

**Kent  
County  
Council**  

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## **FORWARD PLAN OF DECISIONS**

**28 September 2020 - 31 January 2021**

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

Leader of the County Council – Roger Gough  
Published by Democratic Services

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

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

## **FORWARD PLAN OF DECISIONS**

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

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

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

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

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

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

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

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

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

<b>The Kent County Council Cabinet Members are:</b>	
Mr 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**

**NOT BEFORE 27 OCTOBER 2020**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Education and Skills</p> <p><b>Reference No:</b> Contracting for KCC framework building contractors. 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 can fair access to school places” as set out in the Kent Commissioning Plan.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>20/00100 - Proposal to Expand Mayfield Grammar School from 180 places to 210 places in September 2021 (Allocation of Funding)</b></p> <p><b>The Decision needed:</b> <b>Proposed decision –</b></p> <p>The Cabinet Member for Education and Skills is asked to:</p> <ol style="list-style-type: none"><li>i. agree to provide £3.7m from the school’s basic need capital budget to progress the proposal to expand Mayfield Grammar School, Pelham Road, Gravesend, Kent DA11 0JE from 180 places to 210 places for Year 7 entry in September 2021</li><li>ii. Authorise the Director of Infrastructure, Strategic and Corporate Services in consultation with the General Counsel and Director of Education to enter into any necessary contracts / agreements on behalf of the County Council</li><li>iii. Authorise the Director of Infrastructure, Strategic and Corporate Services to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts.</li></ol> <p><b>Reason for the decision:</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 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:</p>

**Background:**

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 from September 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.

**Options:**

Mayfield Grammar School is a popular school that was judged Outstanding in every area by Ofsted in 2013.

The school site lends itself to expansion for a number of reasons including the age and sustainability of existing structures, proximity to local demand and sympathetic leadership and governance.

The school is the only girl's grammar school in the Gravesham and Longfield Selective Planning Group, so is therefore the only option.

If no action is taken, Kent County Council will find it extremely difficult to provide sufficient local selective secondary school places in Gravesham borough.

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

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".

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before October 2020

**Reason if Key Decision**

An Equality Impact Assessment has been completed and identified no negative impacts with the following positive impacts being identified:

- i. The proposal will increase in total number of places available to meet the needs of students with disabilities and/or SEN.
- ii. More families will be able to access good and outstanding school places.
- iii. School places available to students with and without faith.

The full assessment can be viewed here :

[https://kccconsultations.inconsult.uk/gf2.ti/f/1112290/62300517.1/DOCX/-/Mayfield\\_EqIA.docx](https://kccconsultations.inconsult.uk/gf2.ti/f/1112290/62300517.1/DOCX/-/Mayfield_EqIA.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****Has any public consultation been undertaken or is any planned?**

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 have considered the response received from the consultation and have confirmed that they will proceed with the expansion proposal.

The consultation details can be found here:

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

**Cabinet Committee consultation planned:**

The Children, Young People and Education Cabinet Committee considered the proposal at its meeting on 11 March 2020. At the meeting, the Committee RESOLVED to endorse decision 20-00021 - Proposal to expand Mayfield Grammar School, Pelham Road, Gravesend, Kent DA11 0JE from 180 places to 210 places for Year 7 entry in September 2021.

Due to the urgency of the decision and the scheduled cabinet committee dates, this will not be considered by the Children's, Young People and Education Cabinet Committee before the decision is taken. However, a PROD will be published to all members for comments and questions before the decision is made, as per the KCC governance process. The record of decision will be noted at the next Children's, Young People and Education Cabinet Committee meeting.

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

Local Members were contacted, and Dr Sullivan is a Member of the Children's, Young People and Education Cabinet Committee and was present when the decision was discussed on 11 March 2020.

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

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

A feasibility study was carried out which estimated the cost to the KCC school's basic need capital budget. The amount estimated was £3.7m. The planning process has now been completed and the estimate was accurate in that the cost to the basic need budget remains £3.7m. The total project cost is £5.8m, with £2.1m being provided by the DfE through PSBP funding. This funding is specifically to remove an old building on the school site. In addition, an allowance of up to £2500 may be payable to outfit the 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. The school will receive growth funding in accordance with the Pupil Growth Policy established by KCC and its Schools' Funding Forum.

**Support documents**

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

**Reference No:** There are no legal implications.

**Key** Yes

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

**Title:**

**20/00099 - Cloud Back up and Recovery Contract award**

**The Decision needed:**

**Background:**

KCC currently use a data back-up system managed by Cantium Business Solutions to ensure all systems and associated data is backed up at regular intervals. As KCC move more data and software systems into a cloud-based infrastructure there is a requirement to manage backups in a different way, i.e. KCC need a solution that will provide a secure environment in which back-ups are stored 'off site' and constantly available for business recovery.

**Proposal:**



KCC need a data back-up solution that:

- a) is designed to function within a cloud infrastructure;
- b) provides full segregation of data from live production environment (i.e. a definitive 'air gap' that keeps the back-up data completely secure from any corruptive forces e.g. malware or ransomware (destructive code); and
- c) is managed within a robust SLA with clear and auditable recovery schedules

To achieve these aims it is proposed that KCC enter into a new 3-year contract for the supply of a managed Back up as a Service (BaaS)

### **Options (other options considered but discarded)**

*Renew existing solution* - The current solution is designed to function in an environment where data is predominantly stored in a physical data centre situated 'on prem'. It is operated by Cantium Business Solutions on KCC behalf, and is not suitable for cloud infrastructure, utilises near end of life hardware, and does not provide back up storage that is completely segregated from live production systems.

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

By having a robust managed back up solution KCC can provide a high degree of confidence in their ability to recover from a disruptive event that puts critical service delivery at risk.

## **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 October 2020

### **Reason if Key Decision**

A DPIA has not yet been completed. Any data protection implications will be addressed as part of the procurement process and a DPIA completed as 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**

**Has any public consultation been undertaken or is any planned?**

None.

**Cabinet Committee consultation planned:**

Policy and Resources Cabinet Committee – November 2020

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

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

The contract costs will be offset in part by the current budgets that are available and along with the allocation identified in the ICT Reserve.

**Support documents**

**Responsible Cabinet Member -**

**Reference No:** Under the Health and Social Care Act 2012 [8], Directors of Public Health (DPH) in upper tier (UTLA) and unitary (ULA) local authorities have a specific duty to protect the population's health. All grant funded activities will be conducted in accordance with the relevant COVID-19 legislation and guidance throughout the lifetime of the grant programme.

**Key** Yes

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

**Title:**

**20/0095 - Local Authority Test and Trace Service support grant and associated outbreak management**

**The Decision needed:**

**Proposed decision**

As Cabinet Member for Adult Social Care and Public Health, I agree:

- i. To accept the Local authority test and trace service support grant (£6,311,401) under the Department of Health and Social Care's (DoHSC) terms and conditions.  
<https://www.gov.uk/government/publications/local-authority-test-and-trace-service-support-grant/local-authority-test-and-trace-service-support-grant-conditions>;
- ii. The funding will be used for expenditure incurred or to be incurred in relation to the mitigation against and management of local outbreaks of COVID-19, including the following categories of work:
  1. Enhance the national response

2. Enhance local activities
3. Support population level approaches to managing outbreaks
4. Overheads of administering the grant

The provision and related grant funding will be flexibly deployed to be responsive to local outbreaks and need. A funding framework will be used by the Test and Trace Grant Monitoring Group to ensure consistency of decision making and alignment to grant terms, including appropriate funding to allow districts to deliver the relevant activity.

### **Reason for decision**

The government has allocated £6,311,401 to Kent County Council from a new national funding package totalling £300 million. The purpose of the grant is to 'provide support to local authorities in England towards expenditure lawfully incurred or to be incurred in relation to the mitigation against and management of local outbreaks of COVID-19'.

This funding will be used to support KCC's statutory obligation to protect and improve the health of the local population as set out in the Health and Social Care Act 2012, contribute towards the delivery of the Kent and Medway Local Outbreak Plan ([https://www.kent.gov.uk/\\_data/assets/pdf\\_file/0010/110224/Local-Outbreak-COVID-19-Control-Plan.pdf](https://www.kent.gov.uk/_data/assets/pdf_file/0010/110224/Local-Outbreak-COVID-19-Control-Plan.pdf)) and adhere to the DoHSC COVID-19 Contain Framework (<https://www.gov.uk/government/publications/containing-and-managing-local-coronavirus-covid-19-outbreaks/covid-19-contain-framework-a-guide-for-local-decision-makers#annex-2>).

### **Increasing Opportunities, Improving Outcomes: Kent County Council's Strategic Statement (2015-2020)**

Strategic outcome - *Kent communities feel the benefits of economic growth by being in-work, healthy and enjoying a good quality of life.* The planned activity which the decision concerns, will support Kent residents to take responsibility for their own health and wellbeing. Also, any successful prevention of COVID 19 outbreaks will support local economic growth, social opportunities, and quality of life for Kent residents.

### **Options**

The following options have been considered and discounted:

- Reject the funding - As with any grant there is an option to accept or reject the funding. The funding will support the local response to the COVID 19 pandemic, KCC's statutory requirements and activity which is planned to or already taking place, therefore it was felt that rejecting the grant would not be in the public's interest.
- Outsource the management of the grant – The management of the grant could be outsourced either in full or in part to a third party. Outsourcing

the management of the grant was discounted to ensure that KCC could closely control and monitor the grant and ensure flexible application to emerging need.

