



## **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
Mr David Brazier	Cabinet Member for Highways and Transport
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 Derek Murphy	Cabinet Member for Economic Development
Mrs Shellina Prendergast	Cabinet Member for Education and Skills
Mr Bryan Sweetland	Cabinet Member for Communications, Engagement, People and Partnerships

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**

**SEMI-URGENT DECISION - NOT BEFORE 6 DECEMBER 2021**

**Responsible Cabinet Member** - Cabinet Member for Environment

**Reference No:** - Terms and conditions of the Salix grant funding mean that the energy produced by the solar park must directly benefit KCC through lower carbon emissions;

- KCC will enter into contract with Kier for the construction of the development;
- KCC will enter into contract(s) with private and or Latco companies for the running of the solar park including both operations and management and the sale and purchase of electricity.
- KCC will enter into a conditional contract with a subsidiary company of Liberty in relation to the site acquisition.

**Key** Yes

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

**Title:**

**21/00109 - Kings Hill Solar Park**

**The Decision needed:**

**Proposed decision:**

As Cabinet Member for Environment, I agree to:

1. The deployment of grant funding from the Public Sector Decarbonisation Scheme (decision 21/00034) for the procurement and management of works for the construction of the Kings Hill Solar Park;
2. Approve the policy determining appropriate use of the electricity produced by the solar park, in line with the requirement to reduce KCC’s carbon emissions;
3. Delegate authority to the Corporate Director of Growth, Environment and Transport to take relevant actions, including, but not limited to, entering into contract and other legal agreements as required to arrange and deliver the ongoing management of the solar park once operational; and
4. Delegate authority to the Director of Infrastructure, in consultation with the Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services, and the Cabinet Member for Environment, to enter into all necessary legal agreements for the delivery and the construction of the project, including purchase of the site.

**Reason for the decision –**

Effective use of the Decarbonisation Funding to deliver carbon reduction initiatives. The scheme is seeking to offset over 633 tonnes of carbon a year from KCC’s energy requirement and will contribute significantly to the de-carbonisation of KCC energy supplies and in meeting its

carbon neutrality 2030 target.

The report is going for a decision outside of the Cabinet Committee process because of the complexity of the project and associated risks in several areas including rapidly changing market conditions. Officers in liaison with the Cabinet Member needed time to develop a comprehensive risk mitigation plan which delayed confirmation that the project could be delivered. Now that these risks have been satisfactorily mitigated, the decision needs to be rapidly implemented so that work could start on site from January and the time limited grant funding from BEIS secured.

**Background** – Kent County Council has been awarded via a Section 31 agreement some time limited grant funding from Salix towards the delivery of a number of low carbon energy projects including two solar parks (see decision 21/00034). This decision sees the delivery of a c2.98MW solar park in Kings Hill within close proximity to the Kent Scientific Services building. The funding was initially allocated to the North Farm waste site which KCC own however over a year's worth of environmental improvements were required on the site before the solar park project could start. Instead of losing the funds, officers have sought to develop the Kings Hill site instead which is owned by the Liberty KCC joint venture.

#### **Options:**

- **Do nothing** – seek alternative carbon reduction solutions, switch funding around, if possible, to other scheme(s) and or hand back the full PSDS grant funding of up to £3.5m. KCC would also incur £200k of abortive costs on the project to date and not benefit from approximately £140k per annum cost offsetting.
- **Construct Kings Hill Solar Park** – complete all Royal Institute of British Architects stages to deliver the project and keep as much of the allocated grant as possible, secure a further increase in grant allocation and an extension to completion deadline from Salix/BEIS and seek to limit the financial risk to KCC. The purchase of the land will remain at KCC's cost. **(PREFERRED OPTION)**
- **Purchase a solar park project with Planning consent** and seek agreement to the change of scope with Salix. This is not guaranteed as the purpose of the Decarbonisation Grant was to fund new carbon reduction schemes and relies on interpretation of whether new to KCC as opposed to new outright is acceptable. This also relies on finding a suitable solar park and a willing seller and significant timeline and project risks leading to potential loss of grant funding. This option is a consideration as the carbon reduction that Kings Hill would deliver will still have to be delivered to meet KCC carbon reduction targets as outlined in the Net Zero 2030/2050 plans.
- **Purchase a completed solar park with KCC funding** – loss of up to £3.5M of grant funding to KCC as Salix grant does not support purchase of existing facilities.

#### **How the proposed decision meets the priority actions of Setting the Course: Kent County Council's Interim Strategic Plan (December 2020)**

The decision meets the following priority actions within KCC's Interim Strategic Plan:

- Deliver carbon neutrality for KCC's estate and operations by 2030 and influence others; and
- Champion the rural and green economy; and

- Bring forward infrastructure projects to stimulate economic growth.

**Financial Implications:**

- KCC is funding the cost of acquisition of the land for the site at Kings Hill as these costs sit outside of Salix grant funding allowances.
- The cost of acquisition excludes VAT, legal costs, SDLT and due diligence which is accounted for in the total project costs. KCC is funding this through the Climate Change Fund and expenditure was agreed in principle via the Environment Board. The Climate Change Fund was established to enable actions that contributed to the achievement of Net Zero 2030 and as such it is an appropriate use of the fund to acquire the land for the solar park.
- Project build cost is anticipated to be c£3.5M (excluding VAT and land purchase but including client costs).
- Based on consultant reports, input from Laser and KCC Finance assessments of the project, the cost offset from the solar park is anticipated to be upwards of £90k per annum, based on year 1 forecasts, although the cost offset is likely to be higher once inflation is applied to the resale value of the electricity. The scheme will therefore deliver an estimated cost offset over the life of the project (assumes 30 years) of a of at least c£2.7M and potentially up to c.£4.2M;
- Salix grant funding will currently contribute a minimum of £3.1M to the project;
- Further Salix grant funding of £385k has been applied for as funds are still available within the overall Salix budget allocation and despite the increase in total costs to £3.5M (excluding land), this new cost still complies with the Salix long term carbon saving terms and conditions for the programme. While this has been verbally approved, the technical review to allow Salix to make this decision has been submitted and awaits formal approval. If this is not successful, based on current project cost projections the financial risk to KCC is £385k
- KCC will need to fund any shortfall on the project if the March 2022 deadline is passed and no extension of time is given. This could be in addition to the current £385k shortfall if Salix funds cannot be used. Based on the current programme the cashflow anticipates that 80% of the total scheme costs (c£2.8M) will be used by the current deadline and grant funding retained leaving a potential c£685k to be funded by KCC if no extension is given and the grant funding for the remaining 20% of the total scheme costs has to be returned.
- Worst case scenario if neither the additional Salix funding nor the funding extension deadline are agreed the financial risk to KCC is c£685k plus costs associated with land acquisition. (£300k to fund the difference between the £2.8M spend by March 22 and the £3.1M grant allocation that will have to be returned plus the £385k capital shortfall to meet the full scheme costs).

Scenario 1 - Both additional funding and deadline extension agreed (Best Case)	Scenario 2 - Additional Salix funding agreed, deadline extension refused	Scenario 2 - Additional Salix funding refused, deadline	Scenario 4 - Neither additional funding nor deadline extension agreed (Worst Case)
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			extension agreed	
Full Scheme Costs	£3,485,000	£3,485,000	£3,485,000	£3,485,000
Current Salix Funding Allocation	£3,100,000	£3,100,000	£3,100,000	£3,100,000
Additional Salix funding to meet full scheme costs	£385,000	£385,000	£0	£0
Deadline extension	£300,000	£0	£300,000	£0
<b>Financial Risk to KCC</b>	<b>£0</b>	<b>£300,000</b>	<b>£385,000</b>	<b>£685,000</b>

- If the scheme does not progress and the grant funding of up to c£3.5M is returned to Salix there will not be the opportunity to bid for future government funds to support the construction of a solar park. Future Government decarbonisation grant allocations will not provide 100% funding and will be focused on heat decarbonisation and therefore the opportunity for KCC to construct a fully funded / 80% match funded solar park will be lost.

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

### Who is taking the Decision

Cabinet Member for Environment

### Date:

Not before December 2021

### Reason if Key Decision

An EqIA screening has been undertaken and no impacts were identified as the site is a static power generation project.

### 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

<b>Consultees</b>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<b>Your name, Your Service, Your phone number and email address:</b> -
<b>Support documents</b>

**NOT BEFORE 29 DECEMBER 2021**

<b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b>
<b>Reference No:</b> Each project identified in the KCP will be subject to a separate consultation and decision-making process. The legal implications of each proposal will be identified at that time.
<b>Key</b> Yes
<b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b>
<b>Title:</b> <b>21/00108 - Commissioning Plan for Education Provision in Kent 2022-26</b>
<b>The Decision needed:</b> <u>Reason for Decision and Background</u> Kent County Council (KCC), as the Local Authority (LA), has a statutory duty to ensure sufficient school places are available. The County Council's Commissioning Plan for Education Provision in Kent 2022-26 (KCP) 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.
The Plan details how we will carry out our responsibility for ensuring there are sufficient high quality places, in the right places for all learners, while at the same time fulfilling our other responsibilities to raise education standards and promote parental preference. The Plan indicates the expected future need for education provision, thereby enabling parents and education providers to put forward proposals as to how these needs might best be met.
<u>Options</u>

The KCP 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 Plan period.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before December 2021

**Reason if Key Decision**

An Equality Impact Assessment (EqIA) has been completed for the KCP. The screening found no evidence that the KCP will impact negatively on pupils from Protected Groups or lead to them being treated less favourably.

**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:**

The LA 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 Basic Need grant from the Government, prudential borrowing by the County Council, Section 106 property developer contributions and the Community Infrastructure Levy (CIL). Government funding for 'Basic Need' is allocated on a formula based upon information provided by local authorities concerning forecast numbers of pupils and school capacity.

**Support documents**

**URGENT DECISION 22 NOVEMBER 2021 - IMMEDIATE IMPLEMENTATION**

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

**Reference No:** Funding must be used in accordance with the guidance set by government, and the terms and conditions of the grant. KCC will apply appropriate legal mechanisms as part of issuing or deploying any grant monies to ensure any partners or third parties in receipt of grant funding remain compliant.

**Key** Yes

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

**Title:**

**21/00107 - Household Support Grant**

**The Decision needed:**

Proposed decision:

Note and confirm previous activity and delegated decision-making to accept the grant and deploy initial support over the October Half-term.

Confirm overall use and governance for the full grant up to the required end-date of end of March 2021 – updated to reflect changing demands and required support arrangements subsequent to Decision 21/00062 (Summer Grant decision).

Detail relevant delegations to Corporate Director Finance for ongoing management of the grant, including making amendments to funding arrangements and deployment subject to consultation with the Leader.

- Reason for the decision

Government announced in October the Household Support Grant, which is in line with previous grants issued (Covid Winter Grant and Covid Local Support Grant). While previous acceptance and management of related grants was possible via delegated authority arising from previous decisions, it is appropriate and necessary for these previous arrangements to be noted and the ongoing acceptance of the Grant to be subject to Executive Member decision-making.

This decision is required to confirm KCC's acceptance of the additional grant monies and its planned use.

- Background – Provide brief additional context

An urgent decision was taken in November 2020 to accept the Government's £4.5m Covid Winter Grant and allocate this into 4 areas: Free School Meals, District allocation to target vulnerable households, KCC services to distribute to families in need, and support for residents with food and utility bills.

In March 2021, the Government wrote to advise there would be an extension of the funding, and an additional £1.5m allocated to KCC. A further decision was taken to accept this funding and allocate this to supermarket

vouchers for families of children in receipt of benefits related free school meals during Easter Holidays 2021.

In April, the Government awarded a further £1.06m and renamed the grant the Covid Local Support Grant. In June the Government notified LAs that they were extending the Covid Local Support Grant to September for a final time, and issuing an additional £4.239m. A decision was taken in accordance with previous decisions to authorise the provision of free school meals support through the summer holidays and delegating authority to the Corporate Director Finance to take the necessary actions to spend the grant money in line with the grant conditions and implement the decision, together with authority to accept any future grant provided for similar purposes and to spend this in accordance with the governance framework put in place by the decision.

- Options (other options considered but discarded)

The option of turning down the grant was rejected as there are many Kent families in need who will benefit from receiving this support.

We considered providing all funding to Districts to deliver through localised solutions however there are some elements of support that would be best provided at a county level, for example Free School Meals.

- How the proposed decision supports the Interim Strategic Plan:

This contributes to the strategic outcome of “Children & Young People in Kent get the best start in life”, by helping to keep vulnerable families out of crisis.

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

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

Leader of the Council

### **Date:**

November 2021

### **Reason if Key Decision**

Funding will be allocated to pupils eligible for FSM, or who prior to becoming home educated or without a school place received FSMs, for which there is clear, unambiguous eligibility criteria. KSAS will allocate funds following referrals made by practitioners, working with families, who have assessed that family finances negatively impact on their ability to regularly and consistently provide nutritious meals for their children.

Projects undertaken using this funding will conduct a full EQIA, and equalities implications will be reviewed as work progresses.

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

<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<b>Consultees</b>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b>  The Household Support Grant provides the Council £11.065m to support the most vulnerable residents in the County over the winter period without a direct impact on the Council's budget.</p> <p><b>Support documents</b></p>

**NON-KEY: NOT BEFORE 26 NOVEMBER 2021**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Adult Social Care and Public Health</p> <p><b>Reference No:</b> Legal advice is being sought to ensure that the existing terms and conditions for adult social care contracted services is adequate in relation to this new approach.  We will also establish a register of approved providers with agreed checks, terms and conditions and monitoring process to ensure quality.</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>21/00106 - Development of a micro-provider market in Kent</b></p> <p><b>The Decision needed:</b>  <b>Proposed decision:</b>  To award a contract to a provider who can support the development of micro-providers in Kent and delegate authority to the Corporate Director Adult Social Care and Health to take relevant actions, including but not limited to finalising the terms of and entering into required contracts or other legal agreements, as necessary to implement the decision.</p> <p><b>Reason for the decision:</b>  Adult social care and health is seeking to develop a micro-provider market in Kent.</p>

As part of Making a Difference Everyday approach, this market will support the development of resilient communities by increasing the type of local, community-based activities that support adults to maintain their wellbeing and independence. This market can also alleviate market pressures within the Care and Support market in the longer term by delivering non-regulated care. Micro-providers are especially useful in developing services to fill niche service gaps that are unattractive to larger organisations due to lack of scale, operating at a very local level and can also be used to fill gaps in geographic provision, especially in rural areas.

This is a new approach in Kent and will support a diversification of the community-based care and support market, enabling greater choice for people in the type of care and support available to them.

To support Kent to achieve this ambition, we are seeking to commission an external provider who is experienced in developing a care related micro-provider market. The focus of the contract will be:

- to undertake an analysis of gaps and opportunities to form an action plan.
- Identifying, training and developing micro-providers
- Developing a robust quality assurance process and register for approved providers
- Undertaking a full impact assessment to recognise the benefits of the approach
- Developing a plan for the longer-term sustainability of the approach

The proposed decision meets the objectives of ‘Increasing Opportunities, Improving Outcomes: Kent County Council’s Strategic Statement (2015-2020)’ by ensuring that older and vulnerable residents are safe and supported with choices to live independently. Specifically,

- Those with long-term conditions are supported to manage their conditions through access to good quality care and support
- Older and vulnerable residents feel socially included
- More people receive quality care at home avoiding unnecessary admissions to hospital and care homes
- The health and social care system works together to deliver high quality community services
- Residents have greater choice and control over the health and social care services they receive

Ensuring that people have access to flexible, creative and tailor-made care and support is a key outcome of the Making a Difference Everyday approach. The development of a micro provider market is a key enabler in developing that approach.

