



## **FORWARD PLAN OF DECISIONS**

**23 December 2021 - 30 April 2022**

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

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

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

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

## **FORWARD PLAN OF DECISIONS**

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

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

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

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

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

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

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

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

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

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

All Members can be contacted by writing to Kent County Council, Sessions House, County Hall, Maidstone, Kent, ME14 1XQ or by email via the Council's website.



**NEW**

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

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| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Community and Regulatory Services</p> <p><b>Reference No:</b> The award of any contracts will be in full compliance with all relevant procurement regulation</p> <p><b>Key</b> Yes</p>  |
| <p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>   |
| <p><b>Title:</b><br/><b>21/00125 - Kent Country Parks - playpark equipment</b></p> <p><b>The Decision needed:</b><br/>Proposed decision</p> <p>The Cabinet Member for Community and Regulatory Services is to grant a decision to procure and delegate authority to the Director for Growth and Communities to award and enter into appropriate contractual arrangements to install new playpark equipment and/ or enhance existing playpark equipment across the Kent County Council portfolio of Kent Country Parks.</p> <p><b>Background:</b></p> <p>Kent County Council has secured funding to enlarge or install new playpark equipment and outdoor seating/picnic areas. The equipment would be funded via the Contain Outbreak Management Fund (COMF) to provide further outdoor provision to help reduce the spread of COVID-19. The budget is circa £1.2m.</p> <p>The playgrounds will be DDA compliant in terms of their accessibility and inclusive design. The surfacing must adhere to standards EN1176 and EN1177.</p> <p>The procurement may be awarded to multiple contractors on a site-by-site basis. Each site will be awarded based on design, appropriateness of site requirements, quality, and value for money.</p> <p>The improvements over winter will ensure there are continued outdoor activities that are accessible and safe, even if low level restrictions begin to be reintroduced which may prevent families and individuals from attending their usual activities.</p> <p><b>Financial Implications:</b></p> |

The total budget for the delivery of this programme is £1.2m. This will be split across a number of sites dependent on the complexity of the equipment. Circa £950k is split across seven sites with ad-hoc improvements being delivered across the rest of the assets.

This is one-off capital spend and is required to be spent by 31st March 2022 in accordance with the COMF. There is a risk that COVID, weather and manufacturing issues could delay all sites being completed by this date. There is currently no scope to roll forward unspent money if the construction is not completed this financial year.

This risk totals £200k (25% of the programme) which would be unspent if there is a delay in the construction at all sites. Following an assessment of the programmes submitted by the tenderers, this figure is forecasted to be no more than £100k. This is on the basis that some projects will be delivered early March and have appropriate float. The programme team will work closely with the awarded suppliers to minimise this risk.

The Growth, Environment and Transport directorate will underwrite any funding that is not rolled over beyond 31<sup>st</sup> March 2022. This risk will be removed, if COMF funding is rolled over into 22/23 financial year or all sites are completed by 31<sup>st</sup> March 2022.

**Reason for Urgency:**

COMF funding was awarded to the department on 15<sup>th</sup> November 2021. Clarity of the funding restrictions were detailed early December 2021. There is a risk that should the work not be completed by the 31<sup>st</sup> March 2022, the funding cannot be rolled over in financial year 22/23.

Due to the lead times to order, manufacture and deliver the playpark equipment required in early January at the latest, this will not have the required time to be presented at the appropriate Cabinet Committee.

**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 January 2022

**Reason if Key Decision**

An Equalities Impact Assessment has been carried out and no implications have been identified at this early stage.

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

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| <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 21 JANUARY 2021**

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| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Highways and Transport</p> <p><b>Reference No:</b> No legal obligations identified.</p> <p><b>Key</b> Yes</p>   |
| <p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>   |
| <p><b>Title:</b><br/> <b>21/00124 - Increasing the Cost of the Kent Travel Saver</b></p> <p><b>The Decision needed:</b><br/> Proposed decision –</p> <p>To increase the cost of the standard Kent Travel Saver from £370 per academic year to £450 and to increase the cost of the low-income Kent Travel Saver from £120 per academic year to £150.</p> <p>These price increases to be effective from the opening of the 2022/23 academic year Kent Travel Saver application window, in early June 2022.</p> <p><u>Reason for decision</u></p> <p>The previous decision for determining the annual uplift for Kent Travel Saver passes caps any price uplift at 5% of gross cost of the scheme. Due to the budget challenge facing the authority in 2022/23 and a need to increase income to the scheme, reduce cost, we need a price uplift for 2022/23 that would exceed the 5% cap.</p> |

## Background

The Kent Travel Saver is a discretionary concessionary travel pass, for students in school years 7 to 11. For an annual fee, students can use the pass to travel between the hours of 06.00-19.00 Monday to Friday throughout the year. The fee can be paid in full or through a direct debit process.

