



## **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> |   |
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| Mr Roger Gough                                      | Leader of the Council   |
| Mr Peter Oakford                                    | Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services |
| Mrs Clair Bell                                      | Cabinet Member for Adult Social Care and Public Health                      |
| Miss Susan Carey                                    | Cabinet Member for Environment  |
| Mrs Sue Chandler                                    | Cabinet Member for Integrated Children's Services                           |
| Mr Mike Hill  | Cabinet Member for Community and Regulatory Services                        |
| Mr Richard Long                                     | Cabinet Member for Education and Skills                                     |
| Mr Michael Payne                                    | Cabinet Member for Highways and Transport                                   |
| Mrs Shellina Prendergast                            | Cabinet Member for Communications, Engagement and People                    |
| Mr Mike Whiting                                     | Cabinet Member for Economic Development                                     |

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**

**(URGENT DECISION) NOT BEFORE 13 MARCH 2020**

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| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Highways and Transport</p> <p><b>Reference No:</b> None as both third parties will sign up to the approved legal agreement prior to any funding being transferred.</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><br/><b>20/00024 - Local Growth Fund Round 3b Third Party Scheme - Kent and Medway Medical School</b></p> <p><b>The Decision needed:</b><br/><b>Proposed decision:</b></p> <p>As Cabinet Member for Highways &amp; Transport proposes to approve the progression, via KCC’s Local Growth Fund arrangements, for the Kent and Medway Medical School (KMMS), allowing it to progress to the stages of development and delivery.</p> <p>To facilitate this, I propose:</p> <ul style="list-style-type: none"><li>- to confirm that KCC will act as the accountable body for the project;</li><li>- to enter into a Local Growth Fund (LGF) funding agreement; and</li><li>- to enter into legal agreements with the relevant third parties delivering the schemes to transfer the conditions of the LGF spend and project management to them</li></ul> <p>I also propose to delegate authority to Corporate Director of GET, in consultation with the Corporate Director of Finance &amp; Procurement, to enter into relevant legal agreements and take other actions necessary to implement this decision.</p> <p><b>Background:</b></p> <p>In the Growth Deal announcements in July 2014 (Round One), January 2015 (Round Two), and February 2017 (Round Three) the Government allocated £570 million from the Local Growth Fund to capital projects across the South East Local Enterprise Partnership (SELEP) area.</p> <p>As the end of the Growth Deal (March 2021) approaches, a number of projects throughout the SELEP region have experienced difficulty with delivery. To</p> |

date, £33.396m of funding has been returned to SELEP for reallocation to projects which have demonstrated they can be delivered by March 2021. Through this process, an allocation has been made available for the Kent and Medway Medical School (KMMS). This scheme is being delivered by external partners (The University of Kent and Canterbury Christchurch University).

KCC will transfer the LGF funding to the third parties for the delivery of the scheme. A Legal agreement has been prepared between KCC and the Universities which will transfer all the LGF spend and project management responsibility to them. This includes updating Kent County Council monthly on project progress and spend; as well as completing the post scheme monitoring required by SELEP.

The KMMS will be delivered in line with the current governance arrangements under the Local Growth Fund (KCC and SELEP). Therefore, the scheme will carry out necessary consultation and equality impact assessments as part of the scheme progression.

The business case for the first phase of the Kent and Medway Medical School (£4m) was approved at SELEP Accountability Board on 15<sup>th</sup> November 2019. The second phase (a further £4m) does not require funding until 2020/21 and therefore will be considered by SELEP Accountability Board on 15<sup>th</sup> May 2020.

Before the legal agreement can be finalised for KMMS, a key decision is required. The LGF cannot be drawn down until the Key Decision is in place.

- Options –

The options considered for the KMMS are set out in the business case document which can be accessed here:

Kent and Medway Medical School (pages 33-37)

<https://www.southeastlep.com/app/uploads/2000/01/KMMS-Full-Business-Case.pdf>

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

The scheme has a strong fit with all three objectives. The state-of-the-art Medical School will provide enhanced training and academic opportunities for young people and mature students in Kent. In addition, it will attract and retain medical students into Kent to fill the GP gap which is currently prevalent within the County; giving all residents of Kent (and particularly older and vulnerable residents) a better opportunity to stay healthy and live independently.

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

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

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| <p>Cabinet Member for Highways and Transport</p> <p><b>Date:</b><br/>March 2020</p> <p><b>Reason if Key Decision</b><br/>Equalities implications - An EQIA is being developed by the Universities as set out in their business case and this will be submitted to KCC prior to the LGF being drawn down.</p> <p>Data Protection implications - None</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>          |
| <p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>   |
| <p><b>Consultees</b></p> <p>Consultation has been carried out by the Universities during the development of the KMMS scheme. No consultation has been completed by KCC as this is a third-party scheme to which KCC is not making a financial contribution.</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><br/>The scheme is fully externally funded with no cost to KCC. The match funding for the scheme is being provided by the Universities as set out in the business case. KCC costs in developing the legal agreement with the Universities and administering the LGF will be recouped in full as set out in the Legal Agreement (Clause 19).</p> <p><b>Support documents</b></p> |

**(URGENT DECISION) NOT BEFORE 11 MARCH 2020**

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| <p><b>Responsible Cabinet Member - Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</b></p> <p><b>Reference No:</b> A detailed planning application was lodged with KCC Planning Group, with consent granted by 6th November 2019 Committee for the new school.</p> |
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It is the intention to enter into a Department for Education Bespoke Design and Build (2018 edition) building contract with Kier Construction for the Main Contract works This form of contract has been designed for use with procurements from the Department for Education Construction Framework 2017 and is suitable for Local Authorities and other public bodies. KCC will also enter into a Development Agreement and a Works Funding Agreement with the DfE governing the payment of grants and transfer of the new school when complete.

Separate legal advice has been obtained by the General Counsel's Office that confirms that the proposed form of contract is suitable for this application.

**Key** Yes

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

**Title:**

**20/00023 - Letting of the building contract for the Barton Court Academy Trust Free School Project, Canterbury**

**The Decision needed:**

Proposed decision:

To approve the award of a building contract to Kier Construction Limited for the Barton Court Free School and delegate authority to the Director of Infrastructure in consultation with the Cabinet Member for Corporate and Democratic Services to finalise the contractual terms and enter into any necessary documentation.

**Background:**

KCC is delivering the construction of the new Barton Court Free School on the former Chaucer School site in Canterbury. The DfE 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 be the contracting authority for the purpose of delivering the scheme. The new school will be located on part of the former Chaucer School site, with the remainder allocated to the land disposal programme.

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

**Who is taking the Decision**

Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services

**Date:**

Not before March 2020

**Reason if Key Decision**

None

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

**plan**

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

**Consultees**

Consultation on the provision for the new school has been undertaken by the DfE as part of the free school commissioning process.

A pre-planning application consultation exercise has also been undertaken with the local community surrounding the site as part of the successful planning application noted above.

**Cabinet Committee**

The Barton Court School project was considered at 8th November 2019 Policy and Resources Cabinet Committee.

In response to Cabinet Committee member comments at the 8th November 2019 P&R Committee, further work was undertaken to review and consider the contract and legal implications prior to this Phase 2 decision being progressed.

An urgent Decision is required prior to the completion of the 28 day FED publication period and the 20 March 2020 P&R Cabinet Committee meeting, to avoid increased costs to the Council and Academy Trust. Members will be consulted in advance on the Proposed Record of Decision.

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

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

The main contract sum amounts to £20,690,642. This is funded by the Project Delivery Grant provided by the Department for Education. KCC applies for the grant on a stage by stage basis.

**Business Plan:**

The Educational Commissioning Plan includes the requirement for a new 5FE Secondary School on the former Chaucer Technology site in Canterbury.

**Support documents**

PRoD

Report (restricted)

**NOT BEFORE 24 MARCH 2020 BY CABINET MEMBER**

**Responsible Cabinet Member - Cabinet Member for Education and Skills**

**Reference No:** Local authorities have a duty to prepare and publish by 31 May each year an annual transport policy statement specifying the arrangements for the provision of transport, or otherwise that the authority considers necessary, to make to facilitate the attendance of all persons of sixth form age receiving education or training.

**Key** Yes

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

**Title:**

**20/00018 - Post 16 Transport Policy 2020-21**

**The Decision needed:**

**Proposed Decision:**

The Cabinet Member for Education and Skills proposes to agree the Post 16 Transport Policy Statement for 2020/21.

**Background Information:**

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 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. There are no planned changes to the Post 16 Transport Policy Statement or this commitment for the 2020/21 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 pass.

The post 16 Transport policy for Kent County Council enables access to education for Kent Learners. To assist Kent’s young adults in accessing their education in schools, colleges and through apprenticeships or work-based training provision.

Kent County Council has provided students with the opportunity to apply for a Kent 16+ Travel Saver pass which is subsidised by the Authority and can be purchased through their learning provider. The 16+ Travel Saver pass gives unlimited access to the public bus network and learning providers can choose to further subsidise this charge to their students or trainees if they wish in cases of financial hardship.

With the participation age raised to 18 years, the 16+ Travel Saver pass will widen the opportunity for Kent’s young adults to access the education provision of their choice at a subsidised cost. This may be at schools, academies, colleges or in the workplace though an apprenticeship or other work-based training provision. Support for accessing education is not prescribed and Kent use the 16+ Travel Saver pass to meet its duty to enable users’ access to education.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before March 2020

**Reason if Key Decision**

Post 16 Transport Policy has an overall positive impact for learners with protected characteristics, with little to no negative effects. The document and consultation information 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**

The consultation runs from 10 February 2020 to 29 March 2020 which can be found at [www.kent.gov.uk/post16transport](http://www.kent.gov.uk/post16transport)

The final decision will be presented to the CYPE Cabinet Committee prior to the decision being taken by the Cabinet Member for Education and Skills.

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:**

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. The LA commits in excess of £5 million on Post 16 Transport and draws an income of less than £2 million. Numbers fluctuate from year to year, but the total subsidy remains well in excess of £3 million per annum. On average, KCC subsidises just under 70% of the overall cost of Post 16 Transport to ensure learners can access their schools and colleges.