*The financial profile is outlined below:*

<b>Year</b>	<b>Year 1</b>		<b>Year 2</b>	<b>Total</b>
<b>Funding</b>	COMF	Alternative funding		

<b>Period</b>	<b>Jan – Mar 22</b>	<b>April 22 – Dec 22</b>	<b>Jan – Dec 2023</b>	
<b>Seed funding</b>	£30,000	£90,000	£120,000	£240,000
<b>Marketing budget</b>	£8,000	£9,000	£12,000	£29,000
<b>Contract costs</b>	£134,508	£213,642	£284,850	£633,000
<b>Sub - Total</b>	<b>£172,508</b>	<b>£312,642</b>	<b>£416,850</b>	<b>£902,000</b>

## **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 November 2021

### **Reason if Key Decision**

A full Equalities Impact Assessment has been completed. Key finding is the positive impact related to ability of micro-enterprises to respond to demand at a local level. This means greater flexibility for people in terms of the community and home-based care and support they have access to. It also means that barriers some groups experience in accessing mainstream, traditional services can be addressed by developing activities and services that specifically meet their needs.

Key issue identified was how people are made aware of these services with a key risk being dependence on digital platforms to raise awareness and therefore information being inaccessible to people who are digitally excluded. Mitigating action is to raise awareness with social workers and signposting professionals, such as Community navigators, who can talk to people about the micro-provider provision in their local area.

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

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

### **Consultees**

The proposed decision will be discussed at the Adult Social Care Cabinet Committee meeting on 1 December 2021.

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

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

£940,000 Contain Outbreak Management Funding (COMF) has been sought and agreed for this project. Due to the requirements that this funding is spent by 31 March 2022, the project and associated contract will be funded by COMF until that date. There are several potential funding streams that are

being explored to meet the remainder of the costs, including those recently announced as part of the Spending Review. The market sustainability fund is also available to fund these initiatives. The financial profile is outlined in the 'Reason for the Decision' section.

To summarise, the development of micro-providers in Kent has total project cost of £902,000. The contract value is £633,000.

### **Support documents**

Report  
PROD

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

**Reference No:** Technology Enabled Care will be a tool to support Adult Social Care and Health directorate to deliver its requirements under the Care Act 2014.

**Key No**

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

**Title:**  
**21/00105 - Technology Enabled Care Build and Test**

**The Decision needed:**

**Proposed decision:**

Approval to provide delegated authority to the Corporate Director of Adult Social Care to award the contract following the outcome of the procurement activity for the Adult Social Care Technology Enabled Care build and test approach.

**Reason for the decision:**

The Technology Enabled Care project is a key area of the Making a difference every day approach which is the main driver of change within Adult Social Care. The programme and this project aligns with KCC's Strategic Reset Programme and will contribute towards the delivery of the key ambitions of the Authority.

Social care and health services across Kent face significant challenges as the population is living longer and with more complex needs, which is increasing demand on the health and care sector. Further pressures are added due to a workforce shortage in the care sector.

By 2025, analogue telephone services will be switched off as the UK's telecoms infrastructure is upgraded to digital connectivity. This shift has urgent implications for the technology enabled care sector and for people who rely on telecare in the UK. The Authority's Telecare service is

analogue based and therefore, a future digital solution will be required in preparation for this change.

Assistive technology and digital solutions have been integral to supporting people during the Covid-19 pandemic and is widely recognised as a resource for social care and health professionals to provide people we support with greater choice and control over their care, empower people to live independent lives in an environment they want to be in, and support the outcomes people want to achieve. The consumer technology / smart home market is rapidly crossing over into the care technology sector and there is undoubtedly an opportunity for the Authority to harness and encourage the use of mainstream technology to support people.

This is a new approach for the Authority and looks to utilise assistive technology that goes beyond traditional Telecare provisions. Technology Enabled Care will be delivered in 2 parts; an initial 1-year build and test approach with the knowledge and outcomes from this used to inform the options for a longer-term contract and provision.

### **Options**

As part of the Technology Enabled Care project, several options have been considered and the preferred option is to test a range of approaches and assistive technology solutions that supports the whole social care and health pathway in certain districts with culture change activity to build into social care workforce practice for a particular cohort of people.

As this is a new approach for the Authority, it would be a risk to commit to a longer-term approach until the scale of the benefits and opportunities to achieve outcomes for people are understood.

### **Key Benefits**

- People satisfaction
  - This is a key outcome of the Strategic Reset Programme as well as the Making a difference every day approach. With additional assistive technology tools available for Practitioners to utilise to meet care and support needs, it is expected that people's satisfaction levels should increase
- Partnership working / opportunities
  - Technology Enabled Care will benefit the wider health and social care system and not just the authority once the culture and awareness of the opportunities has been evidenced. For instance, utilising data and information to identify patterns in behaviours to become more preventative rather than reactive in terms of health, care and support delivered
- Demand
  - Providing greater information, advice and guidance on assistive technology across all areas of the social care pathways and how this can be accessed will support demand on formal social care services
  - Utilising assistive technology to provide remote support, targeting those who are in need of support through data and

analytics, or empowering the informal support network of people to help manage and respond to changes in need or reactive support (e.g. a fall).

- Cost avoidance, savings and income
  - Through using Technology Enabled Care, there could be opportunities to not only meet the outcomes of people but also reduce or delay escalation of need but also reduce the need for other traditional care and support methods in favour of assistive technology (where suitable). In some instances, assistive technology could prevent the need for any formal social care intervention.
- Environmental
  - Through assistive technology, this could also reduce the needs for physical visits to people we support, therefore reducing the use of vehicles for social care professionals.

## **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 November 2021

### **Reason if Key Decision**

An EqIA has been undertaken and published for the build and test and it is not expected to have a significant negative impact on any of the protected characteristics as this will be provided based on a need's assessment and will become another tool of many for social care professionals to support the people of Kent. Other actions identified is to ensure communication and engagement of Technology Enabled Care is made available and accessible to all individuals.

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

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

### **Consultees**

The proposed decision will be discussed at the Adult Social Care Cabinet Committee meeting on 1 December 2021

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

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

£750k is the total budget for this work, £675,000 is for the contract itself and £75,000 for other associated costs to deliver the project e.g. legal advice, communication and engagement activities, and events etc.

The funding for the project will be harnessed from the Contain Outbreak

Management Funds until March 2022. Thereafter, there are a number of potential funding streams that are being explored, including those recently announced as part of the Spending Review. The market sustainability fund is also available to fund this initiative.

**Support documents**

Report  
PROD  
Appendix 1

**NOT BEFORE 17 DECEMBER 2021**

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

**Reference No:** Although the council has set its Guide Prices, the design of the contract is for the market to set an indicative (not to exceed) price when joining. Underlying sustainability of the social care market for older people is a key factor when analysing the costs of care.

Legal advice has been sought in relation to the Kent and Medway Clinical Commissioning Group joining the arrangement and it has been advised that this can be done by issuing a modification notice at the time of the extension to allow the new services to be procured.

**Key** Yes

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

**Title:**  
**21/00104 - Older Persons Residential and Nursing Contract Extension and Variation**

**The Decision needed:**

**Proposed decision**

Extend the current contract in line with contract conditions for a further two years from 1 April 2022 to 31 March 2024; include a modification notice to the contract to allow a separate Lot to be added that enables the purchasing of pathway 3 discharge beds on behalf of NHS Kent and Medway Clinical Commissioning Group and delegate authority to the Corporate Director Adult Social Care and Health to take relevant actions, including but not limited to finalising the terms of and entering into required contract or other legal agreements, as necessary to implement the decision.

**Decision Details**

The Older Persons Residential and Nursing Contract shall expire automatically on the 31 March 2022 unless the council exercise the right,

by giving written notice to the Provider, to extend the contract for a further two years from 1 April 2022 to 31 March 2024, giving up to 3 (three) months' notice to the Provider (or such other time agreed between the Parties).

The ambition is to work in collaboration with the Kent and Medway Clinical Commissioning Group to support a joined-up approach for purchasing assessment beds for Health across the county. This will support timely discharge from hospital to a pathway 3 assessment beds. A modification notice will be placed on the contract to enable an additional Lot to be added to enable Providers to bid to provide beds to the Kent and Medway Clinical Commissioning Group. The current plan is to have this in place from 1 April 2022 subject to approval, governance and agreement from the Kent and Medway Clinical Commissioning Group and the Council.

The current Older Persons Residential and Nursing Contract commenced in April 2016 with an initial four-year contract period. The Council may, by giving written notice to the Provider extend this Contract for such further period or periods of up to 4 (four) years as agreed between the Parties. The contract is by way of a Dynamic Purchasing System (DPS), allows the Council to add new providers during the lifetime of the contract having passed the relevant selection criteria and provide an indicative tender which meets the specification.

The contract includes five Lots that providers can tender for;

- Lot 1 CQC Registered Residential Homes or "Care Homes without nursing" for the provision of Long Term, Short Term and respite care services;
- Lot 2 CQC Registered Nursing Homes or "Care Homes with nursing" for the provision of Long Term, Short Term and respite care services;
- Lot 3 Providers of Bariatric care services;
- Lot 4 Call off Block Contract for the provision of multiples of two beds for short term Respite care services across Kent; and
- Lot 5 Residential or Nursing Care Home providers able to offer 'day' services.

### **Reason for the Decision**

The current Older Persons Residential and Nursing Contract will automatically expire on the 31 March 2022 unless the council exercise the right, by giving written notice to the Provider, to extend the contract for a further two years from 1 April 2022 to 31 March 2024, giving up to 3 (three) months' notice to the Provider (or such other time agreed between the Parties).

Extending the contract by two years to 31 March 2024 will provide the necessary time and resource to consider the integration of the wider health and social care system and new models of care that ensure the right residential accommodation is available for the people of Kent.

Following approval and governance requirements being signed off from the Council and the Kent and Medway Clinical Commissioning Group a modification notice will be placed to enable an additional Lot to be added

to the contract and enable Providers to bid to provide beds to the Kent and Medway Clinical Commissioning Group. The current plan is to have this in place from 1 April 2022. This addition will further allow joined up working across Health and Social Care with the Care Home market and reduce pressures created through the system not working in a collaborative manner.

## **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 December 2021

### **Reason if Key Decision**

An Equality Impact Assessment was undertaken as part of the original tender process and will be refreshed as part of the extension. A copy is available on request.

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

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

### **Consultees**

The proposed decision will be discussed at the Adult Social Care Cabinet Committee meeting on 1 December 2021

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

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

The total cost of the Older Persons Residential and Nursing contract is approx. £100M per annum and £200M for the remainder of the contract.

The guide price for the beds will be reviewed and implemented on 1 April 2022 as part of the annual bed price review

### **Support documents**

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

**Reference No:** The provision of Healthwatch Kent is a statutory responsibility of the council.

**Key** Yes

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

**Title:**  
**21/00103 - People's Voice Contract (including Healthwatch Kent)**

**The Decision needed:**

**Proposed Decision**

Award a short extension to the current contract for a maximum of six months (to 30 September 2022) to allow procurement to progress; procure a new People’s Voice Contract, which includes the delivery of Healthwatch Kent, for a maximum of five years (3 years plus 2 single year extensions); and delegate authority to the Corporate Director Adult Social Care and Health to take relevant actions, including but not limited to finalising the terms of and entering into required contract or other legal agreements, as necessary to implement the decision.

**Reason for Decision**

The current contract shall expire automatically on the 31 March 2022. This contract was extended using Procurement regulations during the COVID pandemic. To allow a procurement process to take place a further short extension to the current contract is required for six months. It is proposed to also have a three-month notice period, should the procurement conclude in such times that allows a transition to the new contract.

The current contract is a collaboration with the Kent and Medway Clinical Commissioning Group to support a joined-up approach for seeking views from people across the county. There is current agreement from the Kent and Medway Clinical Commissioning Group to continue funding the activity through to 31 March 2023 through a Section 256 Agreement. The council is currently seeking assurances that the agreement will continue beyond that date.

This contract has not been competitively tendered since it was first awarded in 2015. This is the first opportunity to test the market since that time. Approval is sought to begin the procurement process for a new contract.

**Further Information**

The current Contract commenced in April 2015 with an initial five-year contract period. The contract has expanded to include funding from KMCCG through that time. The contract includes the statutory provision of Healthwatch Kent and includes support for People’s Voice forums.

The present contract is due to expire 31 March 2022 and the contract will automatically expire unless it is extended.

Extending the contract by 6 months to 30 September 2022 will provide the necessary time and resource to procure a new contract.

## **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 December 2021

### **Reason if Key Decision**

An Equality Impact Assessment was undertaken as part of the original tender process and will be refreshed as part of the new procurement. A copy is available on request.

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

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

### **Consultees**

The proposed decision will be discussed at the Adult Social Care Cabinet Committee meeting on 1 December 2021

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

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

The total budget of the People's Voice contract is made up from various sources:

Government grant (covers the Healthwatch element): £363,000

Adult Social Care: £345,700

Kent and Medway Clinical Commissioning Group: £78,129

Total budget / contract value: £786,829

The financial implications for the short contract extension is £393,414 for 2022/23

It is proposed to reduce the Adult Social Care element by £34,570 for the forthcoming new contract provision.

The new annual contract value will be £752,259 – pending confirmation from Kent and Medway Clinical Commissioning Group on the continuation of their contribution beyond April 2023.

The contract value for the new contract procurement will be a maximum of £3,761,295.

### **Support documents**

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

**Reference No:** New services joining the contract will be assessed in line with current Public Contract Regulations 2015 and therefore there is a low risk of legal challenge.

**Key** Yes

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

**Title:**  
**21/00102 - Residential Care Contracts for People with LDPD and MH Needs**

**The Decision needed:**

**Proposed decision**

Award new contracts for the provision of Residential Care for people with a Learning Disability, Physical Disability and people with Mental Health needs to the successful bidders identified following a procurement process and delegate authority to the Corporate Director 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.

**Reason for the decision**

Contracts for Residential Care Home Services for People with a Learning Disability, People with a Physical Disability and People with Mental Health Needs were awarded under decision number 18/0003, however provision was not made in that decision to allow new services to join the contract

Care homes form part of the services to meet statutory requirement for provision of services across Kent for People with a Learning Disability, People with a Physical Disability and People with Mental Health Needs. This provision relates to Strategic Outcome 2 and 3.