The scheme provides reduced travel cost to the scheme user, compared to operator tickets.

A number of bus operators, who participate in the scheme, at their discretion and cost, provide additional evening/weekend travel at no cost to the user.

Since 2015, a cabinet decision has governed the increases in cost to the Kent Travel Saver and its predecessor the Young Persons Travel Pass. Under this decision, the cost of the standard pass increased in line with operator fare increases and was capped at 5% of the gross cost of the scheme divided by the number of standard passes in circulation.

The budget challenge facing the authority in 2022/23 means that there is a need to reduce the cost of the scheme significantly, which means raising income more than operator inflation and more than 5% of the gross cost of the scheme. This would raise an estimated £900k income.

All other elements of the scheme would remain as is.

Officers are tasked with developing a more financially sustainable alternative for 2023/24, to be reported on later.

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

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

Cabinet Member for Highways and Transport

### **Date:**

Not before January 2022

### **Reason if Key Decision**

An initial EqIA has been completed and no equalities implications identified.

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

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

### **Consultees**

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



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

The increase in cost proposed is for the year 2022/23 and is estimated to provide £900K in additional income, so reducing scheme cost accordingly.

**Options**

- To increase the price in line with the current key decision criteria. This will not deliver the increased income target for the scheme.
- To increase the price by greater than inflation to meet the increased income level. This is the preferred option.

**Support documents**

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

**Reference No:** None

**Key** Yes

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

**Title:**

**21/00118 - Active Travel Capital Funding Grant update (Tranche 2)**

**The Decision needed:**

**Proposed decision**

Approval to proceed with the Canterbury Active Travel Scheme to next stages of design and construction.

**Reason**

To inform Cabinet Committee Members of Council secured funding for the Active Travel Fund from the Department for Transport and seek approval to proceed to the next stages of design and construction for the Canterbury Scheme.

**Background**

The Department for Transport have awarded Kent County Council £6.098m for five named active travel schemes across the County. One of these schemes has proceeded to construction stage (Hythe). The Canterbury Scheme is at the construction stage. Analysis of the remaining three schemes; Folkestone, Gravesend, and Thanet, is underway. Outcomes and proposals will be reported to Cabinet Committee in March.

**How the proposed decision meets the challenges in the Interim Strategic Plan**

Delivery of Active Travel Schemes will directly support priority actions under the demand and environment challenges:

- Demand - Work with local communities to promote access to safe places to walk and cycle as an alternative to travelling by car
- Environment - Homes and communities need to be well-connected, both to convenient transport networks and active travel. The schemes support the delivery of reduced congestion and improving infrastructure and accessibility.

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

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

**Date:**  
Not before January 2022

**Reason if Key Decision**  
An EQIA screening has been carried out as part of the outline design and second consultation work and will be regularly updated.

**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 Active Travel programme has been regularly discussed at Environment and Transport Cabinet Committee. This latest key decision will be discussed by Members of the Cabinet Committee at their meeting on 18 January 2022.

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

**Your name, Your Service, Your phone number and email address:**  
The DfT grant of £6.098m will fully cover both the allowable capital and revenue costs associated with the scheme as per current concept designs; the schemes’ costs are scalable to suit the budget available. These costs are split as follows:

- Revenue £1.220m
- Capital £4.878

There are no revenue implications to KCC if elements of the schemes do not proceed.  
Schemes will be delivered within existing staffing levels

**Support documents**

NOT BEFORE 19 JANUARY 2022

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

**Reference No:** KCC is the statutory Waste Disposal Authority (WDA) for the county. There has been a duty on the WDA to provide HWRCs since the Civic Amenity Act 1967. The duty is now embodied within section 51 of the Environmental Protection act 1990. There will be no legal implications if the booking system is to be retained, as the HWRC service continues to operate, albeit with the requirement to book in advance.

**Key** Yes

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

**Title:**  
**21/00123 - Booking to visit a Household Waste Recycling Centre**

**The Decision needed:**

**Proposed decisions:**

To continue to operate a booking system for customers to access all of Kent County Council's Household Waste Recycling Centres

For the Corporate Director for Growth, Environment and Transport to keep progress of the booking system under continuous review and to inherit the main delegations via the Officer Scheme of Delegation to make any further operational changes to the booking system to maximise customer service.

**Background:**

After a period of temporary closure to adhere to the government's Covid-19 restrictions, Kent County Council (KCC) re-opened the Household Waste Recycling Centres (HWRCs) on 15 May 2020 and used a booking system to safely manage access.

Whilst the booking system was introduced to help manage demand at the HWRCs in response to social distancing and revised workplace rules, it has provided operational benefit and received positive customer feedback.