**Support documents**

**Responsible Cabinet Member** - Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services

**Reference No:** KCC will obtain all necessary consents from the LL.

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| <b>Key</b> Yes   |
| <b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>   |
| <p><b>Title:</b><br/> <b>20/00019 - Dartford Youth Centre</b></p> <p><b>The Decision needed:</b><br/> <b>Proposed decision:</b></p> <p>The Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services proposes to:</p> <ul style="list-style-type: none"> <li>- Agree to sublease the Dartford Youth Centre to Europa Weightlifting Club for a period of 30 years; and</li> <li>- Agree to delegate authority to the Director of Infrastructure to take relevant actions, including but not limited to, entering into necessary contracts as required to implement this decision.</li> </ul> <p><b>Background:</b></p> <p>Kent County Council (KCC) has a long ground lease interest in a site known at Dartford Youth Centre (DYC). The land is located in the Temple Hill area of Dartford. The land upon which DYC is built; is owned by Dartford Borough Council (DBC) who is landlord to the County Council.</p> <p>The centre requires complete refurbishment to bring it into reasonable repair. Most of the property has been occupied by a private gym operator who wishes to take a long lease of the entire property. The present operator wishes to take a long lease to enable it raise funds for refurbishment.</p> |
| <b>Section 2 – Who is taking the final decision and when</b>   |
| <p><b>Who is taking the Decision</b><br/> Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</p> <p><b>Date:</b><br/> Not before March 2020</p> <p><b>Reason if Key Decision</b><br/> The proposed sublease will provide an opportunity for the club to invest in the building; providing an enhanced community facility; which in turn will help to improve the health and well being for the community.</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</b>   |

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| <b>Inform/consult/Involve ) including relevant scrutiny councillors</b>  |
| <p><b>Consultees</b></p> <p>This matter will be considered by the P&amp;R Cabinet Committee on 20 March 2020.</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><br/>         Peppercorn rent per annum throughout the term of the sublease. Each party to bear their own legal costs. In return for a peppercorn rent, the gym provider will be required to put the building and grounds into a good state of repair within an agreed timeframe.</p> <p><b>Support documents</b></p> |

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| <p><b>Responsible Cabinet Member - Cabinet Member for Integrated Children's Services</b></p> <p><b>Reference No:</b> KCC have a duty to review the allowances and fees paid to foster carers on an annual basis as outlined in the National Minimum Standards for Fostering Services issued by the Secretary of State under section 23 of the Children Standards Act 2000.</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><br/> <b>20/00020 - Proposed Revision of Rates Payable and Charges Levied by Kent County Council for Children's Social Care Services in 2020-21</b></p> <p><b>The Decision needed:</b><br/> <b>Proposed Decision:</b></p> <p>(i) APPROVE the proposed changes to the rates payable and charges levied for Children's Services in 2020-21;</p> <p>(ii) NOTE both the changes to the rates that are set by the Government/external agencies: Inter-agency charges and Essential Living Allowance and; any charges to other Local Authorities for use of in-house respite residential beds are to be calculated on a full cost recovery basis;</p> |

(iii) DELEGATE authority to the Corporate Director of Children, Young People and Education, or other nominated officer, to undertake the necessary actions to implement the decision.

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

**Who is taking the Decision**  
Cabinet Member for Integrated Children's Services

**Date:**  
Not before March 2020

**Reason if Key Decision**  
An assessment has been completed and did not identify any adverse impact within these proposals to increase funding rates for children's services. A copy of this will be attached with the report that is presented to CYPE Cabinet Committee on 11 March 2020.

**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 discussed at the CYPE Cabinet Committee meeting on 11 March 2020.

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

**Your name, Your Service, Your phone number and email address:**  
The uplift of Rates & Charges is included in the Draft 2020-21 Revenue Budget and the Draft 2020-23 Medium Term Financial Plan.

**Support documents**

**Responsible Cabinet Member - Cabinet Member for Education and Skills**

**Reference No:** The provision of sufficient school places is a statutory duty and contributes to the Strategic Business Plan Priorities to ensure that "Children and Young People in Kent get the best start in life".

**Key** Yes

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

**Title:**

**20/00021 - Proposal to expand Mayfield Grammar School, Pelham Road, Gravesend, Kent DA11 0JE by increasing the Published Admission Number (PAN) from 180 places to 210 places for Year 7 entry in September 2021**

**The Decision needed:**

**Proposed decision:**

The Cabinet Member for Education and Skills proposes to:

- i. endorse the expansion of Mayfield Grammar School, Pelham Road, Gravesend, Kent DA11 0JE by increasing the Published Admission Number (PAN) from 180 places to 210 places for Year 7 entry in September 2021;
- ii. agree to fund the expansion from the schools basic need capital budget; and
- iii. delegate authority to the corporate director to take necessary actions, including but not limited to entering into necessary contracts or taking other legal actions as required, to implement the decision.

**Background Information:**

Kent County Council (KCC) as the Local Authority has a statutory duty to ensure sufficient school places are available. The County Council's Commissioning Plan for Education Provision in Kent 2020-24 is a five-year rolling plan which is updated annually. It sets out our future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent. A copy of the plan can be found using this link: <http://www.kent.gov.uk/about-the-council/strategies-and-policies/education-skills-and-employment-policies/education-provision>.

Forecasts indicate a growing demand for Year 7 places in Gravesham from the start of the 2020-21 academic year. The Gravesham and Longfield Selective Planning Group is forecast to have a deficit of 62 places (2FE) for the 2021-22 intake and increases again to 99 places (3.3FE) by 2023/24.

As part of the measures being taken to address the capacity issues illustrated above, KCC is proposing that Mayfield Grammar School increase their PAN to 210 for 2021.

To expand Mayfield Grammar School, KCC are proposing the removal of the old wooden block and building a new block at the school, together with other infill and enhancement work to social spaces. This work would be completed before the September 2021 intake. This build would enable the school to offer 210 Year 7 places for September 2021.

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

### Who is taking the Decision

Cabinet Member for Education and Skills

### Date:

Not before March 2020

### Reason if Key Decision

An EqlA has been completed and identified no negative impacts and the following positive impacts were identified: An increase in total number of places available to meet the needs of students with disabilities and/or SEN; More families able to access good school places; School places available to students with and without faith-based backgrounds. The full assessment can be viewed here:  
[https://kccconsultations.inconsult.uk/gf2.ti/f/1112290/62300517.1/DOCX/-/Mayfield\\_EqlA.docx](https://kccconsultations.inconsult.uk/gf2.ti/f/1112290/62300517.1/DOCX/-/Mayfield_EqlA.docx)

### 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 Academy Trust held a consultation from 27 January 2020 to 28 February 2020, with a drop-in event for stakeholders to raise issues and concerns on 11 February 2020.

The Academy Trust will consider the responses received from the consultation in determining whether proceed with the expansion proposal.

Consultation page on kent.gov:

<https://kccconsultations.inconsult.uk/consult.ti/Mayfield/consultationHome>

Consultation letter:

[https://kccconsultations.inconsult.uk/gf2.ti/f/1112290/62300453.1/DOCX/-/Mayfield\\_Proposal\\_Letter.docx](https://kccconsultations.inconsult.uk/gf2.ti/f/1112290/62300453.1/DOCX/-/Mayfield_Proposal_Letter.docx)

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

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

A feasibility study has been carried out which estimates the cost of delivery being £3.7m, wholly funded by the CYPE Basic Need Capital Budget. These estimates will be refined as detailed design work is undertaken and the scheme progresses through the planning process. Following receipt of planning permission, the refined cost estimate will be considered by the Cabinet Member for Education and Skills for a key decision to be made. Capital will be spent developing the design. This expenditure will be below

the level requiring a key decision and within that delegated to officers. In addition, an allowance of up to £2500 may be payable to outfit each new teaching room with appropriate ICT equipment, such as touch screens or projection equipment. Should the scheme progress, £6,000 per new learning space will be provided towards the cost of furniture and equipment. This will be given to the school to purchase the required equipment.

### **Support documents**

### **Responsible Cabinet Member - Cabinet Member for Integrated Children's Services**

**Reference No:** Legal advice has been sought in relation to TUPE. Work will be undertaken through the remaining period of the contract and extension to develop the roles needed in-house and whether TUPE would apply for those employees of Catch 22.

**Key** Yes

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

**Title:**  
**20/0022 - Supported Lodgings for Young People Leaving Care**

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

The Cabinet Member for Integrated Children's Services is asked to:

1. Agree to the continuation of Supported Lodgings and Staying Put accommodation for Children and Young People aged 16-21 through a change of delivery from contracted provision to being managed in-house;
2. Agree to a short extension of no more than nine months on the current contract that expires on 31 May 2020 to enable the changes to take place; and
3. Delegate decisions about the establishment of the new service to the Corporate Director for Children, Young People and Education, or other Officer as instructed by the Corporate Director for Children, Young People and Education.

**Background Information:**

KCC currently has a two-year contract plus two-year extension with Catch 22 for the delivery of Supported Accommodation in a Family Environment (SAIFE) – officially known as Supported Lodgings provision. This contract is due to expire on 31st May 2020, having utilised the two-year extension.

The service provides 16-21-year-old young people who are in care or who are care leavers (aged 21-25 if in further education) with accommodation and support. This is delivered through a family setting, known as a “Host”, who provides guidance and support to the young person, with the aim of supporting them to independence. The current provider Catch 22 is contracted to recruit, train, manage and support the Hosts including any Staying Put arrangements, when a young person in Foster Care wishes to remain in situ after their 18th birthday under Kent County Councils Staying Put Policy. The Foster Carer will convert to a Host and will be managed by Catch 22. Young People placed in this accommodation have their own room in the Hosts family home and will be given support by the adult(s) in the home.

There are three levels of support (Standard, Complex and Intensive) which are based on the number of hours required each week to support the Young People.

The annual contract value is £335,976 for management costs and approximately £1.9 million for support costs/rent, which varies each year as this figure is based on demand. Young people are expected to claim eligible benefits including universal credit and housing benefit to contribute towards the costs of the provision.

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

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

Cabinet Member for Integrated Children's Services

### **Date:**

Not before March 2020

### **Reason if Key Decision**

An EQIA has been completed and is available. There are no adverse implications, however this will be continually reviewed.

### **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 planned wider public consultation. Consultation has been completed directly to the current hosts, to explore their opinions and views of transferring to be supported by either Kent County Council or an alternative provider. This consultation has been positively received with

no adverse responses received to a proposed change to the management of the current scheme.

This matter will be discussed at the CYPE Cabinet Committee meeting on 11<sup>th</sup> March 2020.

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

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

The annual contract value is £335,976 for management costs and approximately £1.9 million for support costs/rent, which varies each year as this figure is based on demand.