- Allocate all the grant to the district councils - The grant in its totality could be disseminated to the Kent district and borough councils. However, it was felt that this would not support economies of scale, e.g. the development and roll out of a countywide campaign, and therefore this option has been discounted.

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

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

**Date:**

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

Due to the high-level nature of the decision, equality and data protection assessments will be completed at a project level. The funding framework will include a requirement for the relevant equality and data protection impact assessments to be completed in line with corporate guidelines.

#### **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**

Due to the urgency of the decision and the scheduled cabinet committee dates, this will not be considered by the Health Reform and Public Health Cabinet Committee before the decision is taken. However, a PROD will be published to all members for comments and questions before the decision is made, as per the KCC governance process. The record of decision will be noted at the next Health Reform and Public Health Cabinet Committee.

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

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

This decision concerns the Local authority test and trace service support grant. This grant is separate to the Public Health Grant and does not result in a cost to KCC and does not impact on existing budgets. KCC administration of the grant and relevant staff resource will be charged to the grant allocation. The total fund allocated by the government to KCC is £6,311,401. If an authority fails to comply with any of the conditions and requirements above, the Minister of State may either:

- a) reduce, suspend or withhold grant

b) by notification in writing to the authority, require the repayment of the whole or any part of the grant  
Any sum notified by the Minister of State under point b shall immediately become repayable to the Minister.

**Support documents**

**NOT BEFORE 14 OCTOBER 2020**

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

**Reference No:** Senior officers in both strategic commissioning and finance have been consulted on this issue and no market or competition issues have been identified.

**Key** Yes

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

**Title:**  
**20/00098 - Community Based Wellbeing Services Procurement Restart**

**The Decision needed:**

Proposed decision: The Cabinet Member for Adult Social Care and Public Health is asked to:

- A) EXTEND all required grant arrangements, as detailed in the recommendation report, to cover Phase 2 procurement until 30 September 2021;
- B) EXTEND the existing grant agreements to Edenbridge Voluntary Transport Service, Sevenoaks Volunteer Transport Group, Hospice in the Weald and Heart of Kent Hospice, for the full duration of the procurement programme (to end March 2022);
- C) EXTEND the Carers Short Breaks contract to Crossroads Care Kent, until 31 March 2022;
- D) DELEGATE authority to the Corporate Director of Adult Social Care and Health to take other relevant actions, including but not limited to entering into and finalising the terms of relevant contracts or other legal agreements, as necessary to implement the decision.

**Background:**

Adult Social Care has historic grant arrangements in place with voluntary and community sector providers across the county. These grants provide a contribution towards the costs of services that support older people, people living with dementia, people with a physical disability and people with sensory impairments. Services meet the outcomes of the Council and enable people to remain well and living independently.

There are issues related to use of historic grant arrangements including an inconsistency in the type of support and services funded across the county, lack of correlation between spend and demographic factors, limitations in the ability to monitor the performance of services and therefore to understand the impact that services have on people.

Through the development process for the new contract model, it became clear there is no single solution that can address the needs of all client groups. Therefore, both universal and specialist services contracts are required. There is also a need to move to an asset-based approach and outcome-based specifications.

The Community Based Wellbeing Service Procurement Programme was paused in March 2020 due to the COVID-19 crisis. The procurement is restarting in September 2020 and a revised timetable takes the programme to the end of March 2022.

This decision supports KCC's Strategic Statement through supporting key providers that deliver services to older and vulnerable residents that will ensure they are safe and supported with choices to live independently. This decision supports the Strategic Reset programme by implementing Asset Based Commissioning.

**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 2020

**Reason if Key Decision**

The proposed grant agreements will support vulnerable and elderly people in the community.

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

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

<p><b>Consultees</b></p> <p>Is any public consultation planned or has already been undertaken? The public was consulted in the early stages of this procurement.</p> <p>Cabinet Committee consultation planned or undertaken. The proposed decision will be discussed at the Adult Social Care Cabinet Committee on 29 September 2020.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> The value of extending all the grant arrangements will be £1,566,700.16. The value of extending the contract agreement to 31 March 2022 will be £3,087,241.01. This does not require additional funding as the existing budgets can meet the cost of extending the duration of the arrangements during the procurement period.</p> <p><b>Support documents</b></p>

**NOT BEFORE 6 OCTOBER 2020**

<p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> The Kent Commissioning Plan for Education enables KCC to meet its Statutory responsibility to ensure that every child receives appropriate educational provision.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>20/00097 - Commissioning Plan for Education Provision in Kent 2021-25</b></p> <p><b>The Decision needed:</b> <b><u>Proposed decision –</u></b></p> <p>The Cabinet Member for Education and Skills is asked to agree the Commissioning Plan for Education Provision 2021-25.</p> <p><b><u>Background –</u></b></p> <p>The Commissioning Plan for Education Provision in Kent (KCP) is a five-year rolling plan which is updated annually. It sets out how Kent discharges its</p>

statutory responsibility, as the Strategic Commissioner of Education Provision, to provide sufficient Early Years, SEND, Primary and Secondary places and to ensure that there are appropriate learning pathways for pupils at Post 16. It is also our responsibility to ensure that we have enough places in the right locations, to meet the demands of increased pupil numbers and parental preferences. It reflects the fact that the Local Authority's role has changed to being the commissioner, as well as continuing to be a provider, of education provision.

### **Options -**

The Education Commissioning Plan sets out the principles by which we determine proposals, and it forecasts the need for future provision. It also sets out in more detail plans to meet the commissioning needs which arise in each District in Kent, during the next two to three years.

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

Outcome 1 states that children and young people in Kent get the best start in life. The Commission Plan will ensure that there are sufficient, high quality early years, primary and secondary school places in all Districts.

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before October 2020

### **Reason if Key Decision**

A full EqIA will be completed and will be presented to The CYPE Committee on 18 November 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**

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

CYPECC 18 November 2020

Cabinet January 2021

### **Have views been sought from local Members? If not please confirm that they will be sought and included in any report to Cabinet Committee**



**/ Cabinet Member.**

Local Members are briefed on the key issues and commissioning intentions identified in the Commissioning Plan during the Autumn Member Briefings.

Further consultation is undertaken at the CYPECC meeting on 18 November 2020.

The views of Local Members on individual school consultations in their Divisions will be sought as they come forward.

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

Individual consultations will be undertaken on each proposal outlined in the Commissioning Plan as required.

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

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

The Local Authority as Strategic Commissioner of Education Provision has a key role in securing funding to provide sufficient education provision in the County, particularly in schools, in order to meet its statutory responsibilities. The cost of providing additional school places is met from Government Basic Need Grant, supported borrowing by KCC and developer contribution monies. The forecast capital outlay needed to fulfil the need identified in the Commission Plan 2021-25 will be provided in the report to CYPE Cabinet Committee on 18 November 2020 for comment, prior to full sign off by Cabinet in January 2021.

**Support documents**

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

**Reference No:** The Memorandum of Understanding setting up the Straits Committee does not create any legal obligations on Kent County Council.

**Key No**

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

**Title:**

**20/00096 - Kent County Council's participation in the Straits Committee**

**The Decision needed:**

**Proposed decision:**

The Cabinet Member for Economic Development is asked to:

- a) **Confirm the participation of Kent County Council in the Straits Committee, a new, voluntary partnership between Kent County Council and neighbouring Belgian, Dutch and French local authorities to pursue lasting good neighbourly relations and create opportunities for mutual benefit for businesses, residents, local stakeholders and communities;**
- b) Approve funding of £100,000 from reserves for activities in connection with the Straits Committee. These will include support to joint initiatives on economic development, tackling climate change, supporting young people and any initiatives in other policy areas as agreed within the Straits Committee, the development of a strategy for the Straits Committee, the hosting of a Straits conference in Kent and the setting up of a small project support scheme; and
- c) Agree delegated authority for management of that funding to the Director of Economic Development.

**Background:**

Kent County Council has longstanding memoranda of understanding with the French Hauts-de-France region, the Pas-de-Calais Département, and the Belgian Province of West Flanders. These relationships have led to many joint initiatives over time – often supported by cross-border funding mechanisms - in areas such as trade, tourism, education, social care, transport and the environment.

Over the last three years, meetings between Kent County Council, its continental partners and other continental authorities have shown a desire to continue local-to-local cooperation where it may be of mutual benefit. Kent was encouraged by the UK diplomatic service to formalise this into a new relationship and, on 5<sup>th</sup> February 2020, Kent County Council signed a Memorandum of Understanding (MOU) with neighbouring French, Belgian and Dutch local authorities to create the Straits Committee.

The MOU commits the partners to develop a shared, forward-looking vision for the Straits area where cooperation may achieve tangible results. This may be in any area but the partners will pay particular attention to joint work on economic development and fluidity of trade, addressing climate change and clean growth, and supporting young people.

The MOU setting up the Straits Committee commits each authority to designating a cabinet member to take part in a cross-authority working group that will meet up to four times a year. This working group, known as the “Executive Committee”, is supported by officers in each participating authority who will prepare meetings and follow up agreed actions. In addition, the MOU also commits the signatory authorities to holding an annual public conference that will be open widely to stakeholders from across the Straits area and will look at opportunities for the area. The first conference is planned for 2021 and is due to take place in Kent.