A public consultation was undertaken to gain views from the public and stakeholders on its future use. This exercise did not highlight any new information that would support a withdrawal of the booking system.

The Covid-19 pandemic remains a risk to both operational staff and the public. The system allows demand to be safely managed irrespective of any

Covid restrictions which also providing on-going operational benefit to the service.

Following its inception, the system has evolved and adapted to customer and operator/contractor feedback. The consultation has highlighted 'on the day' booking and further integration with other operational systems further modifications for the system to address.

These both seek to further enhance the customer experience and to make the service more efficient and effective.

**Other options considered but rejected:**

1. Return to access to the HWRCs without the requirement to book
2. Implement a hybrid booking system

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

The continued use of the HWRC booking system will meet the following priority actions:

- Deliver a balanced budget and develop a sustainable medium-term financial plan
- Use technology to improve efficiency and reduce cost
- Develop a stronger evidence-based approach to managing demand
- Deliver net-zero for Kent by 2050 and promote climate resilience

**Financial Implications:**

The contracted operators will be able to reduce overhead costs by £150k pa as the demand at the sites is better managed. These savings are included with in the Medium-Term Financial Plan (MTFP); this saving is wholly associated with this policy proposal.

By operating the booking system in 20/21 there has been a change in public behaviour and communities seek to re-use items before planning a visit to sites. There has been less cross border usage and an increased use of skip hire.

Site operatives have had more time to assist customers in sorting and maximise levels of recycling. The public has made more use of the districts chargeable bulky collection services. This has reduced volumes of waste processed, whilst increasing recycling. A budget target was set within the current year to deliver efficiencies by the Waste Disposal Authority of £1.3m.

The cost of operating the current booking system is £21,000 per year including licence, software, set up and provider support. There was an additional cost of £25,000 to cover the increased calls to KCC's Contact Centre to answer Waste Management enquires during the pandemic and take bookings for customers unable to do so online.

Costs associated with the roll-out of 'on the day' booking are modest, these are limited to some additional connectivity requirements at some HWRCs and additional tablet devices for sites, these will be funded using existing

budgets.

**Equalities implications:**

An Equality Impact Assessment (EqIA) was completed prior to the booking system being introduced in May 2020 and again before the consultation to ensure consideration was given to the impact of the system and the approach to consultation. The initial assessments indicated that any impact on users could be reasonably mitigated. Respondents were asked for any comments about the EqIA as part of the consultation questionnaire.

The EqIA was reviewed after the consultation to enable KCC to respond to any new issues that arose during the consultation and to ensure no groups were disadvantaged. In the initial screening, age, disability, and race were identified as being potentially impacted. The public consultation responses revealed some further low negative impacts to these protected characteristics and an additional impact for 'pregnancy and maternity' and 'carer's responsibilities'. These further potential impacts identified can be mitigated, including better advertising of the telephone booking service and the roll-out of the ability to be able to book 'on the day'.

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

**Who is taking the Decision**

Cabinet Member for Environment

**Date:**

Not before January 2022

**Reason if Key Decision**

Please see background information.

**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 Environment and Transport Cabinet Committee will discuss the final report on 18 January 2022.

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

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

Please see background information.

**Support documents**

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

**Reference No:** The contract will be legally binding and will commit KCC to the eventual sale of the asset, subject to the terms of the contract. External legal advisors have been appointed to advise on the legal contract and documentation required.

**Key** Yes

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

**Title:**

**21/00122 - Disposal of former Wayfarers Care Home, St Barts Road, Sandwich, CT13 0AW**

**The Decision needed:**

**Proposed decision:**

To agree to authorise the disposal of the former Wayfarers Care Home, St Barts Road, Sandwich, CT13 0AW 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 £1million which requires a key decision.

**Background:**

The freehold asset, Wayfarers Care Home, St Barts Road, Sandwich, CT13 0AW is a former 33-bed, single storey care home of c.14,000 sq ft built in 1983 on a site of about 1.15 acres. The building is currently being used by Kent County Council (KCC) for temporary furniture storage and other storage, following the outbreak of the COVID-19 pandemic. KCC ceased operating the care home in 2017. The site also includes parking for 14 cars. There is a site plan at Appendix A.

This asset was declared surplus to KCC’s requirements and was subsequently identified for disposal. A comprehensive marketing exercise is on-going and the bidding process will be concluded in January 2022. Following which, a preferred bidder will be identified with the transaction progressed to enable the disposal of the site.

**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 as set out in the Council's Medium Term Financial Plan.
- Streamline the Council's property portfolio.
- 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**

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

### **Date:**

Not before January 2022

### **Reason if Key Decision**

N/A

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

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

### **Consultees**

To be discussed at Policy and Resources Cabinet Committee, January 2022.