**Support documents**

**NOT BEFORE 4 MARCH 2020 BY CABINET MEMBER**

**Responsible Cabinet Member** - Cabinet Member for Integrated Children's Services

**Reference No:** The 1990 Town and Country Planning Act (as amended by the Planning and Compensation Act 1991) established the statutory framework for developer contributions in the form of Section 106 planning obligations. Our Development Contributions team within Economic Development department ensure that our requests comply and have appropriate governance in place.

**Key** Yes

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

**Title:**

**20/00016 - Section 106 Funding**

**The Decision needed:**

**Background:**

KCC receive developers' contributions (S106) to support the additional demand on services for young people created as a result of new housing developments. Currently, KCC has secured almost £1.3m of S106 funding for youth services, with a further £582k awaiting process. There is a further £1.5m that has been approved and will become payable once houses are built. Kent's growth agenda will result in many new housing developments planned. As these reach planning, ICS will request a youth S106 contribution. This is currently being based upon a figure in the region of £7 per home. Working with KCC Property and Infrastructure, ICS are now in an early stage of 'testing' an increase figure of £65.50 per

home, for youth work, which is based upon a greater understanding of our service as current thinking is based on a model which pre-dates the development of an integrated service where we may have just wanted some delivery space in every new development but which was not targeted or joined up.

**Proposed decision:**

The Cabinet Member for Integrated Children's Services proposes to take the following decision:

- i. Approve the introduction of four dedicated area based detached youth work teams, using S106 funding to cover staffing and associated equipment costs, as set out in the report.
  
- ii. Approve the allocation of £2k per district to each Local Children's Partnership Group (LCPG), to be spent over two years, to ensure the inclusion of young people's voice across the district (total cost of £24k). This spend is to be agreed by LCPG and overseen by the Area Partnership Managers.
  
- iii. Acknowledge that whilst some of the S106 will be spent on youth capital costs, this will not be in replacement of Total Facilities Management/Property and Infrastructure budget and responsibilities.
  
- iv. Approve the remainder of the S106 funding to be considered to provide additional capacity in youth teams and any local district projects. This may also include costs associated with a Fleet Review.

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

**Who is taking the Decision**

Cabinet Member for Integrated Children's Services

**Date:**

Not before March 2020

**Reason if Key Decision**

An EqIA has been completed as part of the process and will be presented to the CYPE Cabinet Committee so it can be considered as part of the decision-making process. It is expected that the impact on protected groups will be largely positive, given the proposed opportunities to engage with young people to ensure that their voice is heard and fully incorporated into plans for provision delivery. Young people could represent a number of protected groups.

**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 decision will be discussed at the Children’s, Young People and Education Cabinet Committee on 11 March 2020.

No formal community consultation. However, the proposals are based upon meeting the need of community regarding services for young people in regard to a contextual safeguarding methodology. Actual areas of focus will be led by the District Contextual Safeguarding meetings and adolescent risk management processes.

Opportunities to engage with young people will be facilitated through the Local Children’s Partnership Groups and district Contextual Safeguarding Network, to ensure that their voice is captured in making plans to utilise this funding.

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

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

Whilst the S106 funding releases additional budget, it is noted that future receipts are not guaranteed. The programme aims to ensure that this is continually reviewed every 18 months in regard to sustainability post the 2 years initial aim.

£1.3m S106 funding allocated to be spent on youth provision. Of this, £13k must be spent on Capital projects and the remainder (£1.27m) can be spent on areas that ICS is able to identify as benefiting from this resource (within the criteria that there is additional demand on services created as a result of new housing developments). ICS have identified opportunities as per the decisions outlined above.

A further £582k of Section 106 funding has been requested but not yet approved. Once approved, this figure can be added to the above figure of future receipts. In addition to the secured S106 funding, ICS have a projected income stream of £1.5m. This is money that has been allocated to KCC as housing developments have been approved.

**Support documents**

**Responsible Cabinet Member - Cabinet Member for Integrated Children’s Services**

**Reference No:** KCC have a duty, under Section 22 of the Children Act 1989,

to safeguard and promote the welfare of each child we look after. Section 11 of the Children's Act 2004 places a duty on a range of organisations and agencies to ensure their functions, and any services that they contract out to others, are discharged having regard to the need to safeguard and promote the welfare of children. Section 17 Children Act 1989 places a duty on Local Authorities to assess whether a young carer in their area needs support and what those needs.

**Key** Yes

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

**Title:**  
**20/00017 - Recommissioning of Early Help Services**

**The Decision needed:**

**Background:**

The vision of Early Help and Preventative Services is that every child and young person and their family, who need Early Help services, will receive them in a timely and responsive way, so that they are safeguarded, their educational, social and emotional needs are met, and they achieve good outcomes.

In November 2016, KCC commissioned several Early Help and Preventative Services to complement and support the development of the internal provided Early Help Services. These services include:

- The Family Support Service – a service to provide early support for families experiencing difficult challenges.
- The NEET Service – offers support to those young people who have been either NEET in excess of 6 weeks or whom have experienced multiple periods of NEET.
- The Young Carers Service – a bespoke service that offers support to young people who have a caring responsibility within their family unit.

Since commissioning these service, KCC's Children, Young People and Education Directorate has undergone a transformation programme integrating internal services to develop the new Integrated Children's Service. This has included the enhancement of the adolescent offer, investment in training and development, new practice models and the development of a single 'front door' for all referrals.

Recommissioning the Early Help services will ensure alignment with the new service arrangements. The existing contractual levers have been utilised to extend all three services until 30<sup>th</sup> September 2020, allowing the recommissioning to take place alongside the work currently being undertaken to refocus the Early Help element of the Children and Young Person's Mental Health Service into alternative evidence-based services/interventions.

**Proposed decision:**

1. Recommission a range of Early Help and Preventative Services in line with changes to KCCs Integrated Children's Services and the Local Transformation Plan for Children and Young People's Mental Health Services. Affected Services are:
  - The Family Support Service
  - The NEET Service
  - The Young Carers Service
2. Delegate authority to the Corporate Director for Children, Young People and Education, or other nominated officer to undertake the necessary actions to implement the decision.

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

Cabinet Member for Integrated Children's Services

**Date:**

Not before March 2020

**Reason if Key Decision**

An EQIA has been completed as part of the process and will continue to be reviewed as we progress the work. The services in scope form part of the wider Early Help offer and are designed to address the assessed needs of a child and their family through evidence-based interventions. Targeting of services will be based not only on individuals and groups with protected characteristics but also other areas of risk and vulnerability such as deprivation, substance misuse and mental health.

**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 work does not represent a significant service change. The contracts have been in place since 2016 and are performing well. Commissioners have started to consult with key stakeholders as part of the recommissioning exercise and will continue work with internal and external stakeholders (including Members, current service providers and the wider market) to best understand how the services should be shaped going forwards. Any proposed amendments to the current service provision will be communicated to schools, police and health providers and take into consideration the voice of the child. Where possible services will be co-designed by service users and young people will form part of the tender evaluation panels.

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

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

Total for services in scope: £2,910,878

There is existing capacity within the service to undertake the recommended changes. Further information on the recommissioning recommendations, including any identified financial savings opportunities, will be provided to CYPE Cabinet Committee on 11th March 2020.

**Support documents**

**NOT BEFORE 18 FEBRUARY 2020 BY CABINET MEMBER**

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

**Reference No:** The recommendation report will distinguish between those rates and charges over which Members can exercise their discretion, and those which are laid down by Parliament

**Key** Yes

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

**Title:**

**20/00013 - Rates Payable and Charges Levied for Adult Social Care Services 2020-2021**

**The Decision needed:**

**Proposed Decision**

Revision of the rates payable and charges levied by Kent County Council for Adult Social Care Services for 2020/2021 and delegation to the Corporate Director of Adult Social Care and Health, or other nominated officer, to implement the decision.

**Background**

This decision revises the rates payable and charges levied in relation to KCC provided services. It will enable the Council to raise funding, as required by Parliament, to help meet the cost of providing social care services to the people of Kent.

How the proposed decision meets the objectives of 'Increasing Opportunities, Improving Outcomes: Kent County Council's Strategic Statement (2015-2020)' meets the strategic objective that older and vulnerable residents are safe and supported with choices to live independently.

Financial Implications: This decision revises the rates payable and charges levied. It will enable the Council to raise funding, as required by Parliament, to help meet the cost of providing social care services to the people of Kent.

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

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

Cabinet Member for Adult Social Care and Public Health

### **Date:**

Not before March 2020

### **Reason if Key Decision**

None

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

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

### **Consultees**

The proposed decision will be discussed at the Adult Social Care Cabinet Committee on 4 March 2020.

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

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

This decision revises the rates payable and charges levied. It will enable the Council to raise funding, as required by Parliament, to help meet the cost of providing social care services to the people of Kent.

### **Support documents**

PRoD

Report

Appendix 1

Appendix 2

EqlA

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

**Reference No:** The Adult Social Care and Health (ASCH) Directorate engaged Invicta Law to understand their legal requirements/responsibilities when proposing this change. Advice received was that formal consultation would need to take place before any proposed decision could be taken, as whilst the authority is more generous in their financial assessment this is not something that can be changed without a public consultation.

**Key** Yes

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

**Title:**  
**20/00014 - Adult Social Care and Health Non-Residential Charging Policy**

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

Local authorities have had the ability to charge for residential care (under section 22 (1) of the National Assistance Act 1948) and for non-residential services (under section 17 of the Health and Social Services and Social Security Adjudications Act 1983) for a number of years, this is not a statutory requirement, but Kent County Council (KCC) utilised this ability for most non-residential services.

Statutory guidance on charging for residential and non-residential care and support under the Care Act 2014 section 14 is provided in the [Care and Support Statutory Guidance](#). All previous guidance documents, such as the [Charging for Residential Accommodation Guide](#) and [Fairer Charging Guidance](#) came to an end on 1st April 2015, ceasing these powers and duties.

KCC exercised its power under Section 14 of The Care Act 2014 to continue to charge at the same rates and in the same ways from 1 April 2015 after the Care Act bill was passed.

KCC has been more generous with its charging policy since it began charging in 2002 and has not made any significant changes to its charging policy since 2011. KCC has now had to review the subsidies that it provides to some people to ensure consistency, fairness and the best use of its funds to support all its Adult Social Care clients.