**Options:**

- Do nothing: While the MOU does not place any legal requirements on Kent County Council (KCC), the failure to adopt this decision would call into question KCC's ongoing involvement in the Straits Committee and ability to support joint initiatives, including related spend activity. This would lead to a weakening of relations with KCC's European partners at a time when the UK is seeking close ties and friendly cooperation with neighbouring countries.
- Adopt a decision approving Kent's involvement in the Straits Committee and associated budget (Preferred option): This would align KCC's participation in the Straits Committee with KCC's governance and provide a mechanism for supporting joint initiatives with spend activity.

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

The Straits Committee forms an integral part of Kent's policy response to its neighbourhood following the UK's exit from the European Union. The creation of this new, member-led committee will help local authorities on both sides of the Dover straits maintain good neighbourly relations, navigate issues arising to help keep our border fluid, support our economies and tackle the grand challenges that we share.

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

Cabinet Member for Economic Development

**Date:**

Not before October 2020

**Reason if Key Decision**

No issues have been identified at this stage. This will be kept under review as the Straits Committee activities develop.

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

The proposed decision was discussed and endorsed by the Growth, Economic Development and Communities Cabinet Committee on 25<sup>th</sup> September 2020. A record of the proceedings will be included in the decision paperwork which the Cabinet Member will be asked to sign.

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

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

£100,000, funded from reserves.

**Support documents**

20 00096 PROD

20 00096 Straits Committee - report

20 00096 EqIA

**NOT BEFORE 24 AUGUST 2020 - NON-KEY**

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

**Reference No:** Invicta Law is representing KCC in this matter.

The premises subject of the proposed lease was previously owned by the County Council and held for and used by the College. As the College obtained Trust status in 2014, they are entitled by Law to claim an estate interest in the premises. Having regard to the location of the premises, on the second and third floor levels of a four storey building, it would be inappropriate for such accommodation to be owned by the College Trust, therefore a long lease would be more appropriate on this occasion.

**Key** Yes

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

**Title:**

**20/00094 - Proposed Granting of Lease of Accommodation at Westgate Primary School, Dartford, for occupation and use by Dartford Science and Technology College**

**The Decision needed:**

Proposed decision:

Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services to agree to grant a 99 year lease to Dartford Science and Technology College Trust to regularise their occupation of the County Council's retained accommodation at Westgate Primary School, Dartford, having regard to change in status of the College and to delegate authority to the Director of Infrastructure to finalise and enter into any necessary legal agreements.

This is a lease of 99 years and therefore falls outside of the Delegated Powers set out in KCC's Property Management Protocol.

**Background:**  
 Cygnus Academies Trust occupy the majority of the property known as Westgate Primary School, Dartford, under the terms of a 125-year lease granted in 2016, when the School converted to an Academy. Part of the Primary School building has been occupied for over ten years by the adjoining Dartford Science and Technology College, which obtained Trust status in 2014. The College Trust need to be granted a lease of the accommodation occupied, having regard to their change of status.

**Options (other options considered but discarded):**  
 This Decision ensures that the County Council's granting of the lease accords with the 2007 Regulations and regularises the College's occupation of the County Council's retained accommodation within the Primary School.

**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 September 2020

**Reason if Key Decision**  
 It is not felt that the granting of this lease represents any impact on any of the nine areas specified by KCC under its Equality Impact Assessments. EQIA is therefore not 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**

Has any public consultation been undertaken or is any planned?  
 Public consultation is not required.

The College Trust are supportive of taking a long lease of the accommodation and have approved the initial terms for the lease. The Academy Trust are aware the accommodation retained by the County Council from the Academy Lease granted in 2016 is to be formally leased to the College, and the terms of the lease replicate existing working arrangements on site, therefore neither party will be compromised upon completion of the lease to the College Trust.

Cabinet Committee consultation planned: Policy & Resources Cabinet Committee on 11 September 2020.

Have views been sought from local Members?  
 The Local Member has been formally consulted with regard to the proposed

granting of the lease.

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

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

A peppercorn rent per annum.

The College Trust shall be responsible for maintenance and repair of the interior of the accommodation they occupy. The Academy Trust are currently responsible for maintenance and repair of the accommodation in accordance with their existing Academy Lease.

Each party to bear its own costs of the granting of the lease upon completion.

**Support documents**

PRoD  
Report

**NOT BEFORE 3 SEPTEMBER 2020**

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

**Reference No:** The grant agreements give Kent County Council the legal and financial responsibility for ensuring the proper use and administration of the funding in accordance with the terms and conditions.

**Key** Yes

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

**Title:**

**20/00086 - Investment of Getting Building Funding in Third-Party Projects (title corrected 28/9/20)**

**The Decision needed:**

**Proposed Decision:**

The Leader of the Council is asked to:

- **Endorse the projects in Kent that the South East Local Enterprise Partnership's Strategic Board has prioritised to receive Getting Building Funding (GBF) at its board meeting on 16 July 2020.**
- **Agree that the County Council act as the accountable body for third-party projects within Kent's geographical boundaries that are selected by the SELEP to receive GBF grant funding.**

- **Delegate to the Section 151 Officer the authority to sign on KCC's behalf a grant agreement or equivalent, where this is required to draw down funds following business case approval**

**Background:**

On 10<sup>th</sup> June 2020, the Government made a call to Local Enterprise Partnerships (LEP) for shovel-ready schemes that were able to spend in the next 18 months, as a way to stimulate economic recovery and help mitigate the impact that COVID-19 has had on employment levels.

Consequently, the South East Local Enterprise Partnership (KMEP), via the Kent and Medway Economic Partnership (KMEP), wrote to local stakeholders (including KCC) asking for their shovel-ready scheme suggestions. All forthcoming proposals were then submitted to Government, via SELEP, on 18<sup>th</sup> June 2020. The accumulated total of these SELEP suggestions equalled £573m.

On 3<sup>rd</sup> July 2020, the Government informed the South East Local Enterprise Partnership (SELEP) that it would receive £85million of 'Getting Building Fund' (GBF) to deliver 'shovel-ready' schemes. GBF is capital grant funding.

The Government asked SELEP to prioritise its original scheme suggestions for inclusion within the £85m funding envelope. The SELEP Strategic Board met on 16<sup>th</sup> July 2020 to make its decision.

The SELEP Strategic Board chose seven Kent projects to be included within the £85m ask of Government. Three of these projects are to be delivered directly by Kent County Council and are covered by Decision 20/00085. Four projects are to be delivered by third-party promoters. These third-party schemes are:

<b>Project Title</b>	<b>Project Promoter</b>	<b>GBF ask</b>
First + Second Floors, Building 500, Discovery Park	Discovery Park Ltd	£2,500,000
The Meeting Place, Swanley	Sevenoaks District Council	£1,490,000
New Performing & Production Digital Arts Facility	North Kent College	£12,625,000
Romney Marsh Employment Hub	Folkestone & Hythe District Council	£3,536,466

The approval of Ministers to SELEP's £85m list is awaited.

If Ministerial approval is granted, the business cases for these third-party projects will be presented to the SELEP Accountability Board in October or November 2020 for their approval of the funding award.

Subject to the necessary approvals being granted, SELEP will require Kent County Council to enter into a grant agreement with Essex County

Council (which is SELEP's accountable body) for all schemes awarded GBF by SELEP within KCC's administrative boundary, whether the projects are Kent County Council projects, or alternatively projects promoted by a third party (e.g. a private sector business). For these projects, where Kent County Council is not the project promoter, Kent County Council is asked to enter a back-to-back grant agreement with the third party.

This key decision is therefore required to enable grant agreements to be entered into, so that funding may be secured for the Kent projects from the Getting Building Fund.

### **Options (other options considered but discarded)**

If Kent County Council were to choose to not enter into a grant agreement for the GBF projects selected by the SELEP Strategic Board, the GBF funding could be either (i) retained by central government or (ii) reallocated by SELEP to another project(s). It is not clear at the time of writing if the project would be in Kent's geographical area, or from another area of the SELEP.

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

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

Leader of the Council

### **Date:**

Not before September 2020

### **Reason if Key Decision**

Equalities implications:

The third-party promoters are required to write an EqIA as a condition of their business case receiving SELEP Accountability Board approval.

Data Protection implications:

DPIA is not required, as personal data is not included in the grant agreements or project business cases.

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

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

### **Consultees**

The proposed decision will be considered by the Growth, Economic Development and Communities Cabinet Committee on 25 September 2020.

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



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

Kent County Council will enter into the following capital grant agreements for the amounts specified:

Project Title, Project Promoter and GBF ask:

First + Second Floors, Building 500, Discovery Park - Discovery Park Ltd - £2,500,000

The Meeting Place, Swanley - Sevenoaks District Council - £1,490,000

New Performing & Production Digital Arts Facility - North Kent College - £12,625,000

Romney Marsh Employment Hub - Folkestone & Hythe District Council - £3,536,466

The GBF capital grant funding is provided by the Government via SELEP. It is not KCC funding.

The legal agreements will ensure that any potential claw back of GBF by the Government comes from the third-party project promoter, not from Kent County Council.