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

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

The sale of the property will result in a capital receipt for KCC which will be used to support the Council's Capital Programme as set out in the Council's Medium Term Financial Plan.

Revenue holding costs will also be reduced as this building is released from the Council's portfolio.

### **Support documents**

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

**Reference No:** The contract will be legally binding and will commit KCC to the eventual sale of the asset, subject to the terms of the contract. External legal advisors have been appointed to advise on the legal contract and documentation required.

**Key** Yes

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

**Title:**

**21/00121 - Disposal of 50 Gibson Drive, Kings Hill, Maidstone, ME19 4AF**

**The Decision needed:**

**Proposed decision:**

To agree to authorise the disposal of 50 Gibson Drive, Kings Hill, Maidstone, ME19 4AF 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 £1million which requires a key decision.

**Background:**

The freehold asset 50 Gibson Drive is a c.18,000 sq ft 2-storey building on a site of about 1.9 acres. This former laboratory/office building is currently being used by Kent County Council (KCC) for temporary furniture storage and other storage following the outbreak of the COVID-19 pandemic. It was last used as a laboratory and office building in 2016 when Sekisui Diagnostics (UK) Ltd (formerly Genzyme) terminated the lease. The site also includes parking for 51 cars.

This asset was declared surplus to KCC's requirements and was subsequently identified for disposal. A comprehensive marketing exercise has been undertaken and the bidding process will be concluded in January 2022. Following which a preferred bidder will be identified with the transaction progressed to enable the disposal of the site.

A decision is sought to approve the disposal of the site and to delegate authority to the Director of Infrastructure to finalise the terms of the transaction and enable the disposal of the site.

**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 as set out in the Council's Medium Term Financial Plan.
- Streamline the Council's property portfolio.
- Achieve financial and efficiency benefits in line with appropriate policy.

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



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| <p><b>Who is taking the Decision</b><br/>Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</p> <p><b>Date:</b><br/>Not before January 2022</p> <p><b>Reason if Key Decision</b><br/>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>To be discussed at Policy and Resources Cabinet Committee, January 2022.</p>  |
| <p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>  |
| <p><b>Your name, Your Service, Your phone number and email address:</b><br/>The sale of the property will result in a capital receipt for KCC which will be used to support the Council's Capital Programme as set out in the Councils Medium Term Financial Plan.</p> <p>Revenue holding costs will also be reduced as this building is released from the Council's portfolio.</p> <p><b>Support documents</b></p> |

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| <p><b>Responsible Cabinet Member - Leader of the Council</b></p> <p><b>Reference No:</b> Please refer to 'Financial &amp; Legal Implications' section.</p> <p><b>Key</b> Yes</p>         |
| <p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>  |
| <p><b>Title:</b><br/><b>21/00120 - Further investment of Getting Building Funding (GBF) in third-party projects</b></p> <p><b>The Decision needed:</b><br/><b>Proposed decision:</b></p> |

As Leader of the Council, I agree that Kent County Council shall:

- Agree that the Getting Building Funding (GBF) will be used to support the Kent-based third-party projects that are awarded GBF by the South East Local Enterprise Partnership's Accountability Board.
- Act as the accountable body for third-party projects within Kent's administrative boundaries that are selected by the SELEP to receive GBF grant funding.
- Delegate to the Section 151 Officer the authority to sign on KCC's behalf a grant agreement or equivalent, where this is required to draw down funds following business case approval.

**Reason & Background:**

In 2020, the Government made a call to Local Enterprise Partnerships for shovel-ready schemes that were able to spend in the next 18 months, as a way to stimulate economic recovery and help mitigate the impact that COVID-19 has had on employment levels.

The Government subsequently awarded £85m of Getting Building Funding (GBF) to the South East Local Enterprise Partnership (SELEP), with which SELEP has funded thirty-six projects from across East Sussex, Kent, Medway, Thurrock, Southend and Essex.

On 19th November 2021, the SELEP Accountability Board removed one of East Sussex's GBF projects from the programme. This meant £3.5m of GBF became available to be reallocated to alternative projects on SELEP's GBF reserve project pipeline.

The SELEP Accountability Board decided to award the £1.4m of this reallocated GBF to the Amelia Scott project (in Tunbridge Wells) at its November meeting. A key decision is required by Kent County Council now to allow the transfer of this GBF funding from SELEP to Tunbridge Wells Borough Council, via Kent County Council.