The project has been initiated to look to amend sections of KCC discretionary charging in the Non-Residential Charging Policy to align it with the government’s Department of Health’s (DoH) guidelines.

These changes will look to align KCC with a standard charging model employed by the DoH and several other local authorities.

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| <p><b><u>Proposed decision:</u></b></p> <p>To amend the Adult Social Care and Health Non-Residential Charging Policy to align with the Department of Health's Minimum Income Guarantee guidelines and delegate authority to the Corporate Director of Adult Social Care and Health, or other nominated officer, to implement the decision.</p>  |
| <p><b>Section 2 – Who is taking the final decision and when</b></p>   |
| <p><b>Who is taking the Decision</b><br/>Cabinet Member for Adult Social Care and Public Health</p> <p><b>Date:</b><br/>Not before March 2020</p> <p><b>Reason if Key Decision</b><br/>An Equality Impact Assessment (EQIA) has been completed and is included as part of the consultation documentation.</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>Public consultation took place between 25 October 2019 and 8 December 2019: <a href="http://www.kent.gov.uk/adultsocialcarecharging">www.kent.gov.uk/adultsocialcarecharging</a></p> <p>The proposed decision will be discussed at the Adult Social Care Cabinet Committee on 4 March 2020.</p> <p>Cross party member briefings on the proposed changes have taken place.</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><br/>The proposed change will generate an income of approximately £500k over two years.</p> <p><b>Support documents</b><br/>PROD<br/>Report</p>  |

**NOT BEFORE 4 FEBRUARY 2020 BY CABINET MEMBER**

**Responsible Cabinet Member - Cabinet Member for Education and Skills**

**Reference No:** Any legal implications will be explained in the report to the Cabinet Member prior to him taking 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:**

**20/00001 - Proposal to open satellite provision of The Beacon Folkestone at the former Walmer Science College and increase the designated number of the School to 548 places**

**The Decision needed:**

**Background** – Across Kent, the number of pupils with an Education, Health Care Plan (EHCP) has increased significantly. Between January 2015 and January 2019, the number of pupils aged between 0 -25 years of age with an EHCP increased from 7,374 to 11,763 an increase of 60%. The increase in the overall number of pupils with an ECHP is having an impact on the need for places within our special schools and the specialist resourced provisions (SRPs) within mainstream schools. Dover District is one of only two Kent Districts without a PSCN special school (the other being Dartford). In order to address this, The Commissioning Plan for Education Provision in Kent 2019-23 identified the need for a new 168 place PSCN provision from September 2020. The County Council retained the Walmer Science College site for future educational needs. A feasibility study has shown that, once refurbished, the buildings and site would be suitable for more ambulant PSCN pupils across the 3-19 year old age range. Having a building such as this available will allow us to open the provision quicker than would have otherwise been expected and possibly with an initial phase as early as September 2020.

**Options** – The need for a new provision for either PSCN or ASD within Dover was set out in the Commissioning Plan for Education Provision in Kent 2019-23. The Area Education Officer has been open about the need for this provision with Kent’s special schools. Officers have decided that The Beacon School Folkestone, as an outstanding special school, is in the best position to successfully open the satellite provision.

**Proposed decision** – To release £4,000,000 from the Children’s, Young People and Education Capital Budget to enable The Beacon Folkestone to open of a satellite provision at the former Walmer Science College and increase the designated number of the School to 548 places.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

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| <p><b>Date:</b><br/>Not before February 2020</p> <p><b>Reason if Key Decision</b><br/>An Equalities Impact Assessment has been complete prior to the consultation period. To date no adverse impact on any protected group has been identified. This will be reviewed throughout the consultation period.</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>An informal consultation will be held from 6 January 2020 to 14 February 2020, the outcome of which will be reported to the Cabinet Member for Education and Skills in the Children’s, Young People and Education Cabinet Committee of 11 March 2020.</p> <p>The views of the local members will be sought as part of the informal consultation.</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><br/>A feasibility study has been undertaken. £4,000,000 will be required to suitably reinstate the former Walmer Science College buildings and land.</p> <p><b>Support documents</b></p>  |

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| <p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> Any legal implications will be explained in the report to the Cabinet Member prior to him taking his decision.</p> <p><b>Key</b> Yes</p> |
| <p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>   |
| <p><b>Title:</b><br/><b>20/00002 - Proposal to change the age range at Goldwyn School, Ashford from 11-16 years to 11-18 years</b></p> <p><b>The Decision needed:</b></p>   |

**Background** – Goldwyn School is a maintained special school designated to support pupils aged 11-16 years with Social, Emotional and Mental Health needs (SEMH). It is judged as Outstanding by OFSTED. Presently the school is designated to take 115 pupils aged 11-16 years of age. However, due to the increased need for specialist SEMH places the School has been commissioned to provide up to 150 places for the last few years. This proposal would formalise the current situation, while at the same time increasing the age range to 18 years in order to add a sixth form, adding a further 45 post-16 places, taking the final designated number to 195 places.

**Options** - No other option were considered as this is the only SEMH specialist School in the District

**Proposed decisions** – The Cabinet Member for Education and Skills proposes to:

- (i) Change the age range at Goldwyn School, Ashford from 11-16 years to 11-18 years in order to add sixth form provision, adding 45 post-16 places, and
- (ii) increase the designated number at key stage 3/4 by 35 places.

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before February 2020

### **Reason if Key Decision**

An Equalities Impact Assessment has been complete prior to the consultation period. This has identified that as statistically fewer girls are identified as having SEMH needs, this proposal will benefit fewer girls than boys.

### **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 non-statutory consultation will be held from 6 January 2020 to 14 February 2020, the outcome of which will be reported to the Cabinet Member for Education and Skills in the Children's, Young People and Education Cabinet Committee of 11 March 2020.

Goldwyn School serves a wide area of the County. It separates services out of four sites in Ashford and Folkestone therefore the local members for all four locations have been identified. The views of the local members will

be sought as part of the informal consultation.

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

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

No capital investment is required.

**Support documents**

**Responsible Cabinet Member - Leader of the Council**

**Reference No:** Invicta Law have provided advice that KCC's Constitution requires Transport for the South East to be listed in Section 19, Partnerships.

**Key** Yes

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

**Title:**

**20/00010 - Transport for South East (TfSE) - Proposal to Govt**

**The Decision needed:**

**Proposed decision**

As Leader of the Council, in accordance with Section 19.2 of the Council's Constitution, I agree to:

1. Consent to Transport for the South East's Proposal to Government for powers in addition to the general powers of a Sub-national Transport Body.
2. Participate in, and cooperate with, Transport for the South East in accordance with the powers requested from Government and those powers operating concurrently with Kent County Council as Highway Authority and Local Transport Authority.

And delegate authority to the Corporate Director of Growth, Environment and Transport, in consultation with the Leader and Monitoring Officer, to enter into relevant legal agreements and take other appropriate actions as necessary to implement the decision.

**Background**

The Cities and Local Government Devolution Act 2016 amended the Local Transport Act 2008 to allow the creation of Sub-national Transport Bodies (STBs). There are now several shadow STBs in England, with Transport for the North becoming the only statutory STB in April 2018.

The South East 7 (SE7 – Kent, Medway, Surrey, West Sussex, East Sussex, Hampshire, Brighton and Hove) councils proposed the establishment of an STB for the South East. From this, Transport for the South East (TfSE)

emerged, which is now a partnership of 16 Local Transport Authorities and five Local Enterprise Partnerships. In addition to the SE7, TfSE includes Southampton, Portsmouth, Isle of Wight, and the Berkshire unitary authorities represented by the Berkshire Local Transport Body (West Berkshire, Wokingham, Windsor & Maidenhead, Bracknell Forest, Reading, Slough).

TfSE has sought to formalise its role as the South East's voice for strategic transport issues by becoming a statutory body. To do this, TfSE has worked with its members to develop a Proposal to Government. This draft proposal was consulted on from May to July 2019. KCC provided a response to the consultation, supporting the powers TfSE proposed. Some of these were supported only conditionally provided that the principle of subsidiarity is applied (i.e. powers are used at the most local level). This was in relation to highways and transport functions that constituent members already hold but TfSE wants to enact concurrently.

Transport for the South East have since revised their Proposal to Government taking account of the comments they received in the consultation. The revised Proposal includes the application of the principle of subsidiarity.

TfSE has also consulted on its draft Transport Strategy for the South East (October 2019 – January 2020). KCC responded positively to this consultation to support the overall aims and aspirations of TfSE. The development of a Transport Strategy is one of the central functions of a STB, and the Department for Transport awarded TfSE funding (in addition to funding from the constituent authorities) to produce one.

TfSE plan to submit the revised Proposal to Government and the Transport Strategy for the South East to the Department for Transport concurrently. This is to present a unified vision for the region alongside the request for powers to achieve it, with the consent of constituent bodies.

### **Strategic Statement**

Transport for the South East is emerging as an important advocate of improved transport in the region, and its own aims closely match the objectives of the Strategic Statement. The vision for the Transport Strategy for the South East is:

*By 2050, the South East of England will be a leading global region for net-zero carbon, sustainable economic growth where integrated transport, digital and energy networks have delivered a step-change in connectivity and environmental quality.*

*A high-quality, reliable, safe and accessible transport network will offer seamless door-to-door journeys enabling our businesses to compete and trade more effectively in the global marketplace and giving our residents and visitors the highest quality of life.*

Thus, TfSE is fundamentally focused on improving lives, sustainable economic growth, and supporting all people to make informed transport

decisions and have a range of transport choices so that they can benefit from improved quality of life. Consequently, TfSE has the potential to positively contribute towards all of the supporting outcomes identified in the Strategic Statement.

### **Options**

Kent County Council is one of the founding bodies of Transport for the South East. As such, the only other option would be to decline to endorse the Proposal to Government and rescind support for TfSE. This would restrict KCC's opportunities to progress transport schemes for investment and isolate the county from wider regional discussions about transport in the future. It could potentially see the Council's influence in lobbying for schemes on the Strategic Road Network and railway network diluted because KCC would be a small area alone, hence not in alignment with the move to regional prioritisation that the Government has promoted to date.

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

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

Leader of the Council

### **Date:**

Not before February 2020

### **Reason if Key Decision**

An Equalities Impact Assessment has been undertaken

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

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

### **Consultees**

### **Consultation**

Transport for the South East published a draft Proposal to Government for consultation in May 2019, with the consultation ending in July 2019.