**Support documents**

20 00086 - PROD

20 00086 - Report

20 00086 - EqIA

**NOT BEFORE 28 AUGUST 2020**

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

**Reference No:** None as third parties will sign up to the approved legal agreement prior to any funding being transferred.

**Key** Yes

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

**Title:**

**20/00083 - Local Growth Fund Round 3b Third Party Scheme - East Malling Advanced Technology Horticultural Zone**

**The Decision needed:**

**Proposed decision:**

The Cabinet Member for Economic Development is asked to give approval for

the East Malling Advanced Technology Horticultural Zone project to be progressed through the next stages of development and delivery including authority for Kent County Council to enter into funding and legal contracts with the third party (NIAB EMR) who are delivering the scheme.

Specifically, to:

- i) give approval to enter into Local Growth Fund funding agreement subject to the approval of the Corporate Director of Finance & Procurement
- ii) give approval to enter into legal agreements with the third parties delivering the schemes to transfer the conditions of the LGF spend and project management to them

### **Background Information:**

In the Growth Deal announcements in July 2014 (Round One) and January 2015 (Round Two), the Government allocated £482 million from the Local Growth Fund to capital projects across the South East Local Enterprise Partnership (SELEP) area.

As the end of the Growth Deal (March 2021) approaches; projects throughout the SELEP region have experienced delivery challenges; therefore £33.396m of funding, from these projects has been returned for reallocation through the LGF3b pipeline list. Through this process, an allocation has been made available for the East Malling Advanced Technology Horticultural Zone project. This scheme is being delivered by an external partner (NIAB EMR) and KCC will transfer the allocated funding onto the third party, for the delivery of the scheme.

It has been agreed with Government that SELEP and therefore Kent County Council will receive Local Growth Fund in quarterly instalments in advance in accordance with the scheme spending profiles, subject to completion of a Business Case for each project and the approval of the project by SELEP Accountability Board.

A Legal agreement has been prepared between KCC and NIAB EMR which will transfer all the LGF spend and project management responsibility on 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 East Malling Advanced Technology Horticultural Zone 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 East Malling Advanced Technology Horticultural Zone (£1,683,600) was approved at SELEP Accountability Board on 3<sup>rd</sup> July 2020.

Before the legal agreement can be finalised for NIAB EMR; a key decision is required. The LGF cannot be spent until the Key Decision is in place.

**Options:**

The options considered for the East Malling Advanced Technology Horticultural Zone are set out in the business case document which can be accessed here:

East Malling Advanced Technology Horticultural Zone (pages 24-26)  
<https://www.southeastlep.com/app/uploads/2019/09/Full-Business-Case-Advanced-Technology-Horticulture-Zone-EMT-NIAB-EMR-03-June-2020.pdf>

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

**Who is taking the Decision**

Cabinet Member for Economic Development

**Date:**

Not before August 2020

**Reason if Key Decision**

An EQIA is being developed by the third parties as set out in their business case and this will be submitted to KCC prior to the LGF being drawn down.

No Data Protection 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**

Consultation has been carried out by NIAB EMR during the development of the scheme. No consultation has been completed by KCC as this is a third-party scheme which KCC is not contributing to financially.

The proposed decision will be considered by the Growth, Economic Development and Communities Cabinet Committee on 25 September 2020.

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

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

The scheme is fully externally funded with no cost to KCC. The project cost/funding was £5,043,300 and LGF allocation of £1,683,600 closes the funding gap. KCC is simply passporting the funds to an external provider.

KCC will incur costs in developing the legal agreement with NIAB EMR and administering the LGF and this will be charged to the project and is covered by the legal agreement. The only risk to KCC is, as is the case with any LGF project, that any abortive costs then become a pressure to KCC as they have to be written back to revenue. Mitigations are in place to prevent this eventuality.

**Support documents**

20 00083 - PROD

20 00083 - report

20 00083 - EqlA

**Responsible Cabinet Member** - Cabinet Member for Highways and Transport

**Reference No:** None identified

**Key** Yes

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

**Title:**

**20/00082 - Ebbsfleet Development Corporation Funded Programme – Green Corridors Programme Phase 3**

**The Decision needed:**

**Decision:**

The Cabinet Member for Highways & Transport is asked to give approval for KCC to accept the capital grant from Ebbsfleet Development Corporation (EDC) and to take the Green Corridors Phase 3 Programme through the next stages of development and delivery.

Specifically, to:

- i) give approval to enter into the EDC grant agreement subject to the approval of the Corporate Director of Finance & Procurement
- ii) give approval to progress all statutory approvals or consents required for the programme;
- iii) give approval to carry out consultation on the schemes;
- iv) give approval to enter into construction contracts as necessary for the delivery of the schemes

I also agree to delegate authority to Corporate Director of GET, in consultation with the Corporate Director of Finance & Procurement, to enter into relevant legal agreements and take other actions necessary to implement this decision.

**Background:**

Ebbsfleet Development Corporation (EDC) are providing KCC with a grant of £7.4m between 2020/21 and 2022/23 for KCC's Major Capital Programme Team to manage and deliver the Green Corridors Phase 3 Programme.

The principle behind the Green Corridors project is to aid the creation of a walking and cycling culture to improve public realm, the quality of life for residents and resident satisfaction, whilst making routes safer to use, more appealing and less polluted from traffic. It aims to connect developments around Ebbsfleet Garden City to usable walking and cycling infrastructure within a fully connected network.

Phase 3 of the initiative will provide a combination of new routes to connect developments with destinations and improvements to existing routes. The programme will provide up to 20 small scale improvements and 2 large scale improvements to existing routes alongside up to 6 new routes.

The Green Corridors Programme is fully externally funded by EDC and the extent of the works delivered is scalable dependent on the level of funding available. No KCC funding will be used to deliver the schemes and officer time will be capitalised against the grant provided by EDC.

Through KCC managing and delivering this programme of works, we have the opportunity to shape the routes which are progressed; in particular linking with potential initiatives being delivered with Emergency Active Travel funding as well as Local Growth Fund schemes which have already been constructed.

A key decision is required to allow KCC to progress with the next stages of scheme delivery; including appointing a project manager to deliver the programme and commissioning feasibility work and outline designs for the proposed routes.

**Options:**

EDC has considered options for the routes to be investigated within their business case for the Green Corridors programme.

The long list of routes comprised all the missing walking and cycling links needed to connect the planned new developments with existing destinations. This was reduced to the shortlist by removing all links which are expected to come forwards through other developer contributions. The full list can be seen in the business case which is included as a background document.

EDC also considered options for delivery; primarily either:

- EDC fund and directly deliver the scheme or
- EDC fund and KCC deliver as the Highway Authority utilising approved highway contractors

EDC's preferred delivery method is that KCC deliver the programme as the Highway Authority. This delivery method also has benefits for KCC, the main two being:

- Allowing KCC to influence the routes which are taken forwards to link with other initiatives and schemes already delivered
- Ensuring that the schemes are installed in line with our Asset Management Plan

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

The scheme particularly addresses Strategic Outcome 2 "Kent communities feel the benefits of economic growth by being in work, healthy and enjoying a good quality of life".

The provision of safe and attractive walking and cycling routes linking new developments with key destinations gives Kent's residents options for travel, improving access to employment, education, health care and local amenities without relying on the private car. This programme aims to improve health and wellbeing, reduce levels of congestion and improve air quality.

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

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

Cabinet Member for Highways and Transport

### **Date:**

Not before August 2020

### **Reason if Key Decision**

EDC as the programme promoter and funder will produce an EQIA and this will be made available to KCC prior to the grant agreement letter being signed.

### **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 decision was considered at the Environment and Transport Cabinet Committee on 15 September 2020.

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

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

The Green Corridors programme is fully externally funded by EDC. They will

provide a capital grant of £7.4m to KCC between 2020/21 and 2022/23 which will be used to deliver the programme of walking and cycling improvements around Ebbsfleet Garden City.  
KCC Officer time required for the delivery of the programme will be capitalised and met from the project funding; therefore there will not be a revenue cost for KCC in the delivery of this project.

**Support documents**

**Responsible Cabinet Member** - Cabinet Member for Highways and Transport

**Reference No:** The award of any contracts will be in full compliance with all relevant procurement regulations

**Key** Yes

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

**Title:**  
**20/00081 - Urban Grass, Shrubs, Hedges and Rose Bed Maintenance Contract**

**The Decision needed:**

**Decision:**

The Cabinet Member for Highways and Transport agrees to provide the Corporate Director for Growth, Environment and Transport with delegated authority to procure and enter into appropriate contractual arrangements for the provision of Urban Grass, Shrubs, Hedges and Rose Bed Maintenance services including any potential extension periods in accordance with the expectations set out in the report.

**Background information:**

The Urban Grass, Shrubs, Hedges and Rose Bed Maintenance Contract (UGSHRMC) is currently delivered by Commercial Services Trading Limited (Trading as Landscape Services) and expires on the 31st January 2021. A new contract will be required to be procured prior to the end date. This contract will allow for the prescribed services to be delivered for an initial 60-month period with potential extensions.

The Council has a legal duty to keep roads and pavements clear of vegetation for safe passage of highway users. The main service areas comprise of urban grass, shrub and hedge cutting to contribute to visual amenity. These services will need to be commissioned externally to ensure the Council meets its obligations.