Techfort Ltd were advised following the SELEP Accountability Board that £1.009m of GBF is now provisionally ring-fenced for their Techfort project in Dover. In order to formally secure this funding, Techfort Ltd must submit a full business case for the SELEP Accountability Board's consideration at their next meeting in February 2022. If the SELEP Accountability Board chooses to award funding to Techfort Ltd at that meeting, a Kent County Council key decision will be required so Kent County Council can enter the necessary grant funding agreements with SELEP Ltd, Essex County Council, and Techfort Ltd.

**How the proposed decision meets KCC's policy objectives:**

The GBF investment will help Kent County Council to deliver against its objectives within Strategic Plan that was endorsed by County Council On 10 December 2020. Specifically, the capital grant investment will help deliver against these priority actions to help address the economic challenge:

- Work with our partners to deliver essential support for local businesses
- Promote Kent's key business sectors and visitor economy and

promote confidence among visitors and residents that our county is 'open' within Government guidelines

- Work with partners to enable the necessary physical, social and cultural infrastructure to make Kent an attractive place to live, work and invest in.
- Work with partners to support and reimagine Kent's high streets and town centres as economic, social and cultural centres.
- Explore opportunities to maximise investment in building retrofit programmes, supporting the local retrofit industry
- Develop a pipeline of 'shovel-ready' infrastructure projects to act as a catalyst for the construction industry.

**Financial & Legal Implications:**

SELEP requires Kent County Council to enter into a grant agreement with Essex County Council (which is SELEP's accountable body) for all schemes awarded GBF by SELEP within KCC's administrative boundary. The grant agreements give Kent County Council the legal and financial responsibility for ensuring the proper use and administration of the funding in accordance with the terms and conditions. For all third-party projects (such as The Amelia Scott and Techfort), a back-to-back grant agreement between Kent County Council and the third-party project promoter would then be signed.

The value of the capital grant agreements is as follows:

| <b>Project Title</b> | <b>GBF ask</b> |
|----------------------|----------------|
| Amelia Scott         | £1,400,000     |
| Techfort             | £1,009,000     |

If Kent County Council chooses to not enter into a grant agreement for the GBF projects selected by the SELEP Strategic Board, the GBF funding could be either (i) retained by central government or (ii) reallocated to other projects by the SELEP Strategic Board.

The Government has specified that the GBF must be spent by 31 March 2022 or there is a potential that the funding will be clawed back. Appropriate project management oversight is being directed to the GBF projects to minimise this risk.

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

**Who is taking the Decision**

Leader of the Council

**Date:**

Not before January 2022

**Reason if Key Decision**

Each project must produce an Equalities Impact Assessment as part of the development of these business cases required for SELEP Accountability Board approval. A Data Protection Impact Assessment is not required, as

personal data is not included in the grant agreements or project business cases.

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

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

**Consultees**

Cabinet Committee consultation planned: The decision will be discussed by Members of the Growth, Economic Development, and Communities Cabinet Committee at their meeting in January 2022.

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

**Your name, Your Service, Your phone number and email address:**  
Please refer to 'Financial & Legal Implications' section.

**Support documents**

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

**Reference No:** The expansion will be subject to a legally binding and enforceable contract being in place between KCC and the Trust.

**Key** Yes

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

**Title:**

**21/00117 - Allocation of Additional Basic Needs Capital Funding Towards Proposed Expansion of Invicta Grammar School, Huntsman Lane, Maidstone, Kent, ME14 5DS**

**The Decision needed:**

**Proposed decision**

The Cabinet Member for Education and Skills is asked to:

- a) authorise the allocation of £416,905 additional funding from the Children Young People and Education Services Basic Need Capital Budget to fund the permanent expansion of Invicta Grammar School, by increasing the Published Admission Number (PAN) from 192 places to 240 places from September 2022.
- b) authorise the Director of Infrastructure, Strategic and Corporate

Services in consultation with the General Counsel and Director of Education to enter into any necessary contracts/ agreements on behalf of the County Council with the Valley Invicta Academies Trust.

- c) authorise the Director of Infrastructure, Strategic and Corporate Services to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts.

### **Reason for Decision**

Due to increased costs and supply chain issues, it is no longer possible to deliver the scheme within the initial cost estimate. The price of building materials, along with many other associated products needed for construction works, have risen considerably since the initial feasibility cost plan was completed. The increased costs identified predominately relate to inflation and site-specific conditions based on the proposed development location that have increased the abnormal costs. Supply chains have experienced disruptions due to the Covid-crisis and latterly by driver shortages and resulted in some of the key materials increasing in cost above the anticipated rate of inflation.

### **Background**

This FED follows on from Decision 21/00025, taken on 19 March 2021, whereby the Cabinet Member for Education and Skills agreed to authorise the allocation of £2,438,095 from the Children Young People and Education Services Basic Need Capital Budget to fund the permanent expansion of Invicta Grammar School, by increasing the Published Admission Number (PAN) from 192 places to 240 places from September 2022.