Transport for the South East have revised their Proposal to Government after review of the consultation responses received. The final Proposal to Government will be presented to Cabinet Committee in advance of this decision being taken.

### **Cabinet Committee engagement**

The KCC proposed response to the Transport for the South East draft

Proposal to Government was taken to Environment and Transport Cabinet Committee on 16<sup>th</sup> July 2019. At that meeting it was resolved that the proposed response would be noted. This proposed response supported the powers requested by Transport for the South East, and conditionally supported the powers that would be shared with KCC provided that the principle of subsidiarity applies – i.e. that decisions on the use of these powers are made at the most local level by constituent authorities.

The KCC proposed response to Transport for the South East's *Transport Strategy for the South East* will be taken to Environment and Transport Cabinet Committee on 31 March 2020.

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

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

As a constituent authority, KCC contributes £58,000 per year to fund the development of TfSE. This has been matched by £1 million of Department for Transport funding in 2018/19 and a further £500,000 in 2019/20.

##### **Support documents**

**NOT BEFORE 18 JANUARY 2020 BY CABINET MEMBER**

#### **Responsible Cabinet Member - Cabinet Member for Education and Skills**

**Reference No:** Any legal implications will be identified in the report to the Cabinet Member for Education and Skills before he takes his decision to allocate the funding.

**Key** Yes

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

##### **Title:**

**20/00007 - Proposal to permanently increase the capacity at Pilgrims Way Primary School, Pilgrims Way Canterbury CT1 1XU**

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

**Background –**

The Kent Commissioning Plan for Education 2019-2023 identifies a need for additional places in the Canterbury City Planning Area from 2021 this is due to pressures from new housing developments in Canterbury City and specifically the private development on the former Howe Barracks Site. This development will produce a total of 500 new homes. In addition to this, the refurbishment of former army houses by Redbridge Council is resulting in 38 new families moving in from November 2019. To mitigate the need for places, it is proposed that Pilgrims Way will expand by 0.5 forms of entry (FE) to become a 2FE Primary school. Pilgrims Way is the nearest primary school to these developments and was named for any developer contributions linked to the development of private housing on the former barracks site. Canterbury City Council Local Plan identifies 16,000 new homes over the plan period to 2031. 8,737 are planned for the Canterbury area, with 6,533 in the Canterbury City Primary planning area where Pilgrims Way Primary School is located. Pilgrims' Way Primary School was registered as a new school on 1st May 2018 and is part of the Veritas Academy Trust. They are awaiting their first Ofsted inspection. Currently Pilgrims Way has 261 on the school roll with 31 on the nursery roll totalling 292 (May school census 2019)

**Proposed decision –**

To expand Pilgrims Way Primary School by increasing the Published Admissions Number (PAN) from 45 places to 60 places from September 2021.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before January 2020

**Reason if Key Decision**

An Equality Impact Assessment has been produced as part of the proposal and will be considered as part of the decision making process.

**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 public consultation was held between 4 October 2019 and 22 November 2019 and the feedback from this will be included in CYPE Cabinet Committee report. During this period a pre planning consultation event was held at the school on Monday 18 November 2019.

The report to the CYPE CC to approve the proposal will be presented at the

10 January 2019 cabinet committee meeting.

The local member has been informed of the proposal and their views have been sought during the public consultation period. Their view will be included in the CYPE Cabinet Committee report.

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

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

The feasibility estimates the costs for this proposal to be £1.9m and the CYPE Cabinet Committee report will update costs as the concept designs are prepared and surveys completed for the planning application. Up to £2,500 is provided for each newly provided learning space for ICT equipment from the Capital budget. Totalling £10,000 for this project. £81,473.63 in developer contributions has been collected by Canterbury City Council towards the 0.5FE expansion of Pilgrims Way Primary School. A further £843,560 is expected but not received and £4,986 has been requested but not agreed. A total of £930,019.63 is therefore expected from developer contributions towards the expansion. As per KCC policy a total of £6,000 per new learning space will be provided to the school from the DSG revenue budget. For this proposal, costs will be £24,000.

**Support documents**

**Responsible Cabinet Member - Cabinet Member for Education and Skills**

**Reference No:** Contracting for KCC framework building contractors. Revisions to existing leases and shared use agreements already in place for the site. These proposals will help to secure our ambition “to ensure that every child will go to a good school where they make good progress and have fair access to school places” as set out in the Kent Commissioning Plan.

**Key** Yes

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

**Title:**

**20/00009 - Proposal to expand Tunbridge Wells Grammar School for Boys, by increasing the Published Admission Number (PAN) from 210 places to 300 places from September 2021**

**The Decision needed:**

**Background:**

Kent County Council (KCC) as the local authority has a statutory duty to

ensure sufficient school places are available. The County Council's Commissioning Plan for Education Provision in Kent 2019-23 is a five-year rolling plan which is updated annually. It sets out our future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent.

It is forecast that there will be significant short and medium-term pressure for additional Year 7 places in the West Kent Selective Planning Group which indicates that additional capacity will be needed for 2019/20 and in later years. The planning group includes all Grammar schools in the districts of Sevenoaks, Tonbridge and Tonbridge Wells.

In 2012, Kent County Council agreed to identify and pursue options to increase Grammar provision in that area.

Therefore, KCC has asked Tunbridge Wells Grammar School for Boys to provide additional places for local children by expanding the school onto a satellite in Sevenoaks district.

**Proposed Decision:**

Proposal to expand Tunbridge Wells Grammar School for Boys, by increasing the Published Admission Number (PAN) from 210 places to 300 places, facilitated by the establishment of a satellite of the school on the Wildernesse site in Sevenoaks, from September 2021.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before February 2020

**Reason if Key Decision**

An EqlA has been completed and can be viewed here:

[https://kccconsultations.inconsult.uk/gf2.ti/f/1080450/58011205.1/DOCX/-/TW\\_Grammar\\_EqlA.docx](https://kccconsultations.inconsult.uk/gf2.ti/f/1080450/58011205.1/DOCX/-/TW_Grammar_EqlA.docx)

**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 was held from 28 October 2019 to 6 December 2019. The consultation was held for the community and other stakeholders, and included the following groups: all schools in the Sevenoaks District, Elected Members (Kent County Council, Sevenoaks District Council), Parish and Town Councils, Local MPs, Dioceses of Rochester and

Southwark, Residents groups where known and Children's Centres. A drop-in event for stakeholders to raise issues and concerns was held on 12 November 2019. A full public meeting was held on the 20th November, chaired by Sarah Hamilton.

This matter will be discussed at the CYPE Cabinet Committee meeting on 10<sup>th</sup> January 2020, Ian Watts will attend.

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

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

A feasibility study has been carried out which estimates the cost of delivery of buildings and appropriate site infrastructure, being approximately £15m, wholly funded by the CYPE Basic Need Capital Budget. Further information relating to the funding of this proposed decision will be contained within the report which will be submitted to the CYPE Cabinet Committee on 10 Jan 2020.

**Support documents**

**NOT BEFORE 10 JANUARY 2020 BY CABINET MEMBER**

**Responsible Cabinet Member** - Cabinet Member for Community and Regulatory Services

**Reference No:**  
None Known

**Key** Yes

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

**Title:**  
**19/00096 - KCC's Civil Society Strategy**

**The Decision needed:**

The Civil Society strategy (working title) will replace KCC's existing VCS policy and set out the future relationship with civil society and the 'social sector', voluntary, community and social enterprise sector (VCSE), as a core part of that. The strategy will also set out the objectives and intentions for KCC's future offer of support to the VCSE. How this will be delivered will be set out in a subsequent action plan, which will include the financial implications and commitments.

The strategy will include the grant framework for the council, which was developed in 2015 and has been updated based on feedback from the past 4 years of operation. This is intended to create consistency and

clarity in the way we award grants to the VCSE across the Council.

The strategy will also replace the Kent Partners Compact, which was last revised in 2012 and will set out the principles of how we will engage and work with the VCSE in the future.

This will be a supporting strategy to the new Strategic Statement for the Council, to be agreed in early 2020 and will support a number of key objectives.

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

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

Cabinet Member for Community and Regulatory Services

### **Date:**

Not before May 2020

### **Reason if Key Decision**

An Equalities Impact Assessment screening has been undertaken.

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

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

### **Consultees**

**Early engagement has taken place through VCSE networks and representative bodies. Formal consultation will open in February (estimated) and will be for a 6-8-week period.**

**Cabinet Committee consultation planned or undertaken. If planned – which meeting do you wish to attend?**

**A draft proposal to go out to consultation in the new year and with a high-level outline of the strategy structure was taken to Policy and Resources Cabinet Committee on 8<sup>th</sup> November. The final draft of the strategy informed by the consultation will go back to P&R Committee on 12th May (estimated).**

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

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

None Stated

### **Support documents**



**NOT BEFORE 25 DECEMBER 2019 BY CABINET MEMBER**

|   |
|---|
| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Education and Skills</p> <p><b>Reference No:</b> Contracting for KCC framework building contractors</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><br/><b>19/00094 - Proposal to expand Meopham School, Wrotham Road, Meopham, Gravesend, Kent, DA13 0AH, by increasing the Published Admission Number (PAN) from 140 places to 210 places from September 2021</b></p> <p><b>The Decision needed:</b><br/><b>Background:</b></p> <p>Kent County Council (KCC) as the Local Authority has a statutory duty to ensure sufficient school places are available. The County Council’s Commissioning Plan for Education Provision in Kent 2019-23 is a five-year rolling plan which is updated annually. It sets out our future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent. A copy of the plan can be viewed from this link:</p> <p><a href="http://www.kent.gov.uk/about-the-council/strategies-and-policies/education-skills-and-employment-policies/education-provision">http://www.kent.gov.uk/about-the-council/strategies-and-policies/education-skills-and-employment-policies/education-provision</a>.</p> <p>It is anticipated that there will be significant short and medium-term pressure for additional Year 7 places in the Gravesham and Longfield Non-Selective Planning Group which indicates that additional capacity will be needed for 2021 and in later years.</p> <p>Therefore, KCC has asked Meopham School to provide additional places for local children by expanding the school.</p> <p>KCC propose increasing the accommodation and the amount of school social space including, dining, recreational and circulation space over the expansion period. This work would be completed before the September 2021 intake. This build would enable the school to offer 210 Year 7 places for September 2021.</p> <p><b>Options:</b></p> |

Meopham School is a popular school that was judged 'Outstanding' by Ofsted in February 2019.