<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b> Cabinet Member for Highways and Transport</p> <p><b>Date:</b> Not before August 2020</p> <p><b>Reason if Key Decision</b> An EqlA has been drafted. No adverse impacts have identified at this stage.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>The proposed decision will be considered at the Environment and Transport Cabinet Committee on 15 September 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> It is expected that any new procurement and delivery model will present a price increase which reflects changes in market prices since the contract was let in 2018. A competitive procurement process will appoint the best value contractor from the tenders submitted.</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member - Cabinet Member for Environment</b></p> <p><b>Reference No:</b> An Environment Policy is a key requirement of meeting the international Standard ISO14001 and gives assurance that processes are in place to deliver compliance with environmental legislation, reducing the risk of fines, losses and negative PR due to non-compliance.</p> <p><b>Key</b> Yes</p>
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b> <b>20/00080 - Revision of KCC Environment Policy</b></p> <p><b>The Decision needed:</b></p>



## **Proposed decision**

The Cabinet Member for the Environment proposes the adoption of a revised Environment Policy to be implemented through the Council's established environmental management system, which is certified to the international Standard for Environmental Management, ISO14001:2015.

### **Reason for the decision:**

To ensure the Council's Environment Policy is brought in line with the latest environmental priorities for clean growth, clean air and the natural environment as set out in new Strategies and Plans issued by UK Government and at county level (e.g. the Kent and Medway Energy & Low Emissions Strategy and net-zero target commitments).

### **Background:**

KCC is the lead partner in delivering the Kent Environment Strategy and the Kent & Medway Energy and Low Emissions Strategy and has had a publicly available Environment Policy since circa 2005. Since April 2009, all KCC services have been certified to the international Standard for Environmental Management ISO14001, which requires the organisation to approve and publish its commitment to prevent pollution and continually improve its environmental performance in the form of a Policy. There has been significant shift in the political and public focus on environmental matters since the last policy was published in 2017.

### **Options:**

- A. Retain existing policy which was last revised and published in March 2017.
- B. Approve a revised policy, which reflects current priorities set out in new Strategies and Plans issued by UK Government and at county level.

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

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

Cabinet Member for Environment

### **Date:**

Not before August 2020

### **Reason if Key Decision**

Equalities implications – There are no direct equalities implications. All projects or significant initiatives to deliver the policy commitments will have an Equalities Impact Assessment completed.

Data Protection implications - A Data Protection Impact Assessment is not needed as this Policy does not require the processing of personal data.

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

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

**Consultees**

The proposed decision will be considered by the Environment & Transport Cabinet Committee on 15 September 2020.

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

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

This links directly to Council budget savings and is a key document which directs all services in delivering environmental improvement initiatives that achieve resource efficiencies and minimise environmental risks and financial losses

**Support documents**

Report

App A - PProD

App B - KCC Environment Policy design

App C - EqIA

**Responsible Cabinet Member - Cabinet Member for Highways and Transport**

**Reference No:** The award of any contracts will be in full compliance with all relevant procurement regulations

**Key** Yes

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

**Title:**

**20/00079 - Road Asset Renewal Contract 2021**

**The Decision needed:**

**Decision:**

The Cabinet Member for Highways and Transport agrees to provide the Corporate Director for Growth, Environment and Transport with delegated authority to procure and enter into appropriate contractual arrangements for the provision of road asset renewal services including any potential extension periods in accordance with the expectations set out in the report.

**Background information:**

**Under section 41 of the Highways Act 1980, as the local Highway Authority, the Council has a legal duty to maintain its respective sections of the**

highway network This duty includes responsibility for maintaining, managing and, where necessary, improving sections of the network. These services need to be commissioned externally to ensure the Council meets its statutory obligations and that service continuity is ensured.

The Road Asset Renewal Contract (RARC) is currently delivered by Eurovia and expires on 31<sup>st</sup> December 2020. Due to a higher level of funding spent through the contract, there is no scope to invoke the extension options detailed within the contract. A new contract will be required to be procured prior to 1<sup>st</sup> January 2021. This contract will allow for the prescribed works and services to be delivered for an initial 24-month period with potential extensions.

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

### Who is taking the Decision

Cabinet Member for Highways and Transport

### Date:

Not before August 2020

### Reason if Key Decision

an EqIA has been drafted. No adverse impacts have identified at this stage.

### 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 decision was considered and the Environment and Transport Cabinet Committee on 15 September 2020.

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

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

It is not expected that any new procurement and delivery model will present a significant price increase. A competitive procurement process will appoint the best value contractor from the tenders submitted.

### Support documents

**Responsible Cabinet Member** - Cabinet Member for Highways and Transport

**Reference No:** None

**Key** Yes

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

**Title:**

**20/00077 - Gravesend Bus Hub (Barrack Row and Garrick Street)**

**The Decision needed:**

**Decision:**

The Cabinet Member for Highways & Transport is asked to give approval to take the Gravesend Bus Hub scheme through the next stages of development and delivery.

Specifically:

- i) Approval to enter into the Local Growth Fund and EDC Grant funding agreements subject to the approval of the Corporate Director of Finance & Procurement.
- ii) Approval to undertake the detailed design and surveys for the project, including development control and land charge disclosures. This work will be undertaken by appointing a consultant through the KCC Professional Services Framework Contract.
- iii) Approval to progress all statutory approvals or consents required for the scheme, including transfer of land and rights.
- iv) Approval to carry out any additional consultation required for the scheme.
- v) Approval to enter into construction contracts as necessary for the delivery of the scheme subject to the approval of the Capital Officer Group to the recommended procurement strategy.
- vi) Approval for any further decisions required to allow the scheme to proceed through to delivery to be taken by the Corporate Director of Growth, Environment & Transport under the Officer Scheme of Delegations following prior consultation with the Cabinet Member.

**Background:**

The Gravesend Bus Hub scheme is one of the enhancements to interchange facilities and will deliver a bus interchange in Gravesend Town Centre to improve the transport connections between rail, bus, cycling and walking, linking with the recently completed Rathmore Road improvement LGF scheme. Initially the Gravesend Bus Hub scheme was to deliver a new interchange provision in Barrack Row for local buses using the Local Growth Funding only. KCC officers have investigated an enlarged scheme

which would include Garrick Street and improvements to the existing Fastrack interchange utilising underspend from the completed Rathmore Road scheme (using remaining Strategic Transport Infrastructure Programme funding) and a contribution from the Fastrack programme. The enlarged scheme will provide additional benefit and overall cost savings by delivering the two elements at one time through a single procurement exercise.

The Gravesend Bus Hub scheme was made possible with the completion of the Rathmore Road scheme, which implemented a re-routing of the one-way traffic system traffic flows along the new Rathmore Road. This was separately delivered through the LGF programme and creates the road space for the building of the interchange at Barrack Row.

For the Garrick Street improvements, KCC Public Transport require a high-quality product that enhances the premium bus service offered by Fastrack. A Kent based architect was commissioned to work up canopy designs for Fastrack in Garrick Street. The style and type of canopy will then be used along Barrack Row to give a similar quality feel and look for the local bus stops. The building of a transport interchange also represents the final phase of the delivery of the Gravesend Transport Quarter (GTQ) master plan which originates from 2005. Gravesham BC as an active stakeholder are also keen to see the interchange constructed homogenously to complete the GTQ. Early plans for the GTQ saw the construction of the Barrack Row bus hub as part of a multi-story car park development by Network Rail but the car park scheme was abandoned by Network Rail further to a 2011 Planning Application.

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

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

Cabinet Member for Highways and Transport

### **Date:**

Not before August 2020

### **Reason if Key Decision**

None anticipated. The design of the schemes is at an advance stage and the Equalities Impact Assessment (EqIA) screening opinion has indicated a 'Low' impact but the EqIA will be regularly reviewed in parallel with the scheme final development.

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

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

### **Consultees**

The proposed decision was considered at the Environment and Transport Cabinet Committee on 15 September 2020.

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

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

The scheme cost is £4.173m and this will be fully funded by LGF, STIPS, GBC contribution, Public Transport Capital / Fastrack operating surplus and EDC Grant. Although the scope of the project has been enhanced since the first decision in 2015, the increased cost is fully funded. The Public Transport Capital contribution is £150k DfT funding and £700k is being provided from the Fastrack Reserve. Regarding the grants, careful deliberation will be taken of the relevant grant terms and conditions.

**Support documents**

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

**Reference No:** The RAA will be underpinned by a partnership agreement setting out how the three local authorities will jointly exercise adoption service functions. It will set out the legal implications associated with joining the RAA and its inherent delegations. There is a risk to all Local Authorities who fail to join a regional adoption agency by 2020 as central government has the power to direct how its services would be delivered, if it deems it necessary to do so. This would reduce the influence the local authority has over its own service design and delivery.

**Key** Yes

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

**Title:**

**20/0076 - Regional Adoption Agency - Kent, Bexley & Medway**

**The Decision needed:**

**Background:**

In March 2016, the government announced changes to the delivery of adoption services setting a very clear direction that all local authorities' adoption services must be delivered on a regionalised basis by 2020. Legislation is in place to direct local authorities who do not engage in this programme. It is proposed that a new Regional Adoption Agency (RAA) is created through combining the adoption services for the three authorities of Kent, Bexley and Medway. These agencies wish to build on the success of their existing services to improve performance in meeting the needs of children who require permanence through adoption, by bringing together the best practice from each authority within the RAA. Kent, Medway and Bexley will enter into a legal partnership arrangement. One

of the three local authorities will be required to lead on certain aspects of business servicing and these will be agreed by the Executive Board. All three local authorities are keen to ensure this is an equal partnership, each holding shared responsibility for its outcomes.