The Commissioning Plan forecasts for the Maidstone and Malling Selective planning group indicate that there will be a deficit of Year 7 places throughout the Plan period. The deficit builds during the early years of the Plan period and peaks at -106 places in 2023-24, before settling into around a 90 places shortfall for the last 3 years of the forecast period.

Within this planning group, some schools have admitted over PAN in recent years, creating temporary additional selective capacity. It is anticipated that this pattern will continue and will accommodate the immediate forecast deficit of 28 places in 2021-22. However, from 2022-23 there is a need to commission up to 3FE of additional permanent provision and a further 1FE (or 30 temporary places) will be needed to meet the 2023-24 demand.

In recent years Invicta Grammar School has accepted bulges up to 240 pupils, which is 48 places above its PAN. These additional places have provided provision that ensured there were sufficient girls grammar places available in the Maidstone and Malling planning group. The latest KCP forecasts indicate a continued and growing demand for grammar places and in particular girls' provision.

However, Invicta Grammar School no longer has the physical capacity to

accept pupils over their PAN beyond September 2021. Therefore, KCC intends to commission a Basic Need expansion of Invicta Grammar School to enable the school to continue to offer 240 places on a permanent basis from September 2022.

It is agreed with Valley Invicta Academies Trust (VIAT) that this would be a school managed scheme, with KCC providing the Basic Need funding and the Trust procuring and managing all capital works.

### **Options**

The Trust and its chosen contractors have completed detailed exploration to ensure that the cost rise is minimalised and that there is sufficient contingency within the scheme to mitigate any further construction risks.

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

The provision of sufficient school places is a statutory duty and contributes to the Strategic Business Plan Priorities to ensure that "Children and Young People in Kent get the best start in life".

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before January 2022

### **Reason if Key Decision**

An Equality Impact Assessment (EqIA) has been produced and no issues were identified in the early stage EqIA, but the assessment will be reviewed as the project continues.

### **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 initial allocation of £2,438,095 to fund the expansion was considered by the 9th March 2021 Children's, Young People and Education Services Cabinet Committee.

<https://democracy.kent.gov.uk/mglIssueHistoryHome.aspx?IId=56600>

The allocation of an additional £416,905 of funding will be considered by the 11<sup>th</sup> January 2022 Children's, Young People and Education Services Cabinet Committee.

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

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

Kent County Council initially allocated £2,438,095 from the Children Young People and Education Services Basic Need Capital Budget towards the Trust managed scheme. This was on the basis that the Basic Need Funding was provided in return for the school providing the necessary accommodation and resources to increase the school's PAN from 192 to 240 places. The roles and responsibility of each party are formally set out through a legal contract between KCC and VIAT and the agreements will be revised to account for the additional capital allocation. This proposal would increase the allocation of Basic Need funding by £416,905, taking the total scheme cost to £2,855,000. KCC will monitor progress regularly during the building works to ensure that the accommodation needs are being met. The overall Basic Need programme is funded by a fixed quantum of capital and where the cost of one scheme in the programme increases there will need to be a compensating reduction elsewhere in the programme.

**Support documents**

**NOT BEFORE 18 JANUARY 2022**

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

**Reference No:** Once an EP Plan and Schemes are made by the Council, measures and facilities agreed by the authority as well as commitments for bus operators will become a legally enforceable commitment. An EP is a statutory scheme with a procedure that must be followed, including the opportunity for operator objection. Following publication, an operator running bus services within the county (aside from those detailed as exempt within the document) must comply with the conditions and commitments set out within it.

**Key** Yes

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

**Title:**

**21/00116 - Publication and Introduction of Initial "shell" Enhanced Partnership for Kent**

**The Decision needed:**

Proposed Decision

To publish and bring into effect Kent's initial Enhanced Partnerships from 1<sup>st</sup> April 2022, subject to consultation with statutory consultees and two operator objection periods.

## Background

In March 2021 the Government published a National Bus Strategy (NBS) for England, setting out its aspirations for bus services across the country and three specific requirements for Local Transport Authorities (LTAs) and bus operators requiring delivery at pace:

- To commit in principle to the introduction of Enhanced Partnerships (EPs) by 1st July 2021.
- To publish and submit to DfT a Bus Service Improvement Plan (BSIP) by the end of October 2021
- To Implement the EP – consisting of an EP Plan and supporting EP Schemes by April 2022.

Failure to meet the above deadlines potentially jeopardises significant new and existing funding streams.

In response, following executive decisions by the Cabinet Member for Highways and Transport, on 28<sup>th</sup> June 2021 KCC published its stated intent to enter into negotiations with bus operators to form an EP for Kent and on 29<sup>th</sup> October 2021 KCC published and submitted the first version of its BSIP to the DfT. Kent's BSIP sets out a bold vision for bus services and related infrastructure for the county in line with the aspirations of the NBS and requires significant funding from central Government to deliver.

