This is a statutory duty placed upon the district and borough councils to discharge as part of their local plans. All local councils are required to produce an up-to-date Local Plan for their area, to guide the spatial development of the borough.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>17/00135 - Pitch Allocation Policy for Gypsy and Traveller Service Change</b></p> <p><b>The Decision needed:</b></p>

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.

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

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

Cabinet Member for Community and Regulatory Services

#### **Date:**

Not before July 2018

### **Reason if Key Decision**

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.

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

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

### **Consultees**

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

We consulted:-

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

This will go to the Environment and Transport Cabinet Committee on 31<sup>st</sup> January 2018

All Divisions are affected.

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

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

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

**Support documents**

**NOT BEFORE JANUARY 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.

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

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

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

### **The Decision needed:**

Approval to the Director of Infrastructure to progress with and enter into the necessary documentation to complete the disposal of the aforementioned property in consultation with the Cabinet Member for Corporate and Democratic Services. The Decision will seek legal agreements to be actioned to complete the sale of the relevant properties.

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

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

Cabinet Member for Corporate and Democratic Services

#### **Date:**

Not before October 2017

#### **Reason if Key Decision**

None

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

Securing a capital receipt to fund the capital programme and to streamline the Council's property portfolio to achieve financial and efficiency benefits in line with appropriate policy

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

#### **Consultees**

Property decisions to be discussed at the Property Sub Committee.

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

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

Property holding costs will cease upon sale.

#### **Support documents**

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

**Reference No:** None

**Key** Yes

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

## **Corporate Outcomes and the Costs and risks involved.**

### **Title:**

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

### **The Decision needed:**

The Willington Street Junction Improvement Scheme is to help reduce congestion on the Sutton Road corridor on the A274 strategic route. Public engagement on the revised scheme layout will be carried out during August 2017, a report will be presented to advise the feedback and potential amendments including any related mitigation measures.

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

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

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

Cabinet Member for Planning, Highways, Transport and Waste

### **Date:**

Not before October 2017

### **Reason if Key Decision**

None - detailed scheme design will consider equalities aspects

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

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

### **Consultees**

On-going liaison and engagement with residents and business community as required and at appropriate stages of the scheme development.

The decision will be discussed at the Environment and Transport Cabinet Committee on 21<sup>st</sup> September 2017.

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

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

The estimate cost is £3m and will covered under existing budget allocations from the Local Growth Fund and Section 106 Developer Contributions.

### **Support documents**

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## LONG TERM

<b>Responsible Cabinet Member</b> - Cabinet Member for Corporate and Democratic Services
<b>Reference No:</b>
<b>Key</b> Yes
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<b>Title:</b> <b>Lawn Primary School, Gravesend - New Playing Field</b>
<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.  -----
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.
<b>Section 2 – Who is taking the final decision and when</b>
<b>Who is taking the Decision</b> Cabinet Member for Corporate and Democratic Services
<b>Date:</b> Before January 2018
<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
<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>

**Consultees**

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

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

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

03000 416356

kahren.knott@kent.gov.uk

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

03000 416716

Rebecca.spore@kent.gov.uk

**Support documents**

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

**Reference No:** 16/00101

**Key** Yes

**Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.****Title:****16/00101 - Proposal to expand Marden Primary School****The Decision needed:**

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

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

In accordance with Appendix 4 Part 2 16 (a) of the Council's constitution, the Council's Executive Scheme of Officer Delegation provides that "Once a Member-level decision has been taken.....the implementation of that decision should be delegated to officers..." In this instance it is envisaged that the

Director of Infrastructure will inherit the authority to act and will enter into any necessary contracts/ agreements on behalf of the County Council or further delegate responsibilities in accordance with 16 (c) of the same scheme “Senior Managers exercising delegated powers will...be able to sub-delegate...functions to more junior officers”

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

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

Cabinet Member for Children, Young People and Education

#### **Date:**

Not before January 2018

### **Reason if Key Decision**

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

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

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

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

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

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

### **Consultees**

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

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

The outcome of the consultation was due to be reported to Education and Young People’s Services Cabinet Committee on 23 November. The report was deferred, pending further discussions on the design and planning process and

will be considered by the Cabinet Committee at its meeting scheduled for 22 June 2017

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

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

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

**Support documents**

**UPDATE AWAITED**

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

**Reference No:** 13/00095

**Key** Yes

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

**Title:**

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

**The Decision needed:**

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

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

**Who is taking the Decision**

Cabinet Member for Corporate & Democratic Services

**Date:**

Not before October 2015

<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 - Cabinet Member for Corporate &amp; Democratic Services</b></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 proposal for the site put forward at that time. The decision will be</p>

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 - Cabinet Member for Corporate &amp; Democratic Services</b></p> <p><b>Reference No:</b></p> <p><b>Key Yes</b></p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>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>Latest Update: 19/05/2014: Decision due date changed from 23/12/2013 to ‘Not before’ 01/11/2014. REASON: The disposals team at KCC are currently working on new plans for the site in order to ensure that the maximum value for the site is secured. Options appraisal work is underway and this work is expected to take approx. 6 months, therefore an expected decision date is set for November.</p> <p>-----</p> <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>