## **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 September 2020

### **Reason if Key Decision**

An equalities impact assessment has been completed and approved in respect of the service, as well as a staffing equalities impact assessment both of which identified a low impact rating. Staff are employed by different employers none of whom have control over the other and none of the pay grades come from a common source but are determined by each authority. HR leads for each Partner have undertaken a review of employee's terms and conditions and minimal differences were identified.

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

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

### **Consultees**

A significant amount of consultation is underway. There are several workstreams operating to ensure that all the necessary planning and implementation work can take place between now and the go-live date. The full detail of the consultation plan is included in the business case but the workstream areas are as follows:

- Practice development & alignment
- HR
- IT
- Commissioning
- Finance
- Legal and governance
- Comms and engagement
- Adopter and adoptees voices
- Strategic and political engagement

This decision was considered and endorsed at the CYPE Cabinet Committee meeting in September 2020.

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

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

The partnership agreement will have a strong focus on financial equitability and the overall model of delivery will cost no more than the current cost of services collectively across the region. Each local authority will be asked to contribute no more than its current budget for delivering adoption services in year 1. The Kent Adoption budget for 2020-21 is just over £3,000,000.

**Support documents**

**NOT BEFORE 6 AUGUST 2020**

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

**Reference No:** This technology will assist in freeing capacity in our workforce, whilst maintaining support in a new way to our existing service users. The use of this technology supports Care Act 2014 compliance in driving person centred practice where our service users can be self-determining.

As outlined above, this contract will be let using the G-Cloud 11 Framework standard contract.

**Key** Yes

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

**Title:**  
**20/00066 - Adult Social Care Digital Implementation Support Services**

**The Decision needed:**

**Reason for the decision:**

Following the implementation of the new Adult Social Care and Health (ASCH) case management system, Mosaic, in 2019, ASCH has been seeking ways to make improvements to its functionality. The next phase of Mosaic implementation includes the following workstreams:

- a) **Payments and Charging**
- b) **Mosaic Citizen and Professional portal**
- c) **Operational Business Processes**
- d) **Data Quality**

To implement these workstreams a year 1 investment of between £770,000 and £939,000 will be required.



The main benefits that will be achieved are increased consistency and more efficient processes across the directorate; the release of capacity within Adult Social Care and Health teams to create efficiencies and to improve the user experience (for staff, public and providers)

In 2018, Adult Social Care signed a contract with InterQuest, a delivery partner to assist with the implementation of Mosaic. This provider was secured through the G-Cloud Framework, the governments digital marketplace of pre-approved suppliers. All public sector organisations, including agencies and arm's length bodies, can use the Digital Marketplace to find cloud technology and specialist services for digital projects.

This Digital Implementation contract will be let through the G-Cloud 11 Framework with the competition being conducted through July, ready for a contract to be awarded by Cabinet Member decision in August.

**Background:**

Mosaic was implemented in October 2019, with the initial focus on implementing existing business processes from the previous Adult Social Care organisational structure. As a result, not all the advantages and technological capabilities of Mosaic are being fully utilised and are inconsistent across the Directorate. A range of improvements will be made to Mosaic that enable more efficient case recording, thus freeing up time for staff and improving the flow of cases through the system. To ensure providers are able to deliver care to the most vulnerable, we need to ensure timely and accurate updating of care packages to ensure more accurate payments to providers for the care delivered. Mosaic needs to provide system led payments to create efficiencies, address late payment issues and improve the financial forecasting and monitoring process. Data Quality also needs to be improved throughout the system to support an improved reporting capability and business insights. This will ensure the application remains robust and resilient, and that accurate and timely reporting is readily available to KCC teams and managers to make informed decisions. An assessment on first point of contact into Adult Social Care and KCC's contact centre was conducted in 2019 which identified the need to make better use of an online platform to promote self-service for people who would prefer to access services and information in this way. This will free up capacity within teams, improve reporting capabilities for KCC and improve the experience for staff, public and providers.

**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 August 2020

**Reason if Key Decision**

An Equality Impact Assessment has been undertaken to ensure potential negative impact on protected characteristics can be minimised. Analysis

suggests that there is a low risk of negative impact, particularly around digital inclusion, to the following protected characteristic groups - age, disability, gender and race.

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

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

**Consultees**

The proposed decision was discussed at the Adult Cabinet Committee on 14 July 2020.

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

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

A year one investment of between £770,000 to £939,000 is required to fund external and internal resource, solution investment and system maintenance costs. There will also be an ongoing annual system maintenance cost of £31,000 for the Portals. Note: these costs are in addition to the current Mosaic costs.

**Support documents**

**NOT BEFORE 3 JUNE 2020**

**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.

**Key** Yes

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

**Title:**

**20/00047 - Proposal to establish a 16 place Specialist Resourced Provision (SRP) for Autistic Spectrum Disorder (ASD) at Holy Trinity and St John's CE Primary school in Thanet**

**The Decision needed:**

**UPDATE – 7 September 2020:**

At this point in time the decision to establish two 16 place Specialist

Resourced Provisions (SRPs) for Autistic Spectrum Disorder (ASD) at Garlinge Primary is not in a position to be progressed, and therefore this decision will be taken at a later date. However the decision to establish a 16 place Specialist Resourced Provision (SRP) for Autistic Spectrum Disorder (ASD) at Holy Trinity and St John's CE Primary school, Thanet, will progress, following the Council's agreed decision making procedure.

**Background:** Around 3% of the total school population for which the Local Authority is responsible for have an Education, Health and Care Plan (EHCP). The number of pupils in the Thanet District with an Education, Health and Care Plan (EHCP) in January 2019 was 1,369. This was an increase of 12.8% from 2018. This was higher than the national increase of 11%. As at January 2019, 4.8% of the pupils aged 5-19 years in Thanet (maintained and independent) were subject to an EHCP. Pupils with an EHCP in Kent are less likely to be educated in a maintained mainstream school than would be expected nationally. The establishment of SRPs attached to mainstream schools is part of the continuum of provision to enable pupils to be included within mainstream settings.

A number of students with an EHCP require higher level of support than can be provided in mainstream schools, but their needs are not so complex that a special school placement is appropriate. For these students we maintain a range of Specialist Resourced Provisions (SRPs) which are based in mainstream schools with places reserved for students with an EHCP.

Autistic Spectrum Disorder (ASD) remains the most common primary need type with 40% of children and young people aged 0-25 years having an EHCP with this primary need identified. This is significantly higher than the national figure of 29%

Currently there are no SRPs in the Thanet district for primary aged children for ASD.

**Options:** Options regarding the establishment of SRPs has been fully investigated with the SEN team and Garlinge Primary School & Nursery and Holy Trinity and St Johns Primary School were considered to be the best options to create an SRP for ASD for 16 children at each school. Both school's governing bodies are fully in support of the proposals and creating two provisions will enable choice for parents in Thanet with a child who requires additional support from an SRP provision.

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

### Who is taking the Decision

Cabinet Member for Education and Skills

### Date:

Not before September 2020

**Reason if Key Decision**

An Equality Impact Assessment has been produced as part of the consultation process for both proposals and is attached. The assessment identified the following positive impacts:

- Children with ASD in the Thanet district will be able to attend provision local to their homes.
- Children with ASD will be able to attend SRP provision in mainstream primary schools in Thanet.
- There will be two SRPs for Primary school aged children with ASD established in the in the Thanet District.

No adverse impacts were identified during the assessment. The outcome of the public consultation and community consultation will enable the Local Authority to test out these assumptions.

**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 for both proposals took place from 11 March 2020 to 6 May 2020. A drop-in information session was arranged for 21 April at Garlinge Primary School and 28 March at Holy Trinity and St Johns CE Primary School. However due to the current Covid-19, social distancing and the closure of schools to all but keyworker and vulnerable children, the drop-in sessions have been cancelled. Consultation documentation can be found at

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

A report was considered and endorsed at the Children's, Young People and Education Cabinet Committee meeting on 26 June 2020 and again on 22 September 2020.

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

Feasibility studies have been carried out at both schools to develop the proposals for the establishment of the SRPs. Garlinge Primary and Nursery School: The feasibility estimates the costs for this proposal to be £895,627. The proposal is for a new two classroom extension with care facilities and small group rooms. The CYPE Cabinet Committee report will confirm the costs as the concept designs are prepared and surveys completed for the planning application. Holy Trinity and St Johns CE Primary School: The feasibility estimates the costs for this proposal to be £532,644. The proposal is to refurbish a building which is currently used for SEN interventions and was once the on-site nursery. It will include two classrooms with care facilities and small group intervention rooms. The CYPE Cabinet Committee report will

confirm the costs as the concept designs are prepared and surveys completed for the planning application.

**Support documents**

**NOT BEFORE 21 APRIL**

**Responsible Cabinet Member** - Cabinet Member for Highways and Transport

**Reference No:** Heads of Terms have been drafted for the sale of the required third-party land and are to be communicated to the landowner in due course. It is not anticipated that this process will be delayed, and negotiations continue with the landowners representative who attends the Project Steering Group Meetings.