- Focus on improving lives by ensuring that every penny spent in Kent is delivering better outcomes for Kent’s residents, communities, and businesses
- Older and vulnerable residents are safe and supported with choices to live independently
- Those with long term conditions are supported to manage their conditions through access to good quality care and support

**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:**

<p>Not before December 2021</p> <p><b>Reason if Key Decision</b> The Equality Impact Assessment has been updated with the changes proposed and can be fully considered</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed decision will be discussed at the Adult Social Care Cabinet Committee meeting on 1 December 2021.</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> It is estimated that costs for new services joining the Residential Care Home Services Contract will be an approximately £4.7m increase to the overall value of the contract. Current contract arrangements are for a minimum of 4 years with 2 x 2 year extensions. The overall value includes contracts to be awarded under this key decision and contracts awarded under the earlier decision number 20/0030.</p> <p><b>Support documents</b></p>

**NOT BEFORE 9 DECEMBER 2021**

<p><b>Responsible Cabinet Member</b> - Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</p> <p><b>Reference No:</b> The conditional contract will be legally binding and will commit KCC to the eventual sale of the land subject to the granting of a qualifying planning consent within the terms of the contract. The contract is also subject to entering into satisfactory Agreements for Lease with the 2 GP practices and approval of the Full Business Case by the Clinical Commissioning Group's (CCG) and District Valuer.</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>21/00100 - Disposal of Land South of Steele Avenue,</b></p>

## **Greenhithe, Dartford**

### **The Decision needed:**

**Proposed decision:** to agree to authorise the disposal of the land South of Steele Avenue, Greenhithe and delegate authority to:

1. The Director of Infrastructure in consultation with the Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services, to finalise the contractual terms of the disposal.
2. The Director of Infrastructure to authorise the execution of necessary contractual and land agreements required to implement the above.

### **Reason for the decision**

Proposed property disposal in line with the Council's statutory and fiduciary duties and over £1 million which requires a key decision.

### **Background**

The freehold asset "Land at Steel Avenue Greenhithe" is a site approx. 1.29 acres. It is currently vacant and last used by KCC's Highway Department as a depot site for the widening of the adjacent dual carriageway. The asset also includes car parking towards its north end.

This site, including the car park, was declared surplus to KCC's requirements and was subsequently identified for disposal. A comprehensive marketing exercise has been undertaken for the north end of the site where it is envisaged a medical centre could be constructed, subject to planning consent and other due diligence which would provide a valuable community healthcare facility. Bids for the north end of the site have been received and a lead bidder has emerged.

A decision is now sought to finalise the terms of the conditional sale contract and authorise disposal of the north part of the site and, once boundaries have been confirmed for the medical centre, the south end of the site will be marketed for disposal.

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

- **Securing a capital receipt to fund the capital programme.**
- **Streamline the Council's property portfolio.**
- **Achieve financial and efficiency benefits in line with appropriate policy.**
- **Provide Greenhithe, Stone and Swanscombe with much needed modern, purpose built, primary healthcare facilities with capacity to provide GP services to the growing population up to circa 30,000 patients.**

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

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

<p>Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</p> <p><b>Date:</b> Not before December 2021</p> <p><b>Reason if Key Decision</b> N/A</p> <p>Data Protection implications As part of this authority process and in the handling of the marketing and conveyance Data Protection is observed.</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><b>Has any public consultation been undertaken or is any planned?</b> Not to date but it is common for medical centre developers to offer public consultation on proposals as part of the planning application process. The site has also been the subject of representations for the Local Plan and the Stone Parish Council Neighbourhood Plan</p> <p><b>Have views been sought from local Members?</b> The Local Member has received regular updates regarding activity at this site and a meeting held with the Stone Parish Council Councillors to discuss the proposals for this site. Their current views will be sought and reported to the relevant Committee / Cabinet Member.</p> <p><b>Cabinet Committee consultation planned or undertaken</b> The proposed decision will be discussed by the Policy and Resources Cabinet Committee on 9 November 2021.</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 sale of the property will result in a capital receipt for KCC which will be used to support the Council's Capital Programme.</p> <p>Revenue costs are minimised due to the structuring of a conditional contract with further consultant fees being initially borne by the developer.</p> <p><b>Support documents</b></p>

NOT BEFORE 18 NOVEMBER 2021

<b>Responsible Cabinet Member</b> - Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services
<b>Reference No:</b>
<b>Key No</b>
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<b>Title:</b> <b>21/00099 - Works at Tennyson Lodge and Thomas Place, Maidstone, Kent</b>
<b>The Decision needed:</b> <b>Proposed decision:</b> <ol style="list-style-type: none"><li>1. The Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services to agree to recommendation(s) as set out within the exempt report.</li><li>2. To delegate authority to the Director of Infrastructure, in consultation with the Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services and KCC General Counsel, to enter into any contracts and legal agreements required to deliver the works.</li></ol>
<b>Further Information:</b> A decision is required to confirm the progression of and approach to necessary works needed at the relevant properties. Detailed arrangements and considerations are set out within the exempt report.
<b>Section 2 – Who is taking the final decision and when</b>
<b>Who is taking the Decision</b> Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services
<b>Date:</b> Not before November 2021
<b>Reason if Key Decision</b>
<b>Reason if this decision has been delayed/withdrawn from a previous plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>



- Local Authorities have a statutory responsibility (under the amendments to the Childrens and Families Act) to ensure that all Young Carers under the age of 18 are in receipt of an assessment of their needs. The Children and Families Act seeks to ensure that a Young Carer is assessed for support and assessed again if support needs have changed
- o The current contract has been successful with demonstratable positive outcomes for young people. Whilst the scope of any new service will be developed in partnership with stakeholders it is anticipated that the two main focus points (assessments and workforce development) of the current specification will remain.

### Options

Option	Advantages	Risks
1. Do nothing: The contract ends and KCC do not meet their statutory obligations for Young Carer Assessments.	<ul style="list-style-type: none"> <li>• Annual saving of £325,500</li> <li>• Programmes of support in some localities are likely to be picked up by the wider Voluntary and Community Sector (VCS).</li> </ul>	<ul style="list-style-type: none"> <li>• Fragmented approach to delivery continues.</li> <li>• KCC fail in their statutory obligations for Young Carers Assessments.</li> <li>• Already pressured VCS organisations across the county are placed under more pressure for their support without the financial support of the local authority.</li> </ul>
2. Create a new service In-House: KCC to deliver countywide via new Team.	<ul style="list-style-type: none"> <li>• A procurement process will not be required.</li> <li>• Shorter timescale for implementation.</li> </ul>	<ul style="list-style-type: none"> <li>• TUPE of staff from the existing provider into KCC headcount.</li> <li>• Flexibility of an external provider lost.</li> <li>• KCC has previously delivered this service, there is a lack of expertise and direct experience.</li> <li>• Wider partners may not wish to engage with the local authority for workforce development</li> </ul>
3. Externally commission a new service.	<ul style="list-style-type: none"> <li>• Ability to work with partners to develop a new provision</li> <li>• VCS benefit from long-standing community</li> </ul>	<ul style="list-style-type: none"> <li>• A procurement process will be required.</li> <li>• Longer timescale for implementation.</li> </ul>

	<p>relationships which supports uptake of provision.</p> <ul style="list-style-type: none"> <li>• Robust contract management will be in place to monitor performance.</li> </ul>	<ul style="list-style-type: none"> <li>• TUPE implications would apply in specific circumstances</li> </ul>
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**Risks**

- The main risk is to do nothing. The numbers of young carers requesting support has been exacerbated by Covid-19. The overarching aim of the new service will be to support young people in reconnecting back to a new normal whilst also enabling the wider workforce to offer support to build resilience.

**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 November 2021

**Reason if Key Decision**

An Equality Impact Assessment (EqIA) screening has been completed and has concluded that the proposed decision does not present any adverse equality impact.

**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:**

- This service will be funded from within the existing revenue KCC base budget reported against the Early Help and Preventative Services Key Service in the Budget Book.
- The funding available is £325,500 per annum. This equates to £1,627,500 over the term of the proposed contract and extensions (three years plus one plus one).

**Support documents**

**NOT BEFORE 29 NOVEMBER 2021**

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

**Reference No:** There are no Legal implications known.

**Key** Yes

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

**Title:**  
**21/00097 - The Kent County Council Technology Strategy 2020-2023**

**The Decision needed:**

**Proposed decision:**

1. The Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services to approve the adoption of the Kent County Council Technology Strategy 2020-2023, and its publication on an interim basis, whilst the Council reviews its technology strategy, considering the COVID-19 pandemic.

**Reason for the decision:**

The strategy explains how Kent County Council will use technology to support the delivery of the Council's Strategic Delivery Plan 2020-2023 and will guide and support Members and officers, in making decisions relating to technology use across the Council.

**Background**

The Council's existing Technology Strategy 2016-2020 has provided a basis for enabling the use of new service models and the development of a platform, which has enabled Kent County Council to adapt successfully during the COVID-19 pandemic to changes in working locations and patterns.

This updated strategy was prepared at the beginning of 2020 and whilst the principles hold firm, it is proposed that the strategy is adopted on an interim basis, whilst it is reviewed considering the COVID-19 Pandemic and the Council's emerging service and organisation objectives. The interim strategy provides the core framework for the Council to provide solutions which will enhance the Council's ability to provide services anywhere, anytime.

The Technology Strategy is currently being updated to reflect the evolving ambitions of the Council, centred around the Strategic Reset Programme and the response to the pandemic and the data centre outage in 2021. It has been a challenging period, but by the end of this calendar year, progress will be made against the activity plan 2020 – 2023 which includes:

- Implementation of Corporate One Drive to replace personal Drives.
- Replacement of the ageing SAN and associated infrastructure in Sessions House data

Centre.

- Migration of our telephony from Skype to Microsoft Teams.
- Deployment of video conferencing in office buildings across Kent.
- Successfully integrated Child and Adult Care records into the Kent and Medway Care

Record (KMCR).

- Creation of a cloud-based data infrastructure populated with Adults, Children's, Finance and Property data.
- Undertaken pilots re the application of the Internet of Things (IOT), robotics and automation.
- Implemented Microsoft defender across the Council's estate to enhance anti-virus

Protection.

- Implemented Microsoft Managed Desktop to improve our management of end user

Devices.

- Implemented Microsoft Intune to improve our management of mobile devices.
- Improved our protection against Ransomware through advanced backup technology, and network segmentation.
- Achieved Public Sector network Code of Compliance.

## **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 November 2021

### **Reason if Key Decision**

An EQIA will be completed for all decisions, projects or purchases which are based on the Kent County Council Technology Strategy 2020-2023.

Data Protection implications

A DPIA screening tool has been completed and there is no requirement for a DPIA to be completed.

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

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

**Consultees**

The Kent County Council Technology Strategy 2020-2023 was discussed and endorsed by the Policy and Resources Cabinet Committee held on 6<sup>th</sup> November 2020.

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

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

The strategy sets the framework for our future technology strategy. The implementation of the strategy will have financial implications, however decisions regarding specific technology services and products will progress through the Council's governance and decision-making process as required.

**Support documents**

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

**Reference No:**

**Key** Yes

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

**Title:**

**21/00096 - Contract for Post Mortem Facilities for the North West Kent Coroner area**

**The Decision needed:**

**Proposed Decision:**

To award a 12 month extension to the contract for the provision of post mortem (PM) facilities to Dartford & Gravesham NHS Trust.

**Background**

The Coroners and Justice Act 2009 places a duty on Coroners to investigate deaths that are referred to them if they have reason to think that:

- The death was violent or unnatural;

- The cause of death is unknown; or
- The deceased died while in prison, police custody or another form of state detention eg where a Deprivation of Liberty Safeguard Order (DoLS) is in place

In some cases the Coroner will order a PM to establish the cause of death and in such cases the deceased is taken to one of 5 NHS mortuaries across Kent and Medway located at Margate, Ashford, Dartford, Tunbridge Wells and Gillingham.

On behalf of the Senior Coroners, KCC ensures there is adequate storage capacity for coroner's bodies and that the coroners have access to PM facilities. KCC does not have its own public mortuary facility, and so like many other coroner areas across England and Wales it has no choice but to use local NHS hospitals which have the necessary facilities for this purpose; there are no private sector providers of PM facilities anywhere in England and Wales.

The contract with Dartford & Gravesham NHS Trust expired on the 30<sup>th</sup> September 2021 and it has been necessary to put a contract extension in place to secure this critical service until such time as the proposed Digital Autopsy facility at Aylesford opens for business, currently estimated for August/September 2022. The Trust is agreeable to extend the contract for 12 months as this will guarantee that all their fixed and variable costs are met, which is an understandable approach. It has therefore been agreed that the contract will be extended from 1 October 2021 to 30 September 2022 and if need be, can be terminated early by KCC serving six months' notice.

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

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

Cabinet Member for Community and Regulatory Services

### **Date:**

November 2021

### **Reason if Key Decision**

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

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

### **Consultees**

Consultation has been undertaken with:  
Senior Coroner, Mid Kent & Medway  
Senior Coroner, North West Kent

Head of Coroner Service
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b>  The contract with the Trust is based on a cost per PM, so if there are no PM's, there are no costs to KCC. This means that at the point where the DA facility opens, KCC will only have to meet the scan charge. Based on 2020 activity levels the estimated costs of the Medway contract extension is within the budgeted revenue cost for 2021-22.</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member - Cabinet Member for Integrated Children's Services</b></p> <p><b>Reference No:</b> The Children's and Families Act places a statutory duty on the local authority to ensure sufficiency of provision for Short Breaks for Disabled Children and Young People.  In addition, the Health services and Public Health Act 1968 provides a legal framework for the local authority to give grants to the VCS where it is providing services which the Local Authority has a statutory duty to provide.</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>21/00095 - Short Break Day Opportunities for Disabled Children and Young People</b></p> <p><b>The Decision needed:</b>  <b>Proposed decision</b> – The Cabinet Member for Integrated Children's Services is asked to agree to:</p> <p>a) Authorise Commissioners to commence a competitive strategic grants process for the provision of Short Break Day Opportunities for Disabled Children and Young People, and delegate authority to award grants to the Corporate Director for Children, Young People and Education or other Officer as required by the Corporate Director.</p> <p><b>Reason for the decision</b></p> <p>In accordance the Children Act 1989, section 6, and subsequently The Breaks for Carers of Disabled Children Regulations 2011, Kent County Council has a duty to ensure sufficiency of short break activities available to families of disabled children &amp; young people living in Kent.</p>

The existing grant funding arrangement for Short Breaks for Disabled Children and Young People ends on the 31 March 2022 and it is proposed that a two year Strategic Grants Framework is competitively tendered, to be in place from 1 April 2022 to 31 March 2024 to ensure sufficiency of short break activities, and co-production of an alternate delivery model for future provision. The proposed Decision falls within the Key Decision Criteria of affecting two or more electoral divisions and expenditure over £1million for the lifetime of the project.

## **Background**

Short Breaks are preventative, family support services that are aimed at families with a disabled child, to allow them to have a break from caring. They can be at any time ranging from an hour to a day, evening, overnight, or weekend depending on the needs of the family and provide enjoyable activities for the child or young person. The short break may take place in a community activity setting, a child/young person's home or other residential setting. It allows parents and carers to have a break from their caring responsibilities and gives children and young people the opportunity for a positive experience.

Some disabled children can join in on activities for all children such as Beavers or Brownies, or summer fun days run by their local council. This means that their parents can have a break.

Kent County Council commission activities for those children who need extra support, including activities for children who need significant levels of support. Most of these activities are open to families without having to go through a social worker.

The project outlines the commissioning intentions for short breaks that are open access, meaning they do not always require a social worker assessment for families to access.

- weekend clubs during term time
- school summer holiday clubs

The aim of this process has been to ensure that Short Breaks are available for disabled children and families when they need them, providing breaks and support early, preventing and managing crises to helping to keep families together.

Using Short Breaks, we are supporting carers to have a break from the caring responsibilities of their disabled child. Short breaks benefit both disabled children and their parents. Children benefit from new interests, relationships and activities, while parents can catch up with 'everyday activities' (sleep, cleaning, shopping), attend to their physical and psychological wellbeing, and maintain and develop social networks.