In order to meet the third deadline, it is now the intention of the Cabinet Member for Highways and Transport to make a further executive decision.

At the time of producing this decision document, there has been no announcement on the funding allocation that Kent will receive to support the NBS process and related EPs. Due to the statutory processes involved with introducing an EP, including a statutory consultation period and two potential 28-day operator objection periods, it is therefore not possible to introduce a "full" EP, taking account of Kent's funding allocation and related commitments from April 2022. As such it is proposed to introduce a "shell" EP agreement from this date, setting out commitments from both parties in a no funding scenario. Commitments and funding investment within the "shell" schemes will then be subject to variation through a bespoke variation method between KCC and bus operators once Kent's funding allocation is known and formal governance has been undertaken to agree on how funding will be prioritised.

## Options

The NBS effectively narrows the decision down to just two options. Firstly, to comply with the procedure and timescales set out by the DfT, or secondly, not to proceed with this third part of the process (EP publication / introduction). The latter course of action would put funding from the Government's BSOG and BRG schemes at risk, taking some £7 million of annual funding out of Kent's bus network.



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| <b>Section 2 – Who is taking the final decision and when</b>  |
| <p><b>Who is taking the Decision</b><br/>Cabinet Member for Highways and Transport</p> <p><b>Date:</b><br/>Not before January 2022</p> <p><b>Reason if Key Decision</b></p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>   |
| <b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>   |
| <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><br/>At this stage, there are no significant financial implications for KCC within the “shell” EP agreement, with commitments relating to existing or enhanced activity or smaller funding commitments to deliver initiatives such as a countywide interactive transport map. Once Kent’s NBS funding allocation is known, formal governance processes will be undertaken to agree prioritisation of any Government funding within EP Schemes.</p> <p><b>Support documents</b></p> |

**NOT BEFORE 6 JANUARY 2022**

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| <p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> The funding allocations are subject to a contractual agreement between KCC and the individual Trusts to offer the agreed temporary and permanent expansions.</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>  |

**Title:**

**21/00115 - Proposal to Permanently Expand Queen Elizabeth's Grammar School by 1FE from 150 to 180 PAN from September 2023**

**The Decision needed:**

**Proposed decision:**

- i. agree to provide £5m from the Children, Young People and Education Capital Budget for the permanent expansion of Queen Elizabeth's Grammar School by 1FE from 150 to 180 PAN from September 2023.
  
- ii. Authorise the Director of Infrastructure, Strategic and Corporate Services in consultation with the General Counsel and Director of Education to enter into any necessary contracts / agreements on behalf of the County Council.
  
- iii. Authorise the Director of Infrastructure, Strategic and Corporate Services to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts.

**Reason for the decision:**

The Kent Commissioning Plan has identified the need for additional selective places across the plan period due to population growth and new housing developments in the Faversham and surrounding area. The Kent Commissioning Plan (2021-2025) shows a deficit of -30 places for September 2022 and -34 places for September 2023 for the Canterbury and Faversham Selective Planning Group.

**Background:**

Queen Elizabeth Grammar school is part of the Canterbury and Faversham Selective planning group. There are 4 Grammar schools within this planning group, Queen Elizabeth's Grammar School, Simon Langton Girls Grammar school, Simon Langton Grammar School for Boys and Barton Court Grammar School. For September 2023 it is therefore proposed to permanently expand Queen Elizabeth's Grammar School by 30 places (1FE) to meet the need for additional places in Faversham and the planning area.

To help meet the need for additional grammar places in Swale both Highsted and Borden Grammar Schools are proposing to expand permanently by 1FE from September 2022 and form the Sittingbourne and Sheppey Selective planning area.

**Options:**

Simon Langton Girls Grammar school has recently been rebuilt through the DfE Priority School Build Programme. Simon Langton Grammar School for Boys has a current build programme to facilitate their expansion to 5 forms of entry and Barton Court Grammar school was expanded to 5

forms of entry in 2017 and is at capacity on their site.

**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” as set out in ‘Increasing Opportunities, Improving Outcomes: Kent County Council’s Strategic Statement.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

January 2022

**Reason if Key Decision**

An EqIA has been undertaken for Queen Elizabeth’s Grammar School permanent expansion.

**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**

It is planned to take a report to Children, Young People’s, and Education Cabinet Committee on 11 January 2022.

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

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

Capital

£5m from the Children, Young People and Education Capital Budget for the permanent expansion of Queen Elizabeth’s Grammar School by 1FE from 150 to 180 PAN from September 2023.