**Key** Yes

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

**Title:**  
**20/00028 - A20 London Road Aylesford Junction Improvement**

**The Decision needed:**

**Background:**

- The scheme involves the removal of the existing signalisation and provision of an elongated roundabout at the crossroads junction of A20 London Road with Hall Road and Mills Road.
- The A20 is a key route into Maidstone and to M20 J5 from the west. Mills Road serves the Quarry Wood industrial and retail estate that serves over eighty firms including a supermarket. The existing junction is at capacity with regular congestion at peak periods and it will come under increasing pressure from committed and future developments in the area. Although the junction is located within Tonbridge & Malling Borough area the scheme is complementary to the proposed Maidstone Integrated Transport Programme of schemes.
- The objective of the scheme is to improve the efficiency of the junction and provide additional capacity together with dedicated signal-controlled pedestrian crossings and rationalised bus layby locations.

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

<p><b>Who is taking the Decision</b> Cabinet Member for Highways and Transport</p> <p><b>Date:</b> Not before April 2020</p> <p><b>Reason if Key Decision</b> An Equality Impact Assessment has been completed for this project, see background documents. This has concluded that none of the Protected Characteristics are affected by the proposed scheme and therefore KCC will periodically review this document whilst keeping all the relevant groups informed and updated.</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 17 July 2020..</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> The estimated cost of the A20 London Road Ayelsford roundabout scheme is £3.5m; the allocation from the Local Growth Fund is £2.2m and Developer Contribution of £1.3m. Costs of developing the scheme are included within the estimate. Feasibility design work was funded via a previously endorsed SELEP Business Case.</p> <p><b>Support documents</b></p>

**NOT BEFORE 14 APRIL BY CABINET MEMBER**

<p><b>Responsible Cabinet Member - Cabinet</b></p> <p><b>Reference No:</b> There are no legal implications arising from the 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></p>

## **20/00027 - Clean Up Kent and Public Realm Improvements**

### **The Decision needed:**

#### **Proposed Decision:**

- a) Approve a programme of works to deliver a range of projects to 'clean up' Kent and to improve the public realm across Kent
- b) Approve the proposed funding allocations and project development arrangements required to support and deliver the programme; and
- c) Delegate authority to the Corporate Director for Growth Environment and Transport to take relevant actions, including but not limited to, entering into relevant contracts, legal arrangements or other arrangements, as necessary to implement this decision.

#### **Background:**

*Kent's Future, Our Priority* will become Kent County Council's new 5 Year Plan, to replace the previous strategic statement *'Increasing Opportunities, Improving Outcomes (2015-2020)'*. The Plan is structured around seven outcomes which reflect the key things that residents and businesses said were essential to a good quality of life in Kent. One of the seven outcomes is, 'A cleaner and greener Kent.'

A key message from the recent public consultation was that residents care about the places they live in, they are proud of where they live, and want to protect these places by looking after the quality, maintenance and cleanliness of our physical environment, especially town centres, local streets, beaches, public rights of way and green spaces.

#### **Options:**

It was also clear from the public consultation that residents wanted the County to be clear how it will deliver the plan. This detail is contained within the 5-Year Plan objectives including working with partners to improve the quality of Kent's public realm. It is intended that a range of physical improvements will be developed, in conjunction with local stakeholders to reflect different priorities but will be targeted at cleaning up and improving the quality and appearance of the public realm.

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

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

Cabinet

#### **Date:**

Not before April 2020

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

- Equalities implications  
Equalities Implications:

<p>There are no equality implications directly arising from the decision. An EqlA will be undertaken for individual projects as they are developed.</p> <p>Data Protection implications No personal data will be collected, therefore there are no data protection implications.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The decision is based on consultation feedback from the 5 Year Plan. Consultation included targeted workshops and a public consultation. Members were also involved via a cross-party Member workshop and political group briefings. The Leader also wrote personally to key partners to welcome their views in the consultation.</p> <p>The proposed decision will be discussed at the Environment and Transport Cabinet Committee on 31 March and final decision will be taken at Cabinet on 27 April 2020.</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> An allocation for funding has been made from the Growth for Strategic Statement Priorities revenue budget line. There is also potential for Districts and Boroughs to match fund.</p> <p><b>Support documents</b></p>

**NOT BEFORE 7 APRIL 2020 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Environment</p> <p><b>Reference No:</b></p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>20/00025 - Kent County Council adoption of Kent Nature</b></p>



## **Partnership Biodiversity Strategy 2020-2045**

### **The Decision needed:**

#### **Background:**

The Kent Nature Partnership Biodiversity Strategy (the Strategy) sets out the contribution the county of Kent can make to the Government's ambition to "leave our environment in a better state than we found it" and the further aspirations set out in its 25 Year Environment Plan, A Green Future (2018). The Kent Biodiversity Strategy aims to help steer the collective action of conservationists, government, business and individuals to work in partnership so that the county's natural landscape can be restored, and threatened species can be saved.

The Strategy aims to deliver, over a 25-year period, the maintenance, restoration and creation of habitats that are thriving with wildlife and plants, ensuring the county's terrestrial, freshwater, intertidal and marine environments regain and retain good health. It looks to protect and recover threatened species and enhance the wildlife habitats that are particularly important in Kent. It also aims to provide a natural environment that inspires citizen engagement and is well used and appreciated, so that the mental and physical health benefits of such a connection can be realised by the people of Kent.

These aims will be achieved through the delivery of the following goals in Kent for 2045:

- A rich and growing terrestrial biodiversity, underpinned by more resilient and coherent ecological networks and healthy, well-functioning ecosystems.
- Clean, plentiful and biologically diverse freshwater and intertidal ecosystems underpinned by implementation of a catchment-based approach.
- A reverse in the loss of marine biodiversity and delivering clean, productive and biologically diverse oceans and seas through good management.
- The widest possible range of ages and backgrounds will be benefiting from the mental and physical health benefits of the natural environment; and we will have inspired the next generation to take on guardianship of the county's biodiversity.

Action is steered by a broad spectrum of ambitious objectives. In addition, the Strategy includes priority habitats and species, the restoration of which, can play a significant part. The Strategy also looks to further work addressing overarching considerations affecting biodiversity recovery including wilding, climate change, natural solutions, soil health and invasive species.

The Strategy was prepared for the Kent Nature Partnership by Kent County Council and the Kent Wildlife Trust under the guidance of a Task and Finish Group, comprising members of the Kent Nature Partnership.

Following stakeholder engagement and a formal consultation process in 2019, the Strategy was approved by the Kent Nature Partnership on 28th February 2020. It is now with the Kent Nature Partnership's partners for adoption or endorsement.

The Strategy supports the Council's Strategic Outcome of "Kent communities feel the benefits of economic growth by being in-work, healthy and enjoying a good quality of life" by helping to support a physical and natural environment that is protected, enhanced and can be enjoyed. The Strategy will also contribute to a good quality of life and, through local plans, will help steer well planned housing growth. The review is backed by an Equality Impact Assessment.

It is considered that the Kent Biodiversity Strategy can be adopted by KCC. It is not anticipated that the Strategy will place any new financial burdens on the authority in terms of its implementation. Rather it will influence the way it delivers its services and capital works, and, potentially, where it may direct resources and investment in the future.

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

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

Cabinet Member for Environment

### **Date:**

Not before April 2020

### **Reason if Key Decision**

The Strategy supports the Council's Strategic Outcome of "Kent communities feel the benefits of economic growth by being in-work, healthy and enjoying a good quality of life" by helping to support a physical and natural environment that is protected, enhanced and can be enjoyed. The Strategy will also contribute to a good quality of life and, through local plans, will help steer well planned housing growth. The review is backed by an Equality Impact Assessment.

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

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

### **Consultees**

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

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

It is considered that the Kent Biodiversity Strategy can be adopted by KCC. It is not anticipated that the Strategy will place any new financial burdens on the

authority in terms of its implementation. Rather it will influence the way it delivers its services and capital works, and, potentially, where it may direct resources and investment in the future.

### 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**

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

**Responsible Cabinet Member -**

**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**

<p><b>Date:</b></p> <p><b>Reason if Key Decision</b></p> <p>An Equalities Impact Assessment screening has been undertaken.</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>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.</p> <p>Cabinet Committee consultation planned or undertaken. If planned – which meeting do you wish to attend?</p> <p>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&amp;R Committee on 12th May (<i>estimated</i>).</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b></p> <p>None Stated</p> <p><b>Support documents</b></p>

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

<p><b>Responsible Cabinet Member - Cabinet Member for Economic Development</b></p> <p><b>Reference No:</b> 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.</p> <p>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</p>
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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**

Cabinet Member for Economic Development

**Date:**

Not before December 2019

**Reason if Key Decision**

Equalities implications – An Equalities Impact Assessment will be undertaken should a loan application be received.

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.

**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 Key Decision will be discussed at the Growth, Economic Development and Communities Cabinet Committee on 28 November 2019.

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

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

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.

**Support documents**

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

**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**

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

**Reference No:** 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.

**Key** Yes

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

**Title:**

**19/00058 - Strategic Acquisition & Disposal, Maidstone East**

**The Decision needed:**

**Proposed decision:**

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.