## **Options**

1. *Do Nothing – The current grants for Short Breaks for Disabled*

*Children and Young People will end on the 31 March 2022. Kent County Council will fail in its duty to ensure sufficiency of short breaks activities are available to families of disabled children and young people.*

2. *Use Direct Payment approach – Market analysis and engagement indicates a lack of capacity at present to respond to this option, meaning that some Parents and Carers will be challenged in sourcing a provider and increase the risk of putting families into crisis. Engagement with Parents and Carers on the use of Direct Payments identified that the process can be complex and difficult to navigate.*
3. *Competitively Tender for New Grants Framework (Preferred Option) – This option will ensure continued investment into Short Breaks offer for families and carers. The funding model will promote equitable share, of the available budget across Kent, supporting the Voluntary and Community Sector providers through the COVID Pandemic recovery. The grants prospectus will set out desired outcomes and intentions for a county wide offer to meet a range of needs, including how organisations should be promoting them.*

*Following the grant award, the new services will be updated on the Local Offer, shared with Local Children’s Partnership Groups, social workers and the front door for the marketing, promoting, advertising. During the two-year grant period Strategic Commissioning will work with Families, Carers, Service Users and Providers to co-produce a sustainable short breaks model to be fully operational from 1 April 2024.*

The proposed Decision is in line with Kent’s Strategy for Children and Young People with Special Educational Needs and Disabilities 2021-2024

- Priority Five: Ensure children and young people with SEND are included in their local community

Setting the Course Kent County Council’s Interim Strategic Plan December 2020

- Define our Commissioning Strategy to inform the way we work with the VCSE to meet the needs of our communities and to identify potential new partnership models
- Better engagement with residents and local communities

## **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 November 2021

### **Reason if Key Decision**

An equality impact assessment has been undertaken and no issues have been identified at this stage. The equality impact assessment shall be kept under constant review as this project continues.

<b>Reason if this decision has been delayed/withdrawn from a previous plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>Engagement with parents/carers and disabled children and young people will be undertaken to inform the development of the grants prospectus. During the proposed grant period the coproduction of the Short Breaks Strategy will include consultation activity.</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 available funding for Short Breaks Grants Framework is expected to remain unchanged at a value of £1,082,995 per annum and will be fully funded from the Children’s Disability 0-18 Commissioning Revenue Base Budget.  The retender of the programme is not expected to deliver any direct savings in relation to the value of the grants awarded, although the bids received will be tested for value for money prior to award.  The commissioning of the short breaks for disabled children is part of the wider strategy to avoid escalation of need and requirement for other statutory children services.</p> <p><b>Support documents</b>  PROD  Report</p>

<p><b>Responsible Cabinet Member - Cabinet Member for Integrated Children's Services</b></p> <p><b>Reference No:</b> The Children’s and Families Act places a statutory duty on the local authority to ensure sufficiency of provision for Children in Care.</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>21/00094 - Regional Residential Procurement Project</b></p> <p><b>The Decision needed:</b>  <b>Proposed decision –</b> The Cabinet Member for Integrated Children’s Services is asked to agree to:</p>

- a) Continue engagement in the DfE funded Project and participate in the regional procurement for new innovative services for Complex Looked After Children

### **Reason for the decision**

Local authorities, as part of their Sufficiency Duty must take steps to secure, as far as reasonably practicable, sufficient accommodation within its areas to meet the needs of children they are looking after. The proposed decision directly relates to this duty by aiming to provide additional placements in residential children's homes with new emerging models of care through a regional procurement.

### **Background**

The Department for Education (DfE) Project "Phase 2" is funded by the Department for Education as part of its "Improving Sufficiency Planning to Increase Stability and Permanence for Looked after Children" Programme and aims to develop a procurement approach and pack for new and innovative provision for looked after children with a particular focus on the following key elements:

- Flexible, creative provision designed to meet the needs of complex children, including options to 'step across' various forms of provision (e.g. residential to fostering)
- Keeping children local, as close to their home address as possible
- Working with providers who already offer both residential and fostering services and with small providers, developing joined up partnerships, enabling movement between each as appropriate to need
- Exploring options for considering lifetime costs for placements, the potential to invest in more intensive early interventions, with a view to improving outcomes and potentially reducing longer term costs
- Including measures of progress for children placed based on assessment at the point of placement (regularly reviewed up until placement end using an evidence-based assessment tool)
- The model will be developed collaboratively between local authorities and providers, finding innovative and creative ways to procure, drawing on relationship commissioning models. It will focus on the competitive advantage to be leveraged by working together, developing better ways to support children and young people.

The scope of the project covers the following:

- Three local authorities (one dropped out in late Spring 2021) and two provider associations in the South East region, who will contribute to the detailed project work and the production of the framework. The three local authorities are Kent, Portsmouth and West Sussex
- Children and young people who are looked after and who have complex needs (and possibly those on the edge of care - as defined by Phase 1 of the project)

- The remaining 15 authorities in the South East (within the SESLIP region) who have an interest in the outcome of the project and who may use the model in the future
- Any provider who may respond to the market consultation process

Kent County Council agreed with the other two local authorities in the profile of children and young people it is most difficult to place and have one or more of the following capabilities:

- Aged between 10 and 16, although needs to include some flexibility
- 70:30 male: female
- Have often experienced exploitation, usually criminal, sometimes sexual
- Have long histories of neglect and exposure to domestic abuse and other forms of childhood trauma
- Sometimes will need to be placed in an emergency

Kent County Council spot purchases residential care and issues an Individual Placement Agreement which details the terms and conditions of the placement along with the Placement Plan for the child.

Within the Kent boundary, there are of 75 residential children's homes with a total of 336 beds. Kent has 42 children placed in Kent (excluding those under the Disabled Children's Teams) as at 30 September 2021. The placements in Kent against the overall capacity shows that KCC occupies 12%. This does not allow KCC to have any leverage within the market and as a result relies on local relationships between the homes and the Total Placement Service. There are a further 33 children (excluding those under the Disabled Children's Teams) placed in residential children's homes outside of Kent.

### Options

1. Do Nothing – continue to spot purchase placements in residential children's homes in a market led system
2. Engage in a framework alone without partners – Commissioners developed an approach and in talking to residential providers through a forum saw costs increase.
3. Engage in a regional procurement with partners – utilising the expertise of the South East Sector Led Improvement Programme (SESLIP) and the combined buying power with other local authorities, **this is the recommended option** to be able to re-set a relationship with providers wanting to engage and innovate positively

### Financial Implications

Residential care for children is currently costing Kent County Council on average £4,557 per week (accommodation only).

It is expected that by procuring a service that differs from the standard offer of residential care would benefit from the partnership across the local authorities.

The project team acknowledges, following the market engagement, that it could take up to 18 months for a new provision to be ready for operation under the new contract terms, although we would be seeking quicker opportunities. With the amount of registered standard children's home provision in the Kent boundary, providers might want to re-purpose their provision in order to meet the Kent need.

The revenue budget for residential care is reported within the "Looked After Children – Care and Support" key service line. The 2021-22 Financial Monitoring position reported to Cabinet in September, reported a small overspend of £0.2m excluding additional costs of associated with COVID. However, over the past three years the overall budget for the placement of Looked After Children has grown by £9m (16%) whilst the number of children looked after has not changed significantly. The increase in cost has arisen from the higher dependency on more expensive placements such as residential care where the total cost in residential care has increased by £7m over the same period, demonstrating the need to explore alternative options.

The project is expected to be delivered within the existing resources of the Local Authority including use of expertise across the Directorate, Commissioning and Finance services. There are no extra project costs expected. The commissioning of a block contract is expected to be funded within the existing budget for residential care subject to annual inflationary increases as set out in the contract, which have traditionally been funded by additional investment made available through the Medium-Term Financial Planning process.

As this is a proof of concept project, delivered in conjunction with the DFE, it is difficult to fully set out the financial implications. It is unclear how the market will react to a block contract however, we are anticipating the average cost of a bed will be more economical than if purchased individually due to the certainty this arrangement will bring to providers. This will need to be offset against any risks of voids (as set out in the risk section below). Therefore, the project will aim at a very minimum to ensure the average cost of bed under this arrangement is not higher than is purchased through the current spot purchasing arrangement, with an aspiration of potential savings up to 10% if a more competitive rate can be achieved. A clearer position will be known following the procurement from all three Local Authorities.

Based on an expected 15 beds within 24 months and utilising the current average cost, as a maximum this would commit £3.564m per annum. If the contract was for 10 years, as SESLIP are recommending, this would be £30,564m.

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

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

Cabinet Member for Integrated Children's Services

<p><b>Date:</b> Not before November 2021</p> <p><b>Reason if Key Decision</b> An equality impact assessment has been undertaken and no issues have been identified at this stage. The Equality impact assessment shall be kept under constant review as this project continues.</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><b>The report will be presented to the</b> Children, Young People and Education Cabinet Committee 16 November 2021.</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 information on the Financial Implications is too long to include here. However, it is set out in full as part of the 'Description'.</p> <p><b>Support documents</b> PROD Report</p>

<p><b>Responsible Cabinet Member - Cabinet Member for Integrated Children's Services</b></p> <p><b>Reference No:</b> Appropriate Adults Service for young people aged 10 - 17 years detained at Police Custody Suites who require support. There is a statutory obligation for young people to have access to an AA regardless of the time of day and currently, this is not being fulfilled. Advocacy for Children in Care and for Care Leavers aged 16 – 24. Children assessed as being in need, or need safe plans to be made for them, and those subject to a child protection plan under the Children Act 1989. Independent Visitor service for Children in Care aged 8 – 18 years - Children Act 1989. Accompanying Adults Service for the purpose of age assessment interviews for unaccompanied asylum-seeking children - Children Act 1989.</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>

## 21/00093 - Representation, Rights and Advocacy (RRA) Services - procurement of a new service

### The Decision needed:

**Proposed Decision:** To commission a service that offers Representation, Rights and Advocacy (RRA) services provision across the county

### Background:

- Kent County Council (KCC) has a comprehensive Representation, Rights and Advocacy (RRA) Service delivered by The Young Lives Foundation.
- The contract commenced on the 1 April 2015 was for a period of three years. The contract had an annual value of £250,300. The original contract had no capacity to be extended and a Single Source Justification was entered into and will end 31 March 2022.
- In 2020/2021, an additional service to the Independent Visitor element was included as a Leaving Care Mentoring Service at £8,500.
- The contract performed well and performance targets were consistently met by the provider.
- The Local Authority has a Statutory obligation to provide the elements included in this service.

### Options and Risks

Option	Advantages	Risks
<b>1. Do nothing: The contract ends and KCC do not meet their statutory obligations.</b>	<ul style="list-style-type: none"> <li>• Annual saving of £258,800</li> </ul>	<ul style="list-style-type: none"> <li>• KCC fail in their statutory obligations.</li> <li>• In order to meet the statutory obligations, for example the requirement to provide an Appropriate Adult, frontline KCC staff would need to attend police custody suites.</li> <li>• Young people who use these services will be left without support at a time when they are at their most vulnerable.</li> </ul>
<b>2. Create a new service In-House: KCC to deliver countywide via new Team.</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• The nature of this service has to be delivered by a third party and therefore cannot be delivered in-house</li> </ul>
<b>3. Externally commission a</b>	<ul style="list-style-type: none"> <li>• Ability to work with partners to develop a</li> </ul>	<ul style="list-style-type: none"> <li>• A procurement process will be required.</li> </ul>

<p><b>new service as a single contract with five lots.</b></p>	<p>new provision</p> <ul style="list-style-type: none"> <li>• The use of volunteers has been instrumental to the delivery of this service. Providers are skilled in managing a volunteer workforce that also works to reduce some costings</li> <li>• Robust contract management will be in place to monitor performance.</li> <li>• Potentially enable a consortium approach from providers to best match skill set with need</li> </ul>	<ul style="list-style-type: none"> <li>• Longer timescale for implementation.</li> <li>• TUPE implications</li> <li>• Potential gap in service provision as a new service mobilises</li> <li>• Prevents providers only applying for those elements (Lots) which are core business.</li> </ul>
<p><b>4. Externally commission five separate services</b></p>	<ul style="list-style-type: none"> <li>• Would enable smaller providers to bid for a specific area that they would consider 'core business'</li> </ul>	<ul style="list-style-type: none"> <li>• Very small individual services that may not be attractive to tender for from the market</li> <li>• Risks having no bidders for any one of the 'lots'</li> <li>• Disproportionate contract management costs for both the provider and Local Authority.</li> <li>• A potential for five different providers to be in place which may create a disjoin between service provision.</li> <li>• Protracted procurement exercise for little gain.</li> </ul>

Based on the options appraisal Option 3 Externally commission a new service as a single contract with five lots is the recommended option

**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 November 2021

**Reason if Key Decision**

An Equality Impact Assessment (EqIA) screening has been completed and has concluded that the proposed decision does not present any adverse equality impact.

**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><b>The report will be presented to the Children, Young People and Education Cabinet Committee 16 November 2021</b></p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b></p> <p>This service will be funded from within the existing revenue KCC base budget reported against Integrated Childrens Services in the Budget Book. The funding available is £258,800 per annum which totals £1,294,000 for a three-year contract with the option to extend for a further two years. Commissioners will work with Adult Social Care colleagues and Kent Police to access additional funding to underpin the service and consider the age demographic and a requirement for a 24/7 provision. Due to the size and nature of this contract there are no anticipated savings</p> <p><b>Support documents</b> PROD Report</p>

<p><b>Responsible Cabinet Member</b> - Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</p> <p><b>Reference No:</b> KCC will be required to enter into one or a number of legal contracts that will be executed under seal (where £1m or greater in value) or signed by all parties (where under £1m in value). External legal advisors have been appointed who will advise on legal implications and contract drafting including any TUPE implications in relation to the change in the service delivery model.</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>21/00068 - Implementing a new Facilities Management Model</b></p> <p><b>The Decision needed:</b> <b>Proposed decision:</b></p> <ol style="list-style-type: none"> <li>1. The Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services to agree to the adoption and implementation of a new Facilities Management Model, with one Hard FM services contract and</li> </ol>

series of Soft Services Contracts.

2. To delegate authority to the Director of Infrastructure, in consultation with the Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services, to finalise, agree, award and enter into contracts following the procurement process to deliver the new Facilities Management (FM) Model.

## **Background**

The current Total Facilities Management (TFM) contracts with Skanska (West and East Kent) and Amey (Mid Kent) expire in October 2022. The contracts have been in place since October 2014 and have been extended by an additional one year from the initial term of seven years (five years with a two-year extension), to give a total term of eight years.

## **Options**

KCC needs to procure these services to ensure that the Council can continue to safely occupy its buildings after October 2022. Other delivery options have been considered which include:

- Continuing with a TFM model split by geographic area.
- Different combinations of disaggregated contracts.
- Insourcing the provision.

These options have been explored and discussed in detail at the Policy and Resources Cabinet Committee, who endorsed the procurement of the proposed option to appoint a Hard Facilities Services provider and a series of Soft Services Facilities Management Providers.

The proposed decision will support the objectives of “Setting the Course – the Authority’s Interim Strategic Plan” from December 2020. It will do this by ensuring that the facilities management service:

- Supports services who provide accommodation for vulnerable children and adults.
- Maximises the opportunities for local businesses to provide services to Kent County Council by use of evaluation criteria that include social value.
- Provides a suitable working environment for staff delivering front line services to enable them to focus on delivering services to the residents of Kent.