There are seven secondary schools in the Gravesend and Longfield Non-Selective Planning Group. These are: Longfield Academy, Meopham School, Northfleet School for Girls, Northfleet Technology College, Saint George's CE School (Gravesend), St. John's Catholic Comprehensive School and Thamesview School.

Of these, Thamesview School, St George's CE School, Northfleet School for Girls are either being expanded, or are the subject of a future proposal to expand. Northfleet Technology College is under feasibility for an expansion and Longfield School has been offering additional places under local arrangements for several years. Meopham School is the only remaining candidate for expansion.

Meopham School is a popular and successful school and the proposal to increase the number of secondary places at the school is therefore, in line with the expectation of expanding popular & successful schools. The proposal is to add an additional 70 places taking the school PAN up to 210 for September 2021. It will be achieved through building additional accommodation and service space on the Meopham School site.

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before December 2019

### **Reason if Key Decision**

An EqlA has been completed and can be viewed here:

<https://www.kent.gov.uk/education-and-children/schools/school-consultations#tab-1>

### **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 discussed at the Children's, Young People and Education (CYPE) Cabinet Committee meeting in March 2020. Ian Watts (Area Education Officer - North Kent) will attend.

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

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

A feasibility study has been carried out which estimates the cost of delivery

being between £7m and £7.5m, wholly funded by the CYPE Basic Need Capital Budget. Subject to Members support for the proposal to progress, these estimates will be refined as detailed design work is undertaken and the scheme progresses through the planning process. In line with the agreement of Cabinet Committee on 7 May 2019, the capital figure reported here is a budget estimate for information only. Following receipt of planning permission, the refined budget estimate will be presented to Infrastructure Commissioning Board and the Cabinet Member for Children, Young People and Education for a key decision to be made. Members are asked to support further resources being expended to enable the scheme to proceed to planning stage.

### Support documents

**NOT BEFORE 18 DECEMBER BY 2019 CABINET / CABINET MEMBER**

**Responsible Cabinet Member** - Cabinet Member for Economic Development

**Reference No:** A legal agreement will need to be drawn up between KCC and Essex County Council to effect the transfer of Growing Places Fund monies to KCC.

A legal agreement will need to be drawn up between KCC and the borrower to transfer the Growing Places Fund monies to the borrower. The loan agreement would incur a charge being taken against the assets of the borrower.

KCC would maintain responsibility for monitoring repayments from the successful borrower.

**Key** Yes

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

**Title:**

**19/00095 - Discovery Park: Growing Places Fund**

**The Decision needed:**

Proposed Decision:

- *Kent County Council be the administration and funding decision authority for the £5.3m allocation from SELEP's Growing Places Fund;*
- *KCC draws down capital funds of £5.3m from the Growing Places Fund;*
- *KCC makes available loan finance of up to £5.3m from the Growing*

*Places Fund to support works at Discovery Park to build a spine road and associated infrastructure to enable the building of 500 new residential homes;*

- *Authority be delegated to the Director of Economic Development to take appropriate actions, including but not limited to, entering into legal agreements as necessary to implement this decision.*

*Provided that:*

1. *Kent County Council is able to agree a satisfactory loan agreement from Essex County Council as the accountable body for SELEP's Growing Places Fund; and*
2. *The receipt of a satisfactory application for loan finance for the works at Discovery Park subject to the rules of the Growing places Fund and the findings of an independent financial appraisal.*

***Background:***

KCC shall invite applications for loan finance of up to £5.3m for infrastructure at Discovery Park. This £5.3m will be obtained from the Growing Places Fund (GPF), which is administered by the South East Local Enterprise Partnership (SELEP). Applications will then be appraised and considered through the same process as that which is currently used to determine applications for loans from the Kent and Medway Business Fund (KMBF). This means that any application will be required to submit a full business plan, be subject to independent appraisal and be considered by the KMBF Investment Advisory board before a decision is made by KCC. The owners of the Discovery Park site are aware of this proposed process and we anticipate that an application will be forthcoming when the process is launched. In parallel with this process, KCC shall seek to enter into a loan agreement with Essex County Council (the Accountable Body for GPF). These terms have been discussed with Essex County Council and have received an in-principle agreement. However, they will need to be formalised when an agreement to lend to a borrower have been reached.

**Options (it is a legal requirement (2012 Executive Arrangements regulations) to outline other options considered)**

The alternative would be for Kent County Council not to act as an agent for SELEP for the £5.3m Growing Places Fund loan. There is no evidence that this would be a more effective way of achieving the outcome of securing investment in Discovery Park, and there is a risk if the funding allocation is returned to SELEP that it is no longer ring-fenced for investment in Discovery Park or the wider Kent area.

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

**Who is taking the Decision**

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|--|
| <p>Cabinet Member for Economic Development</p> <p><b>Date:</b><br/>Not before December 2019</p> <p><b>Reason if Key Decision</b><br/>Equalities implications – An Equalities Impact Assessment will be undertaken should a loan application be received.</p> <p>Data Protection implications – To enable KCC to administer the Kent and Medway Business Fund, it is required to hold personal details about the borrower. KCC also collects anonymised information about protected characteristics as part of its Equalities Impact Assessment monitoring.</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 Key Decision will be discussed at the Growth, Economic Development and Communities Cabinet Committee on 28 November 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><br/>The loan of £5.3m will be capital funding allocated from non KCC funding sources (that is, the SELEP Growing Places Fund). KCC estimates that there will be revenue costs associated with application processing, appraisal, valuation and legal costs: these can be confirmed at the application stage. There will also be an ongoing administrative cost to KCC related to monitoring over the period of the loan, which would be covered by an administration charge levied on the borrower.</p> <p><b>Support documents</b></p>                                      |

**NOT BEFORE 27 NOVEMBER BY CABINET MEMBER / CABINET**

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|---|
| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Education and Skills</p> <p><b>Reference No:</b> Contracting for KCC framework building contractors.</p> <p><b>Key No</b></p> |
| <p><b>Section 1 – the decision needed, how it relates to the Council's</b></p>  |

## Corporate Outcomes and the Costs and risks involved.

**Title:**

**19/00083 - Proposal to Expand Gravesend Grammar School from 174 places to 210 places in September 2021**

**The Decision needed:**

**Background:**

Kent County Council's Commissioning Plan for Education Provision in Kent 2019-23 is a five-year rolling plan which is updated annually. It sets out the future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent. A copy of the plan can be viewed from this link: <http://www.kent.gov.uk/about-the-council/strategies-and-policies/education-skills-and-employment-policies/education-provision>

KCC forecasts indicate a growing demand for Year 7 places in Gravesend from the start of the 2019-20 academic year. The Gravesend and Longfield Selective Planning Group is forecast to have a deficit of 36 Year 7 places (1FE) from 2019-20 that increases to a deficit of 62 places (2FE) for the 2021-22 intake and increases again to 99 places (3.3FE) by 2023/24.

Gravesend Grammar School has a Published Admission Number of 174, but has in the past, offered extra places through appeals.

KCC proposed an expansion of the school to take the PAN to 210 (7FE). The school currently has a permanent infrastructure that can accommodate a PAN of 150. There is a temporary two storey block on site that offers additional accommodation, facilitating the extra 24 places. To expand Gravesend Grammar School, KCC are proposing the removal of the temporary block and building a new block at the school, together with other infill and enhancement work to social spaces. This work would be completed before the September 2021 intake. This build would enable the school to offer 210 Year 7 places for September 2021.

**Proposed decision:**

The Cabinet Member for Education and Skills proposes to expand Gravesend Grammar School, Church Walk, Gravesend, Kent, DA12 2PR increasing the Published Admission Number (PAN) from 174 places to 210 places from September 2021.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before November 2019

**Reason if Key Decision**

An EqlA has been completed.

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

A Public Consultation ran from 30<sup>th</sup> September 2019 to 1<sup>st</sup> November 2019, with a drop-in event for stakeholders to raise issues and concerns on 15<sup>th</sup> October 2019. The consultation included the community and other stakeholders, including the following groups:

- **All schools in the Gravesham Borough**
- **Elected Members (Kent County Council, Gravesham Borough Council)**
- **Parish and Town Councils**
- **Local MPs**
- **Dioceses of Rochester and Southwark**
- **Church Groups**
- **Residents Groups**
- **Children’s Centres, Community and Voluntary Groups, Youth Groups**

This matter will be discussed at the Children’s, Young People and Education Cabinet Committee on 15<sup>th</sup> November 2019 – Ian Watts will be in attendance.

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

A feasibility study has been carried out which estimates the cost of delivery being between £7.0m and £7.5m, wholly funded by the CYPE Basic Need Capital Budget. In line with the agreement of Cabinet Committee on 7 May 2019, the capital figure reported here is a budget estimate for information only. Subject to Members support for the proposal to progress, these estimates will be refined as detailed design work is undertaken and the scheme progresses through the planning process. Following receipt of planning permission, the refined cost estimate will be presented to Infrastructure Commissioning Board and the Cabinet Member for Children, Young People and Education for a key decision to be made. If Members support the progression of this proposal capital will be spent developing the design. This expenditure will be below the level requiring a key decision and within that delegated to officers.

**Support documents**

**Responsible Cabinet Member** - Cabinet Member for Education and Skills

**Reference No:** Contracting for KCC framework building contractors.

**Key** Yes

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

**Title:**

**19/00084 - Proposal to Expand West Hill Primary Academy from 72 places to 90 places in September 2020**

**The Decision needed:**

**Background Information:**

Kent County Council (KCC) as the Local Authority has a statutory duty to ensure sufficient school places are available. The County Council’s Commissioning Plan for Education Provision in Kent 2019-23 is a five-year rolling plan which is updated annually. It sets out our future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent. A copy of the plan can be viewed from this link: <http://www.kent.gov.uk/about-the-council/strategies-and-policies/education-skills-and-employment-policies/education-provision>.

It is anticipated that there will be significant short and medium-term pressure for additional Year R places in the West Dartford Planning Group which indicates that additional capacity will be needed for 2019/20, continuing for later years.

As part of the measures being taken to address the capacity issues illustrated above, KCC is proposing that West Hill PAN to 90 for 2020.

**Proposed Decision:**

The Cabinet Member for Education and Skills proposes to expand West Hill Primary Academy, Church Walk, Dartford, Kent, DA12 2PR Dartford Road, Dartford, DA1 3DZ increasing the Published Admission Number (PAN) from 72 places to 90 places from September 2020.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before November 2019

**Reason if Key Decision**

An EqlA has been completed. There are no issues identified, but officers will

continue to monitor.