**Background:**

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.

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.

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

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

Cabinet Member for Corporate and Democratic Services

### **Date:**

Not before October 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:**  
 TThe 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 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

**Key** Yes

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

**Title:**

**19/00055 - Contract for Post Mortem Facilities at Mid Kent and Medway Coroner Area**

**The Decision needed:**

To award a 4 year contract to Maidstone & Tunbridge Wells NHS Trust (MTW) for the provision of post mortem (PM) facilities at Tunbridge Wells Hospital, Pembury for the Mid Kent & Medway coroner area.

### **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**

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.

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

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

<p><b>Consultees</b></p> <p>The proposed decision 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> Based on 2018-19 activity levels the estimated cost for the 4 years is £676,000</p> <p><b>Support documents</b></p>

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

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> N/A</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>19/00031 - Increase in the designated number at The Elms School, Dover</b></p> <p><b>The Decision needed:</b> Background:</p> <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>

<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b> Cabinet Member for Children, Young People and Education</p> <p><b>Date:</b> Not before April 2019</p> <p><b>Reason if Key Decision</b> The Equality Impact Assessment is in place. No adverse impacts have been identified at this point.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>A 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> 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 access what, if any accommodation will need to be needed to enable the increase in the designated number.</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> 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>  <b>19/00037 - New St Andrew's Primary Free School Contract Approval</b></p> <p><b>The Decision needed:</b>  <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 Funding Agency (ESFA) is responsible for funding the delivery of the new school.</p> <p>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.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet Member for Children, Young People and Education</p> <p><b>Date:</b>  Not before May 2019</p> <p><b>Reason if Key Decision</b>  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.</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 matter does not need to be considered by the Infrastructure Commissioning Board as the proposal is outside of the terms of reference.</p> <p>Consultation on the proposal to open a new school would be a matter for</p>

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**

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

**Reference No:** N/A.

**Key No**

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

**Title:**

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

**The Decision needed:**

Background Information:

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

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

Planning permission for the first phase of the expansion has been achieved. However, in order to secure the said planning permission significant adaptations needed to be made increasing the capital costs to £2,600,000.

Options:

Consideration has been given as to how we can scale back the first phase of

the expansion plans, ensuring there is: is sufficient high quality classroom space for the school to expand to 1FE; provision of a new entrance off Jubilee Close; increased car parking and the completion of agreed s278 works.

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

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

Proposed decision:

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

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

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

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

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

### **Consultees**

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

A consultation on expanding to 1FE was undertaken in 2016, as there is no change to this decision further consultation is not required.

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

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

meeting.

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

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

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

**Support documents**

**NOT BEFORE 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



<p>under the Health and Social Care Act 2012, which built upon the Local Government and Public Involvement in Health Act 2007</p> <p>The matter is referred to in the Business Plan/Medium Term Capital Programme.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Deputy Leader and Cabinet Member for Finance and Traded Services</p> <p><b>Date:</b> Not before January 2018</p> <p><b>Reason if Key Decision</b> No equalities implications – whole Kent provision.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed incorporation of the Service User Forum and Mental health Action Groups into the Healthwatch Kent contract was discussed by the Adult Social Care Cabinet Committee on 23 November 2017.</p> <p>The interim contract will be discussed by the Health Reform and Public Health Cabinet Committee on 24 January 2018.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> The value of the proposed interim contract is up to £1.46M (£730k pa) for the period 1 April 2018 to 31 March 2020.</p> <p><b>Support documents</b></p>

**NOT BEFORE OCTOBER 2017 BY CABINET MEMBER**

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

**Reference No:** None

<b>Key</b> Yes
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>17/00094 - Disposal of Land East of Great Chart Primary School, Singleton</b></p> <p><b>The Decision needed:</b>  Approval to the Director of Infrastructure to progress with and enter into the necessary documentation to complete the disposal of the aforementioned property in consultation with the Cabinet Member for Corporate and Democratic Services. The Decision will seek legal agreements to be actioned to complete the sale of the relevant properties.</p>
<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b>  Cabinet Member for Corporate and Democratic Services</p> <p><b>Date:</b>  Not before October 2017</p> <p><b>Reason if Key Decision</b>  None</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b>  Securing a capital receipt to fund the capital programme and to streamline the Council’s property portfolio to achieve financial and efficiency benefits in line with appropriate policy</p>
<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>Property decisions to be discussed at the Property Sub Committee.</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>  Property holding costs will cease upon sale.</p> <p><b>Support documents</b></p>

## LONG TERM

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate and Democratic Services</p> <p><b>Reference No:</b></p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>Lawn Primary School, Gravesend - New Playing Field</b></p> <p><b>The Decision needed:</b> Update 01 February 2017: Officers have confirmed that the decision is still ‘live’ and that KCC continue to work with the landowner regarding use of the land and any consequential s106 arrangements. The process is expected to be lengthy and is likely to be ongoing for the duration of 2017.</p> <p>-----</p> <p>The Cabinet Member will be asked to agree that KCC take a long lease of 99 years at a nominal rent from Lafarge to facilitate expansion of school roll. Lafarge to create new playing field and to maintain subsoil thereafter. The Playing Field is being delivered as part of a s106 Agreement being a contribution to mitigate the impact of adjacent development of 510 homes upon Lawn Primary School and free up space on the existing Lawn PS site to enable expansion of the existing school buildings from 1FE to 2FE.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet Member for Corporate and Democratic Services</p> <p><b>Date:</b> Before January 2018</p> <p><b>Reason if Key Decision</b> This decision is considered as a key decision owing to the length of the lease, in accordance with the Council's Property Management Protocol</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p>

The proposed Cabinet Member decision will be considered by the Property Sub-Committee at its meeting scheduled 27 March 2015
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b>  Lead officer: Kahren Knott – Estates Surveyor, Property &amp; Infrastructure Support  03000 416356  kahren.knott@kent.gov.uk  Lead Director: Rebecca Spore – Director of Property &amp; Infrastructure Support  03000 416716  Rebecca.spore@kent.gov.uk</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> 16/00101</p> <p><b>Key</b> Yes</p>
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>16/00101 - Proposal to expand Marden Primary School</b></p> <p><b>The Decision needed:</b>  The Cabinet Member for Children, Young People and Education will be asked to agree to:</p> <ol style="list-style-type: none"> <li>i. Expand Marden Primary School, Goudhurst Road, Marden, Tonbridge, Kent, TN12 9JX, from 280 places to 420 places, increasing the published admission number (PAN) from 40 to 60 for Year R entry in September 2018</li> <li>ii. Allocate the budget from the Basic Needs budget (full details to be provided within the Education and Young People’s Services Cabinet Committee Report)</li> </ol> <p>In accordance with Appendix 4 Part 2 16 (a) of the Council’s constitution, the Council’s Executive Scheme of Officer Delegation provides that “Once a Member-level decision has been taken.....the implementation of that decision 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</p>

to more junior officers”

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before January 2018

### **Reason if Key Decision**

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

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

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

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

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

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

### **Consultees**

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

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

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

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

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

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

**Support documents**

**UPDATE AWAITED**

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

**Reference No:** 13/00095

**Key** Yes

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

**Title:**

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

**The Decision needed:**

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

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

**Who is taking the Decision**

Cabinet Member for Corporate & Democratic Services

**Date:**

Not before October 2015

**Reason if Key Decision**

Financial criteria is likely to be exceeded

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

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

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

<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b> Cabinet Member for Corporate &amp; Democratic Services</p> <p><b>Date:</b> Not before October 2015</p> <p><b>Reason if Key Decision</b></p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<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 decisions will be discussed at Policy &amp; Resources' Property Sub Committee following marketing. The property is situated within the electoral division of Folkestone West. Cllr Hod Birkby has been consulted.</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> Alyson McKenna, 01622 696032 alyson.mckenna@kent.gov.uk Rebecca Spore, 01622 221151 rebecca.spore@kent.gov.uk</p> <p><b>Support documents</b></p>

**DEFERRED**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate &amp; Democratic Services</p> <p><b>Reference No:</b></p> <p><b>Key</b> Yes</p>
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**Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.**

**Title:**

**Sandwich Highways Depot**

**The Decision needed:**

**Update 09/03/2015:**

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

**Latest Update:**

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

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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

<p><b>Date:</b></p> <p><b>Reason if Key Decision</b></p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>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.</p> <p>The report to committee was exempt from publication and consideration of it took place in private.</p> <p>Public minutes can be viewed by clicking on the link below:</p> <p><a href="https://democracy.kent.gov.uk/documents/g5176/Printed%20minutes%2027th-Feb-2013%2014.00%20Property%20Sub-Committee.pdf?T=1">https://democracy.kent.gov.uk/documents/g5176/Printed%20minutes%2027th-Feb-2013%2014.00%20Property%20Sub-Committee.pdf?T=1</a></p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b></p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member -</b></p> <p><b>Reference No:</b> 12/020231</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></p> <p><b>Eden Centre Lease</b></p> <p><b>The Decision needed:</b></p> <p><b>LATEST UPDATE:</b></p> <p>19/05/2014 - Decision due date changed from 01/03/2014 to 01/01/2015.</p> <p><b>REASON:</b> The decision remains at the earliest stages of investigation and options appraisal. A further review will take place in January 2015 when a decision</p>

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**