The new facilities management model will include the following contracts:

- Hard Services - one countywide provider for maintenance and helpdesk services for schools and corporate estate (all property across the Council is held as part of the Corporate Landlord).
- Catering - one countywide provider for catering, hospitality, water coolers and vending for corporate estate and two countywide providers

for catering for schools.

- Security - one or more countywide provider(s) for manned guarding, key holdings, patrols and vacant sites.
- Cleaning and Feminine Hygiene - one countywide provider for schools and corporate estate.
- Waste - one countywide provider for corporate estate and schools.
- Pest Control - one countywide provider for corporate landlord.
- Soft Landscaping - one countywide provider for Corporate Landlord.

The new contracts will start in November 2022, to align with the commencement of the Hard FM Services Contract. The procurement programmes will vary dependent upon the procurement route. The mobilisation periods are dependent on the complexity of the service but will generally start between May and August 2022.

### **Financial Implications**

Benchmarking and soft market testing have been carried out as part of the re-procurement process. This external assessment has highlighted that the current TFM contracts benchmarked well below market average costs.

It should be noted that the soft market testing for the estate as it currently stands, has indicated that tender costs are likely to be in excess of the current level of spending and therefore there will be a requirement for management actions to contain the costs, such as reducing the specification and/or the number of properties within the estate.

There is a recognition that KCC's requirements are likely to change as a result of the COVID-19 pandemic and the consequential estate requirements could potentially, partially mitigate any change in costs. The new contracts are structured so that they can better reflect changes in occupation over time giving greater agility and flexibility.

Current spend via the Total Facilities Management services are circ. £16m per annum revenue and an average of £2.5m per annum capital. This spend will be disaggregated as the new service model is put into place and redistributed between the client function and the hard and soft contracts. The cost of the change in service provision has been included in the Medium-Term Financial Plan.

## **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 November 2021

<p><b>Reason if Key Decision</b>          Equalities Impact Assessment (EqIA) has been drafted and will be updated throughout the procurement process. No issues have been identified at this stage for EqIA, but this will be reviewed as the project continues.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>A report providing an update on progress has been presented at various Policy and Resources Cabinet Committee meetings since March 2020 and will continue until the contract award dates. The Key Decision is anticipated in December 2021.</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 information on the Financial Implications is too long to include here. However, it is set out in full as part of the 'Description'.</p> <p><b>Support documents</b></p>

**NOT BEFORE 16 NOVEMBER 2021**

<p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> KCC as the employer must administer these changes enacted by the DfE</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>21/00092 - Queen's Platinum Jubilee and the School Year 2021/22</b></p> <p><b>The Decision needed:</b>  <b>Proposed decision:</b> The Cabinet Member for Education and Skills is asked to End the Summer term a day early so that term finishes on Thursday 21 July 2022 instead of Friday 22 July 2022.</p>

In England, local authority-maintained schools operating according to the School Teachers' Pay and Conditions Document (STPCD) must open for 195 days.

Of these, a maximum of 190 days involve teaching children and young people. The remaining five days are non-teaching days when teachers may be asked to undertake other duties related to their role as a teacher. These are often known as in-service training (INSET) days.

The school term dates for Kent community, voluntary-controlled, community special or maintained nursery schools are determined by KCC and the local authority is the employer.

For the academic year 2021/22, in acknowledgement of the additional Bank Holiday for the Queen's Platinum Jubilee, the DfE has agreed the following position to assist schools and local authorities in their planning:

'The Spring Bank Holiday in 2022 will be moved to Thursday 2 June and an additional bank holiday on Friday 3 June will see a four-day weekend to celebrate Her Majesty the Queen's Platinum Jubilee.

'Many schools will already be on their half-term breaks in the week commencing 31 May, but where the additional bank holiday falls in term time, schools and local authorities (LAs) should observe the bank holidays on 2/3 June and may therefore need to prepare and make any amendments to their published term dates for the academic year 2021/22.

'We [the DfE] have laid regulations to reduce the minimum number of sessions schools are required to meet in the academic year 2021/2022 and enable everyone to celebrate the Platinum Jubilee of Her Majesty the Queen on 3 June 2022.

'The Department will review the necessary legislation and, as far as the STPCD is concerned, make an amendment for the September 21 version that reduces the number of days that teachers need to be available to work from 190 (+5 INSET days) to 189 (+5 INSET days) and will also reduce the number of directed hours by 6.5. The total school year will therefore be 194 days.'

In essence, teachers will teach one less day for the academic year 2021/22, down from 195 to 194 (including INSET days), or down from 190 to 189 (excluding INSET days) across 1,258.5 hours as opposed to 1,265 hours of directed time. An extra day of holiday will therefore need to be allocated by KCC as the employer.

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

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

Cabinet Member for Education and Skills

**Date:**

<p>Not before November 2021</p> <p><b>Reason if Key Decision</b> A full EqlA has been completed and presented to the Cabinet Member and CYPE Cabinet Committee as part of the democratic process.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed decision will be considered by the Children’s, Young People and Education Cabinet Committee on 16 November 2021 and the outcome of that discussion included in the decision paperwork.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> There are no direct cost implications arising from the decision on the school calendar. However, there may be a small reduction in school transport costs as term is ending a day earlier.</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Adult Social Care and Public Health</p> <p><b>Reference No:</b> The implementation of the Strategy will be in line with Kent County Council’s adult social care responsibilities, set out in relevant legislation such as the Care Act 2014, Mental Capacity Act 2005 and the Mental Health Act 1983.</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>21/00091 - Making a Difference Every Day: Our Strategy for Adult Social Care in Kent, 2022 - 2027</b></p> <p><b>The Decision needed:</b> <b>Proposed decision:</b> To adopt the Making a Difference Every Day Our Strategy for Adult Social Care in Kent 2022 to 2027; delegate authority to the Corporate Director Adult Social Care and Health to refresh and/or</p>

make revisions as appropriate during the lifetime of the strategy and delegate authority to the Corporate Director Adult Social Care and Health to take relevant actions, including but not limited to finalising the terms of and entering into required contract or other legal agreements, as necessary to implement the objectives of the Strategy.

**Reason for the decision:** The existing Strategy comes to an end in December 2021 and it is recognised that there is a need to set a new strategic direction for Adult Social Care which better responds to the changing expectations of the people we support and the operating environment. This Strategy sets out the vision and ambitions for how adult social care plans to make changes, working with the people we support, their carers and our partners to develop our new Strategy as the bedrock for turning these ambitions into reality. Our person-focused vision and Strategy summarises how we plan to make changes over the coming years to put the person first, improve all the time and measure what matters.

Therefore, it is important to set a renewed strategic direction for Adult Social Care, so that staff can understand the value and reasons for continuous improvement in Kent, based on the lasting principles of Practice, Innovation and Meaningful Measures. The Strategy will help adult social care to move away from a process-driven approach to being a more personal and accessible 'new ways of working model' for the people we support, and by improving their experience of adult social care and the wider system and will provide the right environment for many people within the directorate with fantastic ideas, and the opportunity to put them into practice.

It will also help us to demonstrate our renewed commitment to addressing equality, diversity and inclusion issues in both our practice and in decision making.

## **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 November 2021

### **Reason if Key Decision**

As part of the planning process for the Strategy development work, an initial equalities impact assessment was developed. This has been updated to reflect comments made during the engagement events and will be updated following the consultation exercise. A final version will be drafted to support the proposed decision.

Data Protection implications: The development of the Strategy does not require a Data Protection Impact Assessment to be completed.

<b>Reason if this decision has been delayed/withdrawn from a previous plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>The proposed decision will be discussed by the Adult Social Care Cabinet Committee on 1 December 2021. The outcome of this discussion will be included in the decision paperwork which the Cabinet Member will be asked to sign.</p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b></p> <p>The implementation of the new Strategy will be taken forward based on the budget allocation to the Adult Social Care and Health Directorate. Service delivery arising from this Strategy for future years will be determined by the approved budget and the Medium Term and Financial Plan (MTFP) requirements.</p> <p><b>Support documents</b></p>

**NOT BEFORE 12 NOVEMBER 2021**

<b>Responsible Cabinet Member - Cabinet Member for Environment</b>
<p><b>Reference No:</b> The County Council has a statutory responsibility to review its Local Plan every 5 years and to prepare revised policy and guidance as necessary in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012. Failure to have an up to date Plan risks the Secretary of State appointing others to undertake the Council's plan making function.</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>21/00089 - Kent Minerals and Waste Local Plan 2013-30: 2021 Review - Public Consultation</b></p> <p><b>The Decision needed:</b>  <b>Proposed decision</b></p>

Following a review of the 2016 Kent Minerals and Waste Local Plan, to approve and publish for public consultation (Regulation 18) proposed changes to the Kent Mineral and Waste Local Plan 2013-30 (the 2021 Review).

### **Background**

The County Council has a statutory responsibility to plan for future minerals supply and waste management within Kent as set out in the National Planning Policy Framework 2021 (NPPF) and the National Planning Policy for Waste 2014 (NPPW). This responsibility is realised through the preparation of a Local Plan, in line with the Town and Country Planning (Local Planning) (England) Regulations 2012 (The Regulations).

The Kent Minerals and Waste Local Plan 2013-30 (KMWLP) was adopted by Full Council in July 2016 and subject to an early partial review of a limited number of policies in 2020 represents the planning policy framework for minerals and waste development in Kent. The KMWLP contains a number of policies relating to strategic planning for minerals supply and waste management capacity, as well as Development Management policies against which planning applications for these types of development should be assessed. The Plan also includes a number of policies related to the safeguarding of mineral resources and waste management facilities.

The Regulations require Local Planning Authorities to review their Local Plans every 5 years. This is to ensure that the policies remain relevant, conform to national policy and guidance and satisfactorily address the needs of the local community. Policies must be both legally compliant and sound, and in order to be considered sound they should meet the tests of being positively prepared, justified, effective and compliant with national policy. The Plan was partially reviewed in 2020 in the KMWLP Early Partial Review 2020.

In accordance with plan making requirements set out in the Regulations, the Council has undertaken a 5 year review of the 2016 adopted KMWLP and identified a number of policies as outdated or no longer meeting the tests of soundness. This assessment is set out in detail in the Review of the Kent Minerals & Waste Local Plan 2021. The identified changes needed to the 2016 Kent Mineral and Waste Local Plan form the basis for the next plan making cycle.

Revisions are proposed to the Local Plan to principally reflect changes in national policy and guidance since 2016. These include amongst others changes to the National Planning Policy Framework, government policy and guidance on the achievement of a circular economy and those concerned with climate change and protection and enhancement of the natural environment. Revised draft policy and supporting text has been prepared. To satisfy the requirements of the Plan Making Regulations, consultation is now required on the proposed revisions to the adopted Plan so as to inform and influence future local plan work and the version that the Council will ultimately submit for examination to the Planning Inspectorate.

<p><b>How the proposed decision meets the objectives of ‘Setting the Course’: Kent County Council’s Interim Strategic Statement (December 2020)</b></p> <p>The Kent Minerals and Waste Local Plan delivers the Council’s adopted Mineral and Waste planning strategy and policies and is important in the determination of planning applications in Kent. A local plan is in accordance with national planning policy and guidance and provides a local perspective. It supports the County Council’s corporate policies contained within the Council’s Setting the Course – Kent County Council’s Interim Strategic Plan 2020, which sets the Council’s priorities until 2022.</p> <p>Kent’s mineral and waste planning policies support and facilitate sustainable growth in Kent’s economy. In addition, they support the protection and creation of a high-quality environment, with accessible local services that reflect the needs of the community. The proposed revised policy will reflect recent changes to the environmental agenda including mitigation and adaptation to climate change and Kent’s Climate Change Statement and measures to support covid recovery.</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 Environment</p> <p><b>Date:</b> Not before November 2021</p> <p><b>Reason if Key Decision</b> An Equalities Impact Assessment (EqIA) will be undertaken as part of the proposed changes to the adopted Local Plan. No equalities implications are anticipated to arise from the review work</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><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 costs of preparing a review of the 2016 Kent Minerals and Waste Local Plan will need to be met from existing KCC budgets.</p> <p>There is a risk and likelihood that any changes proposed to the Local Plan will attract objection in response to the public consultation. These will be considered as part of the plan making process and where appropriate defended via the planning examination.</p>

## Support documents

**NOT BEFORE 21 OCTOBER 2021**

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

**Reference No:** Whilst there is no statutory requirement to provide Open Access youth work, Kent County Council has maintained a strong commitment to an offer which has always included VCS organisations as part of delivery. The Open Access offer in Kent contributes to young peoples' learning and development, working to give a sense of place and purpose and to reach their full potential. The two Children's Centres form part of the totality of offer available to Children and Parents. By not having the two commissioned centres in place we would not be removing the children centre offer but would be detrimentally impacting two communities that are amongst the most deprived in the county. Action by way of Direct Award means awarding contracts without competition which is not compliant with Spending the Council's Money or the Public Contract Regulations 2015.

**Key** Yes

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

**Title:**

**21/00086 - Commissioned Open Access Provision for Youth Services and Children's Centres**

**The Decision needed:**

**Proposed Decision**

To directly award contracts to all existing commissioned Open Access provision (Youth Services, seven providers, for 16 months and Children's Centres, two providers, for 12 months) on the same terms and conditions and values as the current contracts. Taking both 'lots' to April 2023.

**Background**

- This proposal is to seek authorisation for contracts to be awarded directly to the existing commissioned Open Access providers (Youth Services and Children's Centres). Current contracts for the youth provision, expire on 30 November 2021 and for the two commissioned Children's Centres on 31 March 2022.
- The Direct Award is required for reasons of extreme urgency (reg. 32(2)(c)).
- The Direct Award will be for a period of 16 months for the Youth

provision and 12 months for the Children's Centre contracts to bring them both in line to the end of the 2022/2023 financial year.

- Following the Council's approach of the response and recovery to Covid-19, the Strategic Reset Programme identified workstreams that will look at how the Council can reset its priorities resiliently. The impact of this has provided delays in the development of a procurement process to align with the ending of these contracts.

### Options

1. **Do Nothing:** Allow the contracts to lapse. KCC funded Open Access Offer, particularly in rural localities, will be greatly reduced and in the case of the two commissioned Children's Centres (Millmead, Thanet and Seashells, Swale) fully removed.
2. **Allow contracts to lapse and if applicable TUPE across staff from incumbent providers whilst awaiting the results of Strategic Reset Programme:** This option may impact on the ability of the current providers to continue as businesses as well as significantly increase the headcount of KCC Open Access staff. The flexibility afforded to the organisations to respond rapidly to local need will also be removed. Also, some young people only engage in this provision because they do not recognise it as being part of KCC, there is a risk that we may lose some of our harder to reach cohort if they feel they are now engaging with the Local Authority rather than a local provider.
3. **Externally procure a new service:** Since the award of these contracts in 2016 there have been no new entrants to the market that could provide a district wide provision with no mobilisation time. This would result in a gap in provision at the very time when young people who have already experienced a reduction in opportunities due to Covid-19 need it most. As a result of the pandemic, the Council has established a Strategic Reset Programme which is reviewing, amongst other things, the use of the Council's estate. The progress of this has been delayed due to priorities re-opening buildings after the Covid-19 restrictions were lifted. Work is due to re-start over the coming months to review whether these services meet the needs of service users. The outcome of this review will be pivotal to the development of specifications and service design for any new procurement. If Commissioners were to commence a procurement in advance of this review, contracts would potentially need to be changed or ended to minimise any duplication and maximise value for money.
4. **Directly award contracts (due to reasons of extreme urgency (reg. 32(2)(c)) for a period of 16 months to the seven providers of Youth Services and 12 months to the two providers of commissioned Children's Centres to bring both in line to the end of the March 2023.** In the Council's approach to the response and recovery of Covid-19, the Strategic Reset Programme has identified workstreams that will look at how the Council can reset its priorities resiliently. The impact of this has provided delays in the development of a procurement process to align with the ending of these contracts. It is proposed that a full commissioning plan will be developed before the end of the proposed

Direct Award contracts that will consider the implementation of recommendations of the workstreams and the understanding of the long-term effects of Covid-19 on the local communities they serve.