**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 Public Consultation ran from 8<sup>th</sup> October 2019 to 12<sup>th</sup> November 2019, with a drop-in event for stakeholders to raise issues and concerns on 6<sup>th</sup> November 2019. The consultation included the community and other stakeholders, including the following groups:

- **All schools in the Dartford Borough**
- **Elected Members (Kent County Council, Dartford Borough Council)**
- **Parish and Town Councils**
- **Local MPs**
- **Dioceses of Rochester and Southwark**
- **Church Groups**
- **Residents Groups**
- **Children’s Centres, Community and Voluntary Groups, Youth Groups**

This matter will be considered at the CYPE Cabinet Committee meeting on 15<sup>th</sup> November 2019 – Ian Watts will be in attendance.

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

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

Capital:

A feasibility study has been carried out which estimates the cost of delivery being between £2.2m and £2.4m, wholly funded by the CYPE Basic Need Capital Budget.

Revenue Funding:

Should the scheme progress, £6,000 per new learning space will be provided towards the cost of furniture and equipment. This will be given to the school to purchase the required equipment.

In addition, an allowance of up to £2500 may be payable to outfit each new teaching room with appropriate ICT equipment, such as touch screens or projection equipment.

Pupil Growth Funding

The school will receive growth funding in accordance with the Pupil Growth Policy established by KCC and its Schools' Funding Forum.

**Support documents**

**NOT BEFORE 2 OCTOBER 2019 BY CABINET MEMBER/CABINET**

|   |
|---|
| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate and Democratic Services</p> <p><b>Reference No:</b> in order to de-risk the proposed acquisition in the context of the project and viability pressures, there are a number of conditions being imposed to mitigate these risks.</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><br/><b>19/00058 - Strategic Acquisition &amp; Disposal, Maidstone East</b></p> <p><b>The Decision needed:</b><br/><b><u>Proposed decision:</u></b></p> <p>To consider the Maidstone East redevelopment and the next steps in the delivery of the comprehensive development of the site and delegate authority to the Director of Infrastructure in consultation with the Cabinet Member for Corporate and Democratic Services, the Corporate Director for Finance and the Cabinet Member for Finance to finalise terms and enter into the necessary documentation to complete the transactions in line with the Councils Decision.</p> <p><b><u>Background:</u></b></p> <p>In July 2016 KCC and MBC entered into a Collaboration Agreement and jointly acquired a strategically located site at Maidstone East with the long term objective to assemble adjacent land and facilitate the viable delivery of a high quality “Gateway” development in line with pre-agreed objectives to primarily improve this part of the County Town.</p> <p>The proposed Decision will consider the next steps in the delivery of a comprehensive development on the site. Following the completion of the due diligence the decision report will set out the options in relation to the next steps for consideration by the Leader, the Cabinet Member for Corporate and Democratic Services and the Cabinet Member for Finance following which a decision will be taken.</p> |
| <p><b>Section 2 – Who is taking the final decision and when</b></p>   |
| <p><b>Who is taking the Decision</b><br/>Cabinet Member for Corporate and Democratic Services</p>   |

**Date:**

Not before October 2019

**Reason if Key Decision**

N/A, although will be taken fully into account in the planning phase.

**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 Policy and Resources Cabinet Committee on 20 September 2019.

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

There is a financial allocation in the Medium Term Financial Plan for a Property Investment Fund (PIF), which would be utilised to support the acquisition strategy. A holding strategy would be put in place to manage the properties in the short term. As per the Collaboration Agreement, it is clear that KCC are to take forward the most viable scheme possible and at a minimum, recoup their level of investment to date upon completion.

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

**Reference No:** Regulation 12(7) of the Public Contracts Regulations 2015 enable this type of co-operation between contracting authorities where certain conditions are met. Independent legal advice has supported the legality of the approach in relation to the public health functions which are the subject of the partnership.

This form of arrangement builds on duties that already existed to exercise functions with a view to integrating the provision of care and support provision, under the Care Act 2014 (“CA 2014”), with health provision (section 3, CA 2014). Both parties are also under a duty, under s.82 of the NHS Act 2006, to co-operate with one another to secure and advance the health and welfare of the people of England and Wales.

**Key** Yes

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

**Title:**

**19/00064 - Kent County Council and Kent Community Health NHS Foundation Trust collaborative partnership - delivery and transformation of Public Health services**

**The Decision needed:**

**Proposed Decision:**

To agree the extension of collaborative partnership arrangement with Kent Community Health NHS Foundation Trust (KCHFT) until at least March 2025 and ongoing delivery of Public Health services through this approach. Public Health services included within the current arrangement are listed below:

- Health Visiting
- School Health Services
- Sexual Health Services
- Lifestyle Services and NHS Health Checks
- Oral Health Services
- Postural Stability Services

**Background:**

Kent County Council took the decision to enter into an innovative partnership with Kent Community Health Foundation Trust (KCHFT) in September 2017, with the aim to maximise the opportunity to improve the health of Kent residents, deliver common objectives and accelerate delivery of the Sustainability Transformation Plan (STP), known as the Sustainability Transformation Partnership. This arrangement was also designed to offer the flexibility to align to new local care arrangements.

This decision recognised that KCHFT was integral to the delivery of the STP and recognised that both KCC and KCHFT faced significant challenges which could be better managed through a joint open and transparent approach. The original decision put procurement in “abeyance” until at least March 2020 and a further decision is required on how best to deliver these services in the future. Legal advice taken at this time confirmed that the approach was permitted within the Procurement Regulations.

The Kent and Medway Sustainability and Transformation structures are more advanced than in 2017 and local leaders are working to deliver the local plan, Case for Change. This includes a series of commitments which have been supported by KCHFT. Kent and Medway STP is developing a five-year plan in response to the national LTP and is required to become an Integrated Care System (ICS) in the coming months. Services and health providers will need to align to these changes and work with

commissioners to determine how they can best integrate and support acceleration of local care.

Kent continues to face a series of significant demographic pressures alongside budget constraints and pressures, e.g. long-term clarity on national NHS pay and uncertainty on future funding arrangements for the Public Health grant.

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

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

Cabinet Member for Adult Social Care and Public Health

### **Date:**

Not before October 2019

### **Reason if Key Decision**

Equalities implications: Equality Impact Assessments will be completed at a service level as required.

Data Protection implications: KCHFT is IG Toolkit compliant and Data Process Impact Assessments will be completed at a project level as required.

### **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 item was discussed by the Health Reform and Public Health Cabinet Committee on 24 September and the proposed decision endorsed. The minute of the discussion is as follows:

### **19/00064 - Delivery and Transformation of Public Health Services.**

*(Item. 8)*

The Chairman advised the committee that, as this and the exempt report later in the agenda (item 12) contained much detailed information, he was minded to take both reports together in a closed session at the end of the meeting. It was important that Members have the opportunity of a full understanding of the issues before being able to comment on them and consider the recommendations, and to do this they would need to be able to have a frank discussion and explore all of the available information. This could only be done effectively in a closed session.

**EXEMPT ITEM** (open access to minutes)

**19/00064 - Delivery and Transformation of Public Health Services.**  
(Item. 12)

*Mrs V Tovey, Public Health Senior Commissioning Manager, was in attendance for this item.*

1. Mrs Tovey introduced the reports for agenda items 8 and 12 and responded to questions of detail from the committee, including the recruitment and training of new nurses and retention and re-training of experienced nurses to take on new roles, for example, as health visitors and school nurses, to offer a new career pathway. The Care Quality Commission's recent rating of Kent Community Health NHS Foundation Trust (KCHFT) as 'outstanding' would help to retain and attract new staff. Other questions included clarity of the conditions that were required to be met for the County Council and KCHFT to enter into this agreement. Mrs Tovey confirmed that the conditions were set out in section 12(7) of the Procurement Regulations and also referenced within the exempt report. Mrs Tovey informed the committee that independent legal advice confirmed the arrangement met these criteria for the delivery of public health services and advised that this would be subject to review during the five years to ensure the conditions continued to be met.

2. It was RESOLVED that:-

- a) the context, risk and assurance associated with the proposed procurement approach for public health services be noted; and
- b) the decision proposed to be taken by the Cabinet Member for Adult Social Care and Public Health, to authorise the County Council to extend the collaborative arrangement with Kent Community Health NHS Foundation Trust, for the services listed in the report, until March 2025, be endorsed.

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

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

The spend of Public Health services across the 5 years will be in the region of £187,109,535. However, values will be subject to annual review and will fluctuate based on demand and any external investment e.g. through Health partners.

Additional income through Health Partners enables delivery of HIV treatment services and targeted work for NHS Health Checks as set out as part of the STP.

The estimated value for 2019/20 is £37,421,907 with anticipated income of £860K from NHS England and the Kent and Medway STP. Services included are Health Visiting, School Nursing, Postural Stability, Sexual Health, Lifestyle services, including Smoking, and NHS Health Checks and Oral health. A number of services are open-access and, as such, actual spend will be dependent on demand.

**Support documents**

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

**Responsible Cabinet Member** - Cabinet Member for Community and Regulatory Services

**Reference No:** Kent County Council (KCC) does not have a legal duty to provide sites in Kent for the Gypsy and Traveller community. This is a statutory duty placed upon the district and borough councils to discharge as part of their local plans. All local councils are required to produce an up-to-date Local Plan for their area, to guide the spatial development of the borough.

**Key** Yes

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

**Title:**

**19/00052 - Gypsy and Traveller Pitch Allocation Policy**

**The Decision needed:**

Proposed Decision:

To revise and update Kent County Council’s (KCC) Gypsy and Traveller Service Allocations Policy for managed sites.

Background:

This review work is part of ongoing, council-wide activity to update and improve our processes, policies and practices.

The priorities for the Gypsy and Traveller service are to:

- Improve current service efficiency whilst also planning for future demographic pressures within the Gypsy and Traveller community through better planning and countywide coordination on the provision of good quality sites.
- Manage the growing financial challenge by ensuring that pitch allocations are made in a clear and transparent manner and that rent affordability is confirmed prior to pitches being allocated.
- Improve licensee vetting, licence agreements and enforcement policies to ensure our sites’ residents understand accepted levels of behaviour, including requirements for rent payments, both prior to being allocated a pitch and for the duration of their tenancy.