Only on completion of the reviews can a balanced and informed commissioning plan be developed that does not risk adversely impacting the deprived communities served. This plan will need to consider the long term added value that providers will continue to deliver and how this can be quantified moving forward to evidence the continuing viability of the services being commissioned to the external market.

To meet the end of the review, all services will need to be “extended” by way of directly awarding a 16-month contract with the seven incumbent youth providers and a 12-month contract with the two incumbent children’s centre providers under Direct Award, with the terms and conditions, contract values etc being unchanged.

### **Risks**

- Options 1 and 3 pose the highest risks, in that to do nothing or to create a gap in provision whilst awaiting the results of a procurement, will leave the Children, Families and Young People of Kent without suitable provision. The Covid-19 outbreak has highlighted and created both economic and health consequences, the full implications of which are still far from known. Any gap in provision will only act to further exacerbate this for our most vulnerable service users.
- Option 2 has some merits, although many of the providers will face an uncertain future, putting at risk the additional social value projects (such as food banks, employment of apprentices, wider SEND support, social action projects and racism education and awareness projects, to name a few)

## **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 October 2021

### **Reason if Key Decision**

An Equality Impact Assessment (EqIA) screening has been completed and has concluded that the proposed option does not present any adverse equality impact.

### **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>Decision time-frame does not allow for Cabinet Committee consideration. Non-Executive Members to be engaged prior to decision.</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> This action looks to continue the funding of services at the same level for 16 months for Youth Services and 12 months for Children’s Centre to the end of March 2023. There is an option in the contracts to terminate with a three-month notice period, should that be required. The existing contracts are fully funded within the current revenue budget for the Youth Services and Children Centres key service lines. The Children Centre budget is funded from a combination of the KCC base budget and public health grant. The Youth Services budget is funded from both the KCC base budget and Dedicated Schools Grant. The value of the contracts will remain unchanged for the period of the extension, there are no further financial implications from this proposal.</p> <p><b>Support documents</b></p>

**NOT BEFORE 15 OCTOBER 2021**

<p><b>Responsible Cabinet Member</b> - Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</p> <p><b>Reference No:</b> The conditional contract will be legally binding and will commit KCC to the eventual sale of the land subject to the granting of a qualifying planning consent within the terms of the contract.</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>21/00084 - Disposal of land at Bensted House, Kiln Court, Osbourne Court &amp; Former SEC, Faversham ME13 7NY.</b></p> <p><b>The Decision needed:</b> <b>Decision</b> –to agree to the disposal of the sites and delegate authority to:</p> <ol style="list-style-type: none"> <li>1. The <b>Director of Infrastructure</b> in consultation with the <b>Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</b>, to finalise the contractual terms of the disposal.</li> <li>2. The <b>Director of Infrastructure</b> to authorise the execution of</li> </ol>

necessary contractual and land agreements required to implement the above.

### **Reason for the decision**

Proposed property disposal in line with the Council's s.123 best consideration obligations and over £1million which requires a key decision.

### **Background**

KCC is to dispose of the combined sites at Bensted House, Kiln Court, Osbourne Court and Former Social Enterprise Centre, Lower Road, Faversham, ME13 7NY (approximately 7 acres, split in half by Lower Road). Facilities operating from the site closed in 2016/17, and the sites were subsequently declared surplus to operational requirements and suitable for disposal.

Comprehensive marketing has been undertaken following which bids have been received, and a preferred bidder is recommended to take forward the development.

The Kiln Court site was registered as an Asset of Community Value under the Localism Act 2011. All necessary notices have been served to the relevant authority relating to Kent County Council's intention to dispose of the site, all relevant moratorium periods have elapsed.

A decision is now sought to finalise the terms of the disposal and authorise disposal of the site.

### **Options**

The sites have been declared surplus by Kent County Council as such there are no operational requirements for them.

Kent County Council has an overarching duty under Section 123 of the Local Government Act 1972 to secure not less than best consideration in respect of property disposals.

KCC appointed planning consultants to design a residential development in compliance with the local authority's current planning and affordable housing requirements to inform prospective bids.

The sites have been openly marketed by a Kent based agent who advertised nationally in Estates Gazette. Conditional bids have been received.

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

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

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

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

<p>Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</p> <p><b>Date:</b> Not before October 2021</p> <p><b>Reason if Key Decision</b> N/A</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The issue was discussed by the Policy and Resources Cabinet Committee on 22<sup>nd</sup> September 2021 and the proposed decision, with the addition of wording ‘to seek the most advantageous terms to the County Council which it is able to secure’, was endorsed.</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 sale of the property will result in a capital receipt for KCC which will be used to support the Council’s Capital Programme.</p> <p>Development costs are minimised due to the structuring of a conditional contract with further consultant fees being initially borne by the developer.</p> <p>The holding costs associated with the properties will cease once the property transaction has completed.</p> <p><b>Support documents</b> 2100084 PROD Disposal Bensted House.Kiln Crt. Osbourne Crt. Former SEC. Faversham 2100084 UNRESTR Dec Rep to Cab Mem. 21-00084 Disposal Bensted House.Kiln Crt. Osbourne Crt. Former SEC 2100084 UNRESTR Appendix 1 site plan. Dec Report to Cab Mem. Disposal Bensted House.Kiln Crt. Osbourne Crt. Former SEC 2100084 EXEMPT Appendix 2. Dec Rep to Cab Mem. Disposal Bensted House.Kiln Crt. Osbourne Crt. Former SEC (1)</p>

**NOT BEFORE 8 OCTOBER 2021**

<p><b>Responsible Cabinet Member - Cabinet Member for Community and Regulatory Services</b></p>
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**Reference No:**

**Key** Yes

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

**Title:**

**21/00079 - Contracts for Post Mortem Facilities for the Mid Kent & Medway, North East Kent and Central & South East Kent coroner areas**

**The Decision needed:**

Proposed Decision

To award 12 month extensions to the contracts for the provision of post mortem (PM) facilities to East Kent Hospitals NHS Trust and Medway NHS Trust.

Further Information

The Coroners and Justice Act 2009 places a duty on Coroners to investigate deaths that are referred to them if they have reason to think that:

- The death was violent or unnatural;
- The cause of death is unknown; or
- The deceased died while in prison, police custody or another form of state detention eg where a Deprivation of Liberty Safeguard Order (DoLS) is in place

In some cases the Coroner will order a PM to establish the cause of death and in such cases the deceased is taken to one of 5 NHS mortuaries across Kent and Medway located at Margate, Ashford, Dartford, Tunbridge Wells and Gillingham.

On behalf of the Senior Coroner, KCC ensures there is adequate storage capacity for Coroner's bodies and that the Coroner has access to PM facilities. KCC does not have its own public mortuary facility and so like many other coroner areas across England and Wales it has no choice but to use local NHS hospitals which have the necessary facilities for this purpose; there are no private sector providers of PM facilities anywhere in England and Wales.

The contracts with these two NHS Trusts expire on the 30<sup>th</sup> September 2021 and it is necessary to put in place contract extensions to secure this critical service until such time as the proposed Digital Autopsy facility at Aylesford opens for business, currently estimated for July 2022. Discussions have been held with each of the Trusts and whilst they are happy to extend the contracts they have insisted this must be for 12 months to guarantee that all their fixed and variable costs are met, which is an understandable approach. It has therefore been agreed that the contracts will be extended from 1 October 2021 to 30 September 2022 and if need be, can be terminated early by KCC serving six months notice.

Financial Implications

The contract with East Kent NHS Trust is a fixed fee regardless of activity levels and

is paid in 12 equal installments. At the point where the DA facility opens, all deceased that would normally have undergone an invasive PM will be scanned, so dependent on if and when notice is served to end the contract extension, KCC could potentially be liable for both DA scanning charges and the monthly charge for PM's even though no PM's will be taking place in the East Kent area. To mitigate this scenario, the move over to DA will be phased with deaths in the East Kent area not being scanned until the contract extension comes to an end. Based on 2020 activity levels the estimated cost of the East Kent contract extension is within the budgeted revenue cost for 2021-22.

The contract with Medway NHS Trust is based on a cost per PM, so if there are no PM's, there are no costs to KCC. This means that at the point where the DA facility opens, KCC will only have to meet the scan charge. Based on 2020 activity levels the estimated costs of the Medway contract extension is within the budgeted revenue cost for 2021-22.

## **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 October 2021

### **Reason if Key Decision**

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

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

<b>Consultees</b>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<b>Your name, Your Service, Your phone number and email address:</b>
<b>Support documents</b>

<p><b>Responsible Cabinet Member - Cabinet Member for Integrated Children's Services</b></p> <p><b>Reference No:</b> Activities and services undertaken are covered under the Children and Families Act 2014, and the new provision will be fully compliant with Statutory Duties included within this legislation. This procurement makes the previous activity of spot purchasing compliant with the Public Contract Regulations (2015) and Spending the Council's Money.</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>21/00076 - Provision of Community Support Services for Disabled Children and Young People - Outcome of Procurement Process</b></p> <p><b>The Decision needed:</b> Proposed decision –</p> <p>Contracts to be awarded to successful providers for the provision of Community Support Services (Care and Support in the Home) for Disabled Children and Young People following a recent procurement exercise linked to the Adults Care and Support in the Home contract.</p> <p>Delegate decisions on the implementation to the Corporate Director of Children, Young People and Education, or other Officer, in consultation with the Corporate Director of Adult Social Care and Health as appropriate.</p> <p>Further information –</p>

<p>Decision 20/00102 - Community Support Services for Disabled Children &amp; Young People was taken on 19 March 2020 and allowed officers to follow a competitive procurement process for children's community support services within the Adults 'Care and Support in the Home' contract.</p> <p>Following the competitive procurement process a further decision is required to award the contracts to the successful providers.</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 Integrated Children's Services</p> <p><b>Date:</b> Not before October 2021</p> <p><b>Reason if Key Decision</b> An Equality Impact Assessment scoping has been undertaken as part of the Care and Support in the Home contract provision last year. Preliminary scoping has confirmed that this is adequate for Children's activity.</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><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> Each year, approximately £1.3m of Children's Community Support Services is commissioned, the actual spend is normally less as actual services provided can vary depending on circumstances. This is fully funded through the KCC revenue base budget and reported within the within key service line Children in Need (disability) – Care and Support in the budget book. The contract for new provision (Care and Support in the Home) is due to expire on 31 March 2024, with potential for extension for a further 36 months. Over the life of the contact, the total financial implication of this decision is therefore circa £3.9m followed by a potential further circa £3.9m should extensions be put in place. This is subject to budget setting decisions and fluctuations in need. The contract has been designed to reduce the dependence of spot purchases</p> <p><b>Support documents</b></p>

NOT BEFORE 17 AUGUST 2021

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

**Reference No:** KIDAS contributes to the council's response to the Home Office's 'Call to End Violence Against Women and Girls' Strategy, with the main themes focussing on:

- prevention
- the provision of good quality services and
- improved partnership working

The Domestic Abuse Act received Royal Assent on 29 April 2021 Under the new statutory duties, KCC must ensure appropriate and adequate support within safe accommodation that meets the needs of all victims.

The Domestic Abuse Act received Royal Assent on 29 April 2021 Under the new statutory duties, KCC must ensure appropriate and adequate support within safe accommodation that meets the needs of all victims.

**Key** Yes

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

**Title:**

**21/00063 - Kent Integrated Domestic Abuse Service (KIDAS) contract extension**

**The Decision needed:**

**Proposed decision:**

To use the first of the two, two year options to extend the Kent Integrated Domestic Abuse (KIDAS) contract to 31 March 2024 and delegate authority to the Corporate Director of Adult Social Care and Health to use the second two year option, subject to market testing and good performance, to extend the KIDAS Contract to 31 March 2026, should it be required.

**Background:**

It has not been possible to bring this decision to an earlier Cabinet Committee due to the timing of the Domestic Abuse Act legislation and accompanying guidance. Whilst Domestic Abuse Act legislation received Royal Assent in April, the guidance about the new legal obligations was not published until mid-June and the government's consultation period on this guidance does not conclude until 27 July. It is this guidance that enables the council to judge whether the existing contractual arrangements are best placed to meet its newly acquired responsibilities.

With no cabinet committee date between June and September, taking the decision out of cycle gives members the most time to make any alternative recommendations, should they wish. A delay until the September committee would mean the decision could not be taken and implemented until the end of October which will leave members with little alternative but to extend.

The current term of the Kent Integrated Domestic Abuse Service (KIDAS) contract is due to expire on 31 March 2022. The contract has options to extend to 31 March 2026. The performance of the contract has been evaluated and found to be good. It is evidently delivering positive outcomes for victims of domestic abuse. The council has been allocated over £3m in new funding for 2021/22 in relation to the new statutory responsibilities under the Domestic Abuse Act.

With the guidance now published, the KIDAS contract is the ideal vehicle to use this money effectively and compliantly. It is recommended that the council exercise the option to extend the KIDAS contract contained within the contract. The first contract extension runs to 31 March 2024 at a value of £4,636,690.40. The second two-year extension available will be subsequently needed, subject to good performance and market testing. This will enable the council to respond to the future government plans for this agenda. This extension will run to 31 March 2026 and its value is £4,636,690.40.

**Reason for the decision:** The current term of the Kent Integrated Domestic Abuse Service (KIDAS) contract is due to expire on 31 March 2022. The performance of the Kent Integrated Domestic Abuse Service (KIDAS) contract has been evaluated and found to be good. The contract provides an ideal vehicle to mobilise the 2021/22 new funding allocation and effectively and compliantly to support the council in delivering its new statutory duties under the Domestic Abuse Act 2021. The contract has two options to extend. The first contract extension runs to 31 March 2024 at a value of £4,636,690.40.

The second two-year extension available will be subsequently needed, subject to good performance and market testing. This will enable the council to respond to the future government plans for this agenda. This extension will run to 31 March 2026 and its value is £4,636,690.40.

## **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 2021

### **Reason if Key Decision**

An EQIA was completed for the commissioning of the Kent Integrated Domestic Abuse Service and is being revised as part of the Needs

Assessment and Strategy work which will be published by 31 October 2021.

Data Protection implications: There are no anticipated data implications associated with these decisions, as there will not be a change to current services, or the data collected or shared, and therefore this will be covered under existing contract clauses.

**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 cannot reasonably be deferred until the next meeting of the Adult Social Care Cabinet Committee, however all members of the Adult Social Care Cabinet Committee will have an opportunity to comment on the proposed decision and these comments will be included in the record of decision. The decision will be reported retrospectively to the Adult Social Care Cabinet Committee on 29 September 2021.

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

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

The cost to extend the Kent Integrated Domestic Abuse Service (KIDAS), until 31 March 2024, is £4,636,690.40. The second extension to run to 31 March 2026 is valued at £4,636,690.40

**Support documents**

**NOT BEFORE 13 AUGUST 2021**

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

**Reference No:** KCC will be entering into a funding agreement with Ebbsfleet Development Corporation detailing the conditions of the grant funding.

No further legal implications 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:****21/00065 - Bath Street - Fastrack Infrastructure Scheme****The Decision needed:**

The Cabinet Member for Highways & Transport is asked to give approval to accept the capital grant from Ebbsfleet Development Company and to take the Bath Street scheme through the stages of development and delivery as indicated on the proposed decision sheet attached at Appendix A and specifically for:

- i. Approval for KCC to enter into a funding agreement with EDC subject to the approval of the Corporate Director of Finance, Corporate & Strategic Services
- ii. Approval to undertake the detailed design and surveys for the Bath Street Scheme.
- iii. Approval to progress all statutory approvals or consents required for the schemes, including any 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 and future maintenance of the scheme subject to a review of the procurement strategy by the Capital Officers Group;
- 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**

This fully funded scheme proposes to implement a key Fastrack link between the Northfleet Embankment East development and Gravesham Town Centre in the form of a contraflow bus lane in Bath Street.

The scheme is part of the overall Fastrack programme, which comprises 28 individual projects across Dartford, Gravesham and Ebbsfleet. Fastrack operates via congestion-free routes across a 40km network extending from Dartford to Gravesham. It is a combination of dedicated Fastrack busways, bus priority lanes and on-street running with priority at all signalled junctions.

The purpose of the scheme is to improve journey times for Fastrack passengers and facilitate additional bus stops for existing residents and those from new developments such as Clifton Slipways, The Charter and Northfleet Embankment.

**Options**

EDC and KCC have considered options for the scale of the Bath Street scheme within the business case for the project. The following options

were considered:

- No implementation of the Fastrack A Route extension
- Extension of the Fastrack A Route with routing via Overcliffe
- (Chosen option) Extension of Fastrack Route A, including the road improvement schemes and the routing of the network via West Street and Bath Street.

The chosen option will reduce journey times for passengers and provide a short walk to access the Fastrack service for occupants and workers at the Northfleet Embankment East, Clifton Slipways and The Charter developments.

In addition to the expected journey time benefits, the appraisal exercise identified other potential beneficial effects that the scheme may generate including:

- Additional demand from new developments served by the new route.
- Operating cost savings derived from the journey time savings

### **Strategic Fit**

Implementation of the scheme will support the Council in meeting its Strategic outcome for “Kent Communities to feel the benefits of economic growth by being in work, healthy and enjoying a good quality of life”. This will be achieved through the projects supporting continued operation of key transport networks in Dartford and Gravesham, as well as helping support growth by enabling new residential and commercial development.

The key priorities set out in the County Council’s Integrated Transport Strategy ‘Delivering Growth without Gridlock’ in terms of providing additional highway capacity, improving accessibility and reducing congestion will also be supported through the delivery of the project. The scheme will set out to provide improved growth and economic prosperity through having an efficient highway and transport infrastructure.

The scheme also aligns with ‘Bus Back Better’ the Department for Transport’s National Bus Strategy which encourages ‘significant increases in bus priority’ through investment in bus lanes and traffic signal priority for buses (Chapter 3, Page 46).

## **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 2021

### **Reason if Key Decision**

An initial equalities impact assessment has been carried out for the scheme. This identified no long-term adverse impacts or discrimination against any person with a protected characteristic.

In addition, those members of the public who regularly use or rely exclusively on public transport should experience more reliable journey times by better functioning of Fastrack route junctions.

**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**

Gravesham Joint Transport Board (JTB) were provided with a report for information at the March 2021 meeting, with a letter also sent to Cllr John Burden.

Environment and Transport Cabinet Committee endorsed the proposed decision at its meeting on 29 June 2021.

Local Members were consulted via the Fastrack advisory board.

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

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

The scheme will be fully funded through a capital grant from Ebbsfleet Development Corporation (EDC) that has been approved as a separate future year commitment to EDC by the Ministry of Housing, Communities and Local Government (MHCLG).

Ebbsfleet Development Corporation is providing KCC with a grant of £5.52m between 2020/21 and 2022/23 to deliver the scheme.

Conditions of the grant agreement include taking the Fastrack development designated S106 contributions from Northfleet Embankment East development as a contribution (circa £0.99m) but without risk to KCC if the funding does not come forward.

There is no revenue or capital exposure to KCC in the delivery of this project and the project estimate includes sufficient risk allowance. KCC Officer time required for the delivery of the programme will be capitalised.

**Support documents**

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

**Reference No:**

**Key** Yes

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

**Title:**

**21/00058 - Updated 2021-22 and 2022-23 Admissions Arrangements for Community and Voluntary Controlled schools**

**The Decision needed:**

Proposed decision – To update the determined 2021-22 and 2022-23 admission arrangements for Kent community and voluntary controlled primary schools and Kent community and voluntary controlled secondary schools to accommodate new legal requirements in the forthcoming 2021 School Admissions Code.

**Reason for Decision:**

Admission authorities are legally required to determine admissions arrangements for their schools by 28 February each year. KCC fulfils this duty annually and following consideration at Education Cabinet Committee, the Cabinet Member for Education formally determines admission arrangements in line with the requirements of the 2014 Admissions Code.

Government consulted on a new Admissions Code in late 2020 and following consideration of responses, laid a new Admissions Code before parliament which will come into force on 1 September 2021, subject to the necessary parliamentary procedure.

The 2021 School Admissions Code requires children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted to be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC).

This new provision will necessitate variations to determined admission arrangements to take effect from 1 September 2021. All admission authorities will need to vary their admission arrangements for 2021/22 (which would have been determined by 15 February 2020) and their admission arrangements for 2022/23 (which would have been determined by 15 February 2021). Without these variations, admission arrangements that have already been determined will no longer comply with the Code from this date.

In the event that the 2021 School Admissions Code does not come into force on 1 September 2021 of any reason, admissions arrangements will remain unchanged from their previously determined state.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before July 2021

**Reason if Key Decision**

Equalities implications were considered by government during their National consultation. KCC is legally required to make these changes.

**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:**

**Support documents**

PROD

Cabinet Member Report 2021-22 and 2022-23 Admission Arrangements

Appendix A - Determined Primary Admissions Arrangements 2021

Appendix B - Determined Primary Admissions Arrangements 2022

Appendix C - Determined Secondary Admissions Arrangements 2021

Appendix D - Determined Secondary Admissions Arrangements 2022

Appendix 5\_Annex

**Responsible Cabinet Member - Cabinet**

**Reference No:** None known at this stage.

**Key** Yes

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

**Title:****21/00055 - KCC's Civil Society Strategy****The Decision needed:**

Proposed decision-

Following consultation, for the Cabinet to agree the adoption of KCC's new Civil Society Strategy and infrastructure support offer, to be aligned to the strategy framework.

Further information-

The Civil Society strategy 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 was previously consulted on between February and April 2020, however due to Covid the development of the strategy was paused. We are now revising the draft to reflect the events of the last year and ensure that it will still meet the challenges going forward.

The strategy will set out the objectives and intentions for KCC's future offer of infrastructure support to the VCSE. The funding agreed for this is £2.1m over the 3 years of the strategy; and will be allocated against the priorities and framework set out in the strategy.

The strategy will also revise the grant framework for the council, which was developed in 2015 and has been updated based on feedback from the past 6 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 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 Interim Strategic Plan and longer term, to the new Strategic Statement for the Council.

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

Cabinet

**Date:**

Not before July 2021

**Reason if Key Decision**

An Equalities Impact Assessment screening has been undertaken.

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

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

**NOT BEFORE 24 MARCH 2021**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Adult Social Care and Public Health</p> <p><b>Reference No:</b> A new section 75 agreement will be needed between the council and CCG that sets out the governance requirements and accountability that will cover the proposed LD&amp;A strategic leadership body and system provider partnership.</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>21/00033 - Review of Kent County Council and Kent and Medway Clinical Commissioning Group Integrated Commissioning Framework, covering health services, social care and community support for people with a learning disability and autistic people (LD&amp;A)</b></p> <p><b>The Decision needed:</b>  <u>Proposed decision</u></p> <p>To enter into such agreements that are necessary with the Kent and Medway Clinical Commissioning Group (CCG) and other local NHS organisations to create a new strategic planning and delivery framework for Kent’s residents with a learning disability and autistic people and delegate authority to Corporate Director of Adult Social Care and Health to finalise and approve the formal agreements to establish the new framework.</p>

## Reason for the decision

In 2015/16 Kent County Council and the seven NHS Clinical Commissioning Groups (CCG) covering Kent and Medway, agreed to establish an integrated and partner strategic planning, commissioning and delivery framework covering healthcare, council social care and other support for Kent's residents with a learning disability, and autistic residents. This framework is governed by an agreement between Kent County Council and Kent and Medway CCG, agreed in accordance with the provisions of section 75 of the NHS Act 2006. This framework includes an Alliance Partnership comprising the council's adults social care service and the two NHS provider trusts that deliver specialist community health care for people with a learning disability and autistic people. This includes Kent Community Health NHS Foundation Trust (KCHFT) and *Kent and Medway NHS* and Social Care Partnership Trust (KMPT).

The framework covers community delivered services for people living in nursing and residential care; residents living with carers and their families and people living in their own homes or who live in specialist housing with support. The arrangement also covers specialist healthcare and support for residents with a learning disability and autistic people with highly complex needs, including Kent residents admitted to specialist hospitals located both in and outside Kent.

A review of the arrangements summarised above, commissioned by Kent County Council but jointly agreed with Kent and Medway CCG identified challenges with how the council and NHS plan together to design and deliver effective solutions that can achieve strong and improving health and well being outcomes for Kent's residents with a learning disability and autistic people.

The challenges identified:

- Kent's current Learning Disability and Autism (LD&A) governance and programme management framework is:
  - Confusing with several bodies duplicating effort and decision making and ineffectual structural relationships between each body
  - Not competent to develop and implement a whole system strategy and strategic commissioning programme
  - Not fully sighted or driven by the priorities, challenges and resource pressures of all partners and is largely reactive to short term issues and targets
  - Less than clear about how the voices of learning disabled and autistic people impact or affect key decisions, with a deficient approach to coproduction and system codesign
- Improvement is required in the effectiveness of whole system commissioning and programme management
- Significant improvement is needed in whole system accountability and performance reporting, as investment decisions lack clarity on why and how they were determined and there is a lack of effective data and narrative to demonstrate the outcomes that are being achieved
- Improvement is also needed in the alignment, commissioning and

coordination of service delivery across adults, children and young people and complex needs to ensure:

- Effective and seamless care pathways;
- Person centred and codesigned support;
- Outcome driven delivery;
- Stronger market management and micro-commissioning, to address service deficits and to support innovation to address changing needs and expectations.

Through extensive engagement and coproduction of the solutions to address the challenges above, the proposals summarised below emerged through a clear consensus of council and NHS leaders, frontline professionals and health clinicians and critically through face to face engagement and workshops with people with a learning disability, autistic people and carers supported by advocates and advocate organisations.

Summary proposals

The establishment of:

- A single senior level strategic leadership body of equal partners across the local authority, CCG, user and carer voice and system provider
- A joint LD&A strategic commissioning and programme management unit, supporting whole system planning, development and change management and the function of the strategic leadership body
- A trusted system provider based on an effective NHS and council partnership, delegated to deliver and micro commission all LDA health and social care support.

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

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

Cabinet Member for Adult Social Care and Public Health

#### **Date:**

Not before March 2021

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

An equalities impact assessment has been completed. It identified significant wellbeing and health inequalities affecting the lives of Kent's residents with a learning disability and autistic people including:

- A lack of effective health checks linked to residents with a learning disability and autistic people having a substantially lower life expectancy than all other residents and significantly increased risk of death from Covid
- More Kent autistic residents and residents with a learning disability with additional mental health and behavioural needs, are in specialist hospital services in comparison to the rest of England
- This adversely affects and impacts their choice, independence and human rights
- There is a need for more effective equalities monitoring of people with a

<p>learning disability and autistic people cared for in specialist hospitals as national evidence suggests that black and black British people are 4 times more likely to be compulsorily admitted to spec</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><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 expectation is that the proposals set out will not result in any significant additional funding or investment commitment from the council.</p> <p>However, the proposals are expected to maximise the potential of council and NHS investments, to deliver significant improvements in the outcomes achieved for people with a learning disability and autistic people through more effective and focused partner planning and decision making of all LD&amp;A health, social care and other services.</p> <p><b>Support documents</b></p>

**NOT BEFORE 5 MARCH 2021**

<p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> No legal implications have been identified currently but any legal implications will be identified in the report to the Cabinet Member for Children, Young People and Education before he takes his decision.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>21/00017- Proposal to establish a 16 place Specialist Resourced Provision (SRP) for ASD at Garlinge Primary School &amp; Nursery from September 2021</b></p>

**The Decision needed:**

Proposed decision:

- (i) Issue a public notice to establish a 16 place Specialist Resourced Provision (SRP) for Autistic Spectrum Disorder (ASD) at Garlinge Primary School & Nursery from September 2021.

And, subject to no objections being received to the public notice

- (ii) Establish a 16 place Specialist Resourced Provision (SRP) for Autistic Spectrum Disorder (ASD) at Garlinge Primary School & Nursery from September 2021.

This decision is conditional upon planning permission being granted where required.

Reason for the decision:

The Children, Young People and Education Committee report for Garlinge SRP will inform the committee of a decision that will need to be taken by the Member for Education and Skills after the March CYPE committee but before the next CYPE committee date in June. The decision cannot wait until the June committee date because May is the latest point at which the decision can be made and allow sufficient time for the statutory process to be completed for a September 2021 opening.

The decision is required as part of the statutory process to publish the public notice enabling the establishment of the 16 place SRP at Garlinge Primary School and Nursery for September 2021.

Background:

The Local Authority is responsible for maintaining Education Health and Care Plans (EHCPs) for children and young people between the ages of 0-25 years. As of January 2020, this totalled 13,499 children and young people with an EHCP. This is an increase of 1,736 since January 2019, an increase of 14.8% compared to 10% nationally.

The number of pupils in the Thanet District with an Education, Health and Care Plan (EHCP) in January 2020 was 16,000. This was an increase of 16% from 2019. 2% of Kent's EHCP cohort live in Thanet district and as at January 2020, 5.5% 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. A number of students with an EHCP require a 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 a range of Specialist Resourced Provisions (SRPs) which are based in mainstream schools with places reserved for students with an EHCP are established. The establishment of SRPs attached to mainstream schools is part of the continuum of provision to enable pupils to be included within mainstream settings.