**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 2019

**Reason if Key Decision**

Gypsies and Travellers are protected groups under the Equality Act 2010. EQIA's have been completed to ensure impacts of policy changes have been considered and mitigations factored in where appropriate.

**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 discussed at the Environment and Transport Cabinet Committee on 16 July 2019.

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

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

The new Pitch Allocation policy will seek to redress historic issues around rent affordability and ongoing rent collection by setting out clear guidelines to all prospective tenants of the required rent arrangements and the subsequent enforcement action that will be taken if rent payments are not recovered in line with requirements.

Increased, consistent vetting of tenants will ensure that affordability of pitches is checked prior to licences to occupy being issued.

Recovery of 100% of rent costs for all tenants is critical to enable the ongoing quality, sustainable management of the sites in the future.

**Support documents**

**Responsible Cabinet Member** - Cabinet Member for Community and Regulatory Services

**Reference No:** This opportunity has not been subject to competition. This is supported by Regulation 32(2)(b)(ii) of the Public Contract Regulations which

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| <p>states that a Negotiated Procedure without Prior Publication may be used where services can be supplied only by a particular economic operator where competition is absent for technical reasons</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><br/> <b>19/00055 - Contract for Post Mortem Facilities at Mid Kent and Medway Coroner Area</b></p> <p><b>The Decision needed:</b><br/>         To award a 4 year contract to Maidstone &amp; Tunbridge Wells NHS Trust (MTW) for the provision of post mortem (PM) facilities at Tunbridge Wells Hospital, Pembury for the Mid Kent &amp; Medway coroner area.</p>   |
| <p><b>Section 2 – Who is taking the final decision and when</b></p>   |
| <p><b>Who is taking the Decision</b><br/>         Cabinet Member for Community and Regulatory Services</p> <p><b>Date:</b><br/>         Not before July 2019</p> <p><b>Reason if Key Decision</b><br/>         An Equality Impact Assessment has been carried out and there is no potential for discrimination and all opportunities to promote equality are currently being taken in line with KCC policies and statutory requirement. Should any issues arise they will be dealt with in accordance with KCC policies and statutory requirements.</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 and endorsed 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><br/>         Based on 2018-19 activity levels the estimated cost for the 4 years is £676,000</p>  |
| <p><b>Support documents</b></p>   |

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

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| <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><br/><b>19/00031 - Increase in the designated number at The Elms School, Dover</b></p> <p><b>The Decision needed:</b><br/>Background:</p> <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.</p> <p>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.</p> <p>Proposed decision:</p> <p>Increase the designated number of The Elms School, Dover from 96 to 158 places</p> |
| <p><b>Section 2 – Who is taking the final decision and when</b></p>  |
| <p><b>Who is taking the Decision</b><br/>Cabinet Member for Children, Young People and Education</p> <p><b>Date:</b><br/>Not before April 2019</p> <p><b>Reason if Key Decision</b><br/>The Equality Impact Assessment is in place. No adverse impacts have been identified at this point.</p>   |

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| <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.</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 members 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></p> <p>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.</p> <p><b>Support documents</b></p> |

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| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> KCC will accept the contractual responsibilities for the construction contracts to deliver the new school.</p> <p><b>Key No</b></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><br/> <b>19/00037 - New St Andrew's Primary Free School Contract Approval</b></p> <p><b>The Decision needed:</b><br/> <b>Background:</b></p> <p>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</p> |

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**



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

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| <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 No</b></p>   |
| <p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>  |
| <p><b>Title:</b><br/><b>19/00028 - Expansion of Palmmarsh Primary School</b></p> <p><b>The Decision needed:</b><br/>Background Information:</p> <p>In January 2017 permission was agreed to release £2,200,000 from the Education and Young People’s Services Capital budget to enable Palmmarsh Primary School to expand to 1FE. It was understood that this would be the first phase of a gradual expansion to 2FE.</p> <p>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.</p> <p>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.</p> <p>Options:</p> <p>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.</p> <p>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.</p> <p>A variation to the present planning permission will be required if this was to</p> |

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 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**

**Who is taking the Decision**

Deputy Leader and Cabinet Member for Finance and Traded Services

**Date:**

Not before January 2018

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| <p><b>Reason if Key Decision</b><br/>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><br/>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**

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| <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><br/><b>17/00094 - Disposal of Land East of Great Chart Primary School, Singleton</b></p> <p><b>The Decision needed:</b><br/>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</p> |

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

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| <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><br/><b>17/00084 - (Phase 2) A274 Sutton Road, Maidstone at its junction with Willington Street</b></p> <p><b>The Decision needed:</b><br/>The Willington Street Junction Improvement Scheme is to help reduce</p> |

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**

## **LONG TERM**

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

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| <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>   |
| <p><b>Title:</b><br/> <b>Lawn Primary School, Gravesend - New Playing Field</b></p> <p><b>The Decision needed:</b><br/> 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> |
| <b>Section 2 – Who is taking the final decision and when</b>   |
| <p><b>Who is taking the Decision</b><br/> Cabinet Member for Corporate and Democratic Services</p> <p><b>Date:</b><br/> Before January 2018</p> <p><b>Reason if Key Decision</b><br/> 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>  |
| <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 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>  |
| <b>Your name, Your Service, Your phone number and email address:</b>   |

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](mailto:Jared.nehra@kent.gov.uk)

Support documents

## UPDATE AWAITED

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| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate &amp; Democratic Services</p> <p><b>Reference No:</b> 13/00095</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><br/><b>Disposal - Residential Land adjoining Great Clayne Lane Farm, Gravesend.</b></p> <p><b>The Decision needed:</b><br/>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.</p> |
| <p><b>Section 2 – Who is taking the final decision and when</b></p>  |
| <p><b>Who is taking the Decision</b><br/>Cabinet Member for Corporate &amp; Democratic Services</p> <p><b>Date:</b><br/>Not before October 2015</p> <p><b>Reason if Key Decision</b><br/>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>   |

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| <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><br/> Lead officer: Rebecca Spore<br/> Director of Property &amp; Infrastructure Support<br/> Tel: 01622 - 221151<br/> E-Mail: rebecca.spore@kent.gov.uk</p> <p><b>Support documents</b></p> |

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| <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><br/> <b>Former Shepway Resource Centre, Folkestone - Disposal</b></p> <p><b>The Decision needed:</b><br/> <b>LATEST UPDATE:</b><br/> 19/05/2014 - Decision due date changed from 18/02/2014 to 01/08/2014.<br/> <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 considered by the Property Sub-Committee or the Policy and Resources cabinet Committee before being taken by the Cabinet Member.</p> <p>-----<br/> -----</p> <p>To seek approval to the disposal of the former Shepway Resource Centre following the marketing of the site</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 Corporate & Democratic Services  |  |
| <b>Date:</b>  | Not before October 2015  |
| <b>Reason if Key Decision</b>   |  |
| <b>Reason if this decision has been delayed/withdrawn from a previous plan</b>  |  |
| <b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b> |  |
| <b>Consultees</b>   |  |
|   | The proposed decisions will be discussed at Policy & Resources' Property Sub Committee following marketing.<br>The property is situated within the electoral division of Folkestone West.<br>Cllr Hod Birkby has been consulted. |
| <b>Section 4 – Responsible Officer – Who to contact for more information.</b>   |  |
| <b>Your name, Your Service, Your phone number and email address:</b>  |  |
|   | Alyson McKenna,<br>01622 696032<br>alyson.mckenna@kent.gov.uk<br>Rebecca Spore,<br>01622 221151<br>rebecca.spore@kent.gov.uk   |
| <b>Support documents</b>  |  |

**DEFERRED**

|  |
|--|
| <b>Responsible Cabinet Member</b> - Cabinet Member for Corporate & 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> |

**Title:**  
**Sandwich Highways Depot**

**The Decision needed:**

**Update 09/03/2015:**

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

**Latest Update:**

19/05/2014: Decision due date changed from 23/12/2013 to 'Not before' 01/11/2014.

REASON: The disposals team at KCC are currently working on new plans for the site in order to ensure that the maximum value for the site is secured. Options appraisal work is underway and this work is expected to take approx. 6 months, therefore an expected decision date is set for November.

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

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

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

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

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

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

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

**Who is taking the Decision**

Cabinet Member for Corporate & Democratic Services

**Date:**

**Reason if Key Decision**

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

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

**Consultees**

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

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

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

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

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

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

**Support documents**

**Responsible Cabinet Member -**

**Reference No:** 12/020231

**Key No**

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

**Title:**  
**Eden Centre Lease**

**The Decision needed:**

**LATEST UPDATE:**

19/05/2014 - Decision due date changed from 01/03/2014 to 01/01/2015.

**REASON:** The decision remains at the earliest stages of investigation and options appraisal. A further review will take place in January 2015 when a decision pathway will be identified and the proposed decision updated further.

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**To seek agreement to the principle of granting a long lease to a charitable**

**community interest company or similar vehicle, of The Eden Centre, Four Elms Road, Edenbridge.**

The proposal directly links to Bold Steps for Kent, putting the citizen in control, building new partnerships and providing a new fit for purpose building to deliver Library and FSC services in conjunction with other partners such as the Citizen's Advice Bureau and House (West Kent Action), to support Kent's more vulnerable citizens.

The impact of the decision will be that KCC will have less control of the management and operation of the centre as they would become the responsibility of a third party.

Risks identified are:

- Reliance on the professionalism of the trustees to deliver a successful facility, agreeing with all partners a financial model for the charitable vehicle
- Reputational damage to KCC if the charitable vehicle were to fail
- Obtaining buy in from all community groups in occupation to form trust
- Untried and untested model
- Level of income generation from the centre which could go to the charitable vehicle is currently unknown as a new facility
- Continued KCC ownership of a non-core asset
- Officers may be unable to get agreement from stakeholders, charitable vehicle does not prove financially sustainable or the trust may break down and charitable vehicle will have to pick up void periods and associated costs (benefit to KCC).

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

**Who is taking the Decision**

**Date:**

**Reason if Key Decision**

Not a key decision

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

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

**Consultees**

The Eden Church, Citizen's Advice Bureau, House (West Kent Action), Edenbridge Library and FSC as partners in the centre. It is expected that representatives from all of these occupier groups will be represented by the charitable vehicle trustees, along with Sevenoaks District Council and Edenbridge Town Council.

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

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

Rebecca Spore - Director of Property & Infrastructure Tel no 01622 22115,  
Rebecca.spore@kent.gov.uk

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

**Support documents**

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