Autistic Spectrum Disorder (ASD) remains the most common primary need type with 41.2% of children and young people aged 0-25 years having an EHCP with this primary need identified in Kent. This is an increase from 40.3% in January 2019. Nationally ASD is also the most common primary need, but Kent's percentage is significantly higher than the national figure of 30%

Currently we are establishing an SRP for ASD for 16 pupils at Holy Trinity and St Johns Primary School. This proposal will complement the provision at Holy Trinity and St. John's Primary School and provide additional capacity and choice for parents in the Thanet district. A 20 place Secondary SRP for ASD is also planned for the new secondary school in Thanet which will work closely with the two primary SRPs

Options:

Options regarding the establishment of SRPs have been fully investigated with the SEN team and Garlinge Primary School and Nursery was considered to be the best option (in addition to the approved SRP at Holy Trinity and St. John's primary School) for the establishment of an SRP for ASD for 16 children. The school's governing body is fully supportive of the proposals. This additional provision will enable choice for parents in Thanet with a child who requires additional support from an SRP provision.

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

This proposal will help to secure our ambition "to ensure that Kent's young people have access to the education, work and skills opportunities necessary to support Kent business to grow and be increasingly competitive in the national and international economy"

The proposal also supports the 'Strategy for children and young people with Special Educational Needs 2017-19. The aim of the SEND strategy is to improve the educational, health and emotional wellbeing outcomes for all of Kent's children and young people with special educational needs and those who are disabled.

Kent's Strategy set out an intention to provide additional places for pupils with the following need types: Autistic Spectrum Disorder (ASD), Speech Language and Communication Needs (ASD), and Social, Emotional and Mental Health (SEMH).

The Commissioning Plan for Education Provision in Kent 2021-2025 sets out our commissioning intentions to meet the need for specialist provisions across Kent. A mixture of new schools, expansion of existing and the establishment of satellites and SRPs will be commissioned across Kent to meet the need.

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

<p><b>Who is taking the Decision</b> Cabinet Member for Education and Skills</p> <p><b>Date:</b> Not before March 2021</p> <p><b>Reason if Key Decision</b> 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:</p> <ul style="list-style-type: none"> <li>• Children with ASD in the Thanet district will be able to attend provision local to their homes.</li> <li>• Children with ASD will be able to attend SRP provision in mainstream primary schools in Thanet.</li> <li>• There will be two SRPs for Primary school aged children with ASD established in the Thanet District.</li> </ul> <p>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.</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><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> Capital Cost A feasibility study is currently being carried out at Garlinge School to develop the proposals for the establishment of the SRP. The high level feasibility estimates the costs to be in the region of £778,848. The SRP will have 2 classrooms, care facilities and small group rooms. The CYPE Cabinet Committee report in March and the decision paper in May will confirm the costs as the concept designs are prepared and surveys completed for the planning application.</p> <p>Revenue Costs As per KCC policy a total of £6,000 per newly provided classroom will be provided to the school from the DSG revenue budget.</p> <p>Human KCC will work closely with the senior leadership teams of the school to ensure that all appropriate accommodation and facilities are provided to enable them</p>

to deliver an effective curriculum.

**Support documents**

**NOT BEFORE 14 APRIL BY CABINET MEMBER**

**Responsible Cabinet Member - Cabinet**

**Reference No:** There are no legal implications arising from the decision.

**Key** Yes

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

**Title:**

**20/00027 - 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:  
There are no equality implications directly arising from the decision. An EqIA will be undertaken for individual projects as they are developed.
- Data Protection implications  
No personal data will be collected, therefore there are 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**

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.

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.

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

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

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.

**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 18 DECEMBER BY 2019 CABINET / CABINET MEMBER**

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

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

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

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

**Key** Yes

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

**Title:**

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

**The Decision needed:**

Proposed Decision:

- *Kent County Council be the administration and funding decision authority for the £5.3m allocation from SELEP's Growing Places Fund;*
- *KCC draws down capital funds of £5.3m from the Growing Places Fund;*
- *KCC makes available loan finance of up to £5.3m from the Growing Places Fund to support works at Discovery Park to build a spine road and associated infrastructure to enable the building of 500 new residential homes;*
- *Authority be delegated to the Director of Economic Development to take appropriate actions, including but not limited to, entering into legal agreements as necessary to implement this decision.*

*Provided that:*

1. *Kent County Council is able to agree a satisfactory loan agreement from*

*Essex County Council as the accountable body for SELEP's Growing Places Fund; and*

- 2. The receipt of a satisfactory application for loan finance for the works at Discovery Park subject to the rules of the Growing places Fund and the findings of an independent financial appraisal.*

**Background:**

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

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

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

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

**Who is taking the Decision**

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

<p>borrower. KCC also collects anonymised information about protected characteristics as part of its Equalities Impact Assessment monitoring.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed Key Decision will be discussed at the Growth, Economic Development and Communities Cabinet Committee on 28 November 2019.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b>  The loan of £5.3m will be capital funding allocated from non KCC funding sources (that is, the SELEP Growing Places Fund). KCC estimates that there will be revenue costs associated with application processing, appraisal, valuation and legal costs: these can be confirmed at the application stage. There will also be an ongoing administrative cost to KCC related to monitoring over the period of the loan, which would be covered by an administration charge levied on the borrower.</p> <p><b>Support documents</b></p>

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

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Education and Skills</p> <p><b>Reference No:</b> Contracting for KCC framework building contractors.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>19/00084 - Proposal to Expand West Hill Primary Academy from 72 places to 90 places in September 2020</b></p> <p><b>The Decision needed:</b>  <b>Background Information:</b></p> <p>Kent County Council (KCC) as the Local Authority has a statutory duty to</p>

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 EqIA 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 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.**

<p><b>Title:</b>  <b>19/00052 - Gypsy and Traveller Pitch Allocation Policy</b></p> <p><b>The Decision needed:</b>  Proposed Decision:</p> <p>To revise and update Kent County Council's (KCC) Gypsy and Traveller Service Allocations Policy for managed sites.</p> <p><b>Background:</b></p> <p>This review work is part of ongoing, council-wide activity to update and improve our processes, policies and practices.</p> <p>The priorities for the Gypsy and Traveller service are to:</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> </ul>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet Member for Community and Regulatory Services</p> <p><b>Date:</b>  Not before July 2019</p> <p><b>Reason if Key Decision</b>  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.</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 decision will be discussed at the Environment and Transport Cabinet Committee on 16 July 2019.

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

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

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

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

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

**Support documents**

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

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

<p>Cabinet Member for Community and Regulatory Services</p> <p><b>Date:</b> Not before July 2019</p> <p><b>Reason if Key Decision</b> An Equality Impact Assessment has been carried out and there is no potential for discrimination and all opportunities to promote equality are currently being taken in line with KCC policies and statutory requirement. Should any issues arise they will be dealt with in accordance with KCC policies and statutory requirements.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed decision was considered and endorsed at the Environment and Transport Cabinet Committee on 16 July 2019.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> 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 - Cabinet Member for Children, Young People and Education</b></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>

**The Decision needed:**

Background:

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

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

Proposed decision:

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

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

Cabinet Member for Children, Young People and Education

**Date:**

Not before April 2019

**Reason if Key Decision**

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

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

A consultation will take place in April/May 2019.

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

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

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

The Elms School will receive the funding for the pupils in line with the funding allocated to special schools through KCC's funding formula. A feasibility

study needs to be undertaken to access what, if any accommodation will need to be needed to enable the increase in the designated number.

### **Support documents**

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

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

**Key No**

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

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

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

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

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

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

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

**Date:**  
Not before May 2019

**Reason if Key Decision**  
Tenax Trust and the Department for Education will have considered the

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

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

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

**Consultees**

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

Consultation on the proposal to open a new school would be a matter for Tenax Trust and the DfE.

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

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

The ESFA has allocated funding for the build costs of the school (circa £8.35 million) and this will be secured within a Development Agreement prior to KCC entering any Construction Contract. There will be no capital funding requirements from KCC in relation to the scheme and therefore no impact on the County Council's MTFP.

**Support documents**

**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 Palmarsh Primary School to 1FE.

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

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

<b>Reason if this decision has been delayed/withdrawn from a previous plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>This matter will be considered by the Infrastructure Commissioning Board on 30 April 2019 or 24 May 2019.</p> <p>A consultation on expanding to 1FE was undertaken in 2016, as there is no change to this decision further consultation is not required.</p> <p>The report will be submitted to the Children’s, Young People and Education Cabinet Committee meeting on 28 March 2019.</p> <p>The view of the local member will be sought prior to the Cabinet Committee meeting.</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>  £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.</p> <p><b>Support documents</b></p>

**NOT BEFORE JANUARY 2018 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Deputy Leader and Cabinet Member for Finance and Traded Services</p> <p><b>Reference No:</b> Provision of this service is a statutory responsibility. The market was tested to establish levels of interest.</p> <p><b>Key</b> Yes</p>
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>

<p><b>Title:</b>  <b>17/00125 - Healthwatch Kent interim contract</b></p> <p><b>The Decision needed:</b>  Proposed decision: To agree:-</p> <p>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</p> <p>b) To incorporate the Service User Forum and Mental health Action Groups into the Healthwatch Kent contract</p> <p>How the decision relates to Corporate Objectives</p> <ul style="list-style-type: none"> <li>• Commissioning Framework Principle 7: Customers at the heart of our commissioning approach</li> <li>• KCC's commissioning of a Healthwatch for Kent is required by duties under the Health and Social Care Act 2012, which built upon the Local Government and Public Involvement in Health Act 2007</li> </ul> <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>

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

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

The value of the proposed interim contract is up to £1.46M (£730k pa) for the period 1 April 2018 to 31 March 2020.

**Support documents**

**NOT BEFORE OCTOBER 2017 BY CABINET MEMBER**

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

**Reference No:** None

**Key** Yes

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

**Title:**

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

**The Decision needed:**

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

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

**Who is taking the Decision**

Cabinet Member for Corporate and Democratic Services

**Date:**

Not before October 2017

**Reason if Key Decision**

None

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

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

**Section 3 – – Who is to be consulted, how and when, ( The Duty to**

<b>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>
<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>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>
<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>

**Date:**

Before January 2018

**Reason if Key Decision**

This decision is considered as a key decision owing to the length of the lease, in accordance with the Council's Property Management Protocol

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

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

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

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

03000 416356

kahren.knott@kent.gov.uk

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

03000 416716

Rebecca.spore@kent.gov.uk

**Support documents**

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

**Reference No:** 16/00101

**Key** Yes

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

**16/00101 - Proposal to expand Marden Primary School**

**The Decision needed:**

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

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

In accordance with Appendix 4 Part 2 16 (a) of the Council's constitution, the Council's Executive Scheme of Officer Delegation provides that "Once a Member-level decision has been taken.....the implementation of that decision should be delegated to officers..." In this instance it is envisaged that the Director of Infrastructure will inherit the authority to act and will enter into any necessary contracts/ agreements on behalf of the County Council or further delegate responsibilities in accordance with 16 (c) of the same scheme "Senior Managers exercising delegated powers will...be able to sub-delegate...functions to more junior officers"

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before January 2018

### **Reason if Key Decision**

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

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

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

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

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

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

### **Consultees**

The Commissioning Plan for Education Provision 2016-20 identified Marden as an

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

A public consultation commenced on 23 September 2016 and closed on 21 October 2016. Further information is available on the School Consultation webpage:

[www.kent.gov.uk/schoolconsultations](http://www.kent.gov.uk/schoolconsultations)

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

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

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

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

##### **Support documents**

## **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 plan**

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

### **Consultees**

Local Members Colin Caller and Jane Cribbon will be consulted before the decision is taken and all members of the council notified.

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

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

Lead officer: Rebecca Spore  
Director of Property & Infrastructure Support  
Tel: 01622 - 221151  
E-Mail: rebecca.spore@kent.gov.uk

### **Support documents**

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

**Reference No:** 14.00022

**Key** Yes

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

### **Title:**

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

**The Decision needed:**

**LATEST UPDATE:**

19/05/2014 - Decision due date changed from 18/02/2014 to 01/08/2014.

**REASON:** The proposed decision to dispose of the Centre was delayed while internal processes were undertaken to ensure that no other suitable use could be found before disposal. This process is complete and the former resource centre will be placed on the market shortly. Responses from the market will be gauged after a period of approximately 3 months and a proposal for the site put forward at that time. The decision will be considered by the Property Sub-Committee or the Policy and Resources cabinet Committee before being taken by the Cabinet Member.

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To seek approval to the disposal of the former Shepway Resource Centre following the marketing of the site

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

**Who is taking the Decision**

Cabinet Member for Corporate & Democratic Services

**Date:**

Not before October 2015

**Reason if Key Decision**

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

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

**Consultees**

The proposed decisions will be discussed at Policy & Resources' Property Sub Committee following marketing.  
The property is situated within the electoral division of Folkestone West. Cllr Hod Birkby has been consulted.

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

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

Alyson McKenna,  
01622 696032  
alyson.mckenna@kent.gov.uk  
Rebecca Spore,  
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rebecca.spore@kent.gov.uk

**Support documents**

**DEFERRED**

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

**Reference No:**

**Key** Yes

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

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

**The Decision needed:**

**Update 09/03/2015:**

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

**Latest Update:**

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

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

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

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

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

- Firstly it helps deliver the “Kent Environment Strategy” by the provision of new environmentally friendly facilities (e.g. grey water) via the construction technique with the eventual adaptation of new work practices within the new depot.
- Secondly it builds relations with key business sectors across Kent as the supply

- chain involved in such a project provides work to businesses of all sizes.
- Thirdly by the better siting and provision of facilities for the new depot it ensures that the most robust and effective public protection arrangements are in place for road management including bad weather response.

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

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

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

Cabinet Member for Corporate & Democratic Services

**Date:**

**Reason if Key Decision**

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

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

### **Consultees**

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

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

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

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

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

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

**Support documents**

<b>Responsible Cabinet Member -</b>
Reference No: 12/020231
Key No
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b> <b>Eden Centre Lease</b></p> <p><b>The Decision needed:</b>  <b>LATEST UPDATE:</b>  19/05/2014 - Decision due date changed from 01/03/2014 to 01/01/2015.  <b>REASON:</b> The decision remains at the earliest stages of investigation and options appraisal. A further review will take place in January 2015 when a decision pathway will be identified and the proposed decision updated further.</p> <p>-----</p> <p><b>To seek agreement to the principle of granting a long lease to a charitable community interest company or similar vehicle, of The Eden Centre, Four Elms Road, Edenbridge.</b></p> <p>The proposal directly links to Bold Steps for Kent, putting the citizen in control, building new partnerships and providing a new fit for purpose building to deliver Library and FSC services in conjunction with other partners such as the Citizen’s Advice Bureau and House (West Kent Action), to support Kent’s more vulnerable citizens.</p> <p>The impact of the decision will be that KCC will have less control of the management and operation of the centre as they would become the responsibility of a third party.</p> <p>Risks identified are:</p> <ul style="list-style-type: none"> <li>• Reliance on the professionalism of the trustees to deliver a successful facility, agreeing with all partners a financial model for the charitable vehicle</li> <li>• Reputational damage to KCC if the charitable vehicle were to fail</li> <li>• Obtaining buy in from all community groups in occupation to form trust</li> <li>• Untried and untested model</li> <li>• Level of income generation from the centre which could go to the charitable vehicle is currently unknown as a new facility</li> <li>• Continued KCC ownership of a non-core asset</li> <li>• Officers may be unable to get agreement from stakeholders, charitable vehicle does not prove financially sustainable or the trust may break down and charitable vehicle will have to pick up void periods and associated costs (benefit to KCC).</li> </ul>
<b>Section 2 – Who is taking the final decision and when</b>
<b>Who is taking the Decision</b>
<b>Date:</b>

**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:**

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