Revenue

The schools will receive increased funding through their Delegated Budget. The rising rolls will be protected in line with KCC Growth Funding Policy. Revenue funding will also be allocated to enable the schools to resource each new classroom as they come on-line. At present this is at a value of £6,000 per classroom.

Human

The schools will appoint additional staff as the need arises.

### **Support documents**

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

**Reference No:** The funding allocations are subject to a contractual agreement between KCC and the individual Trusts to offer the agreed temporary and permanent expansions.

**Key** Yes

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

**Title:**

**21/00114 - Swale Secondary Provision. Temporary expansions of Sittingbourne Secondary Schools for September 2022 and September 2023**

**The Decision needed:**

**Proposed decision:**

- i. agree to provide £1M from the Children, Young People and Education Capital Budget for the temporary expansion of Westlands Secondary School by 1FE (30 places) for September 2022 and September 2023.
- ii. agree to provide £1M from the Children, Young People and Education Capital Budget for the temporary expansion of The Sittingbourne School by 1FE (30 places) for September 2022 and September 2023.
- iii. agree to provide £1M from the Children, Young People and Education Capital Budget for the temporary expansion of Fulston Manor by 0.5FE (15 places) for September 2022 and September 2023.
- iv. Authorise the Director of Infrastructure, Strategic and Corporate Services in consultation with the General Counsel and Director of Education to enter into any necessary contracts / agreements on behalf of the County Council.
- v. Authorise the Director of Infrastructure, Strategic and Corporate Services to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts.

**Reason for the decision:**

The Kent Commissioning Plan has identified the need for additional

secondary places across Swale District for several years due to population growth and new housing developments in the district.

The Kent Commissioning Plan (2021-2025) shows a deficit of -93 Year 7 places in the Sittingbourne non-selective planning group for September 2022 growing to a deficit of -176 for September 2023 Year 7 entry. Some of this pressure is offset by spare capacity in Oasis Isle of Sheppey Academy but there remains an overall deficit of Year 7 places that needs to be addressed.

The commissioning of a new all through school to include 2FE primary provision and 6FE secondary agreed with developers on the North Sittingbourne (Quinton Road) site has been delayed due to the housing development not coming forward according to the original timeline as set out within the Local Plan. Following discussions with the developer, the school site is now not expected to transfer until 2026. If this remains the case, the earliest date for delivery of a new school would be September 2028. Discussions on options to meet the non-selective secondary place need in the period 2024 to 2028 are ongoing, meanwhile proposals to meet the shorter term pressures are being brought forward after discussion with the local secondary schools.

To help meet the predicted pressure on places in the Sittingbourne non-selective planning group, the proposal is to expand (on a temporary basis), Westlands, The Sittingbourne School and Fulston Manor for September 2022 and September 2023.

**Background:**

Additional capacity for Swale secondary provision was secured through a temporary expansion of Westlands Secondary Academy by 45 places for September 2019, 2020, and 2021. The Sittingbourne School also temporarily expanded by 30 places for September 2021 for Year 7 entry. To meet the need for additional grammar places both Highsted and Borden Grammar Schools are proposing to expand permanently by 1FE from September 2022. A temporary expansion of The Abbey School for 30 places for September 2021 was also secured and a permanent 1FE expansion is being progressed.

The Kent commissioning plan for 2021-2025 shows a projected deficit of -93 places September 2022 and -176 for September 2023 for the Sittingbourne non-selective secondary planning group.

For September 2022 and September 2023, it is therefore proposed to temporarily expand:

- Westlands Secondary School by 30 places (1FE)
- The Sittingbourne School by 30 places (1FE)
- Fulston Manor by 15 places (0.5FE)

A total of 75 (2.5FE) additional Year 7 places in Sittingbourne non-selective planning area for both September 2022 and September 2023. The surplus capacity in the Isle of Sheppey non-selective planning area will also support the deficit in the Sittingbourne non-selective planning group.

There is a need to secure a permanent solution to the secondary place pressures from September 2024 onwards and options are being investigated.

**Options:**

The new 6FE Secondary school on Quinton Road has not been able to be progressed.

**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” as set out in ‘Increasing Opportunities, Improving Outcomes: Kent County Council’s Strategic Statement.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

January 2022

**Reason if Key Decision**

An EqIQ has been undertaken for the temporary expansions.

**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**

It is planned to take a report to Children, Young People’s, and Education Cabinet Committee on 11 January 2022.

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

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

Capital

£1M from the Children, Young People and Education Capital Budget for the temporary expansion of Westlands Secondary School by 1FE for September 2022 and September 2023.

£1M from the Children, Young People and Education Capital Budget for the temporary expansion of The Sittingbourne School by 1FE for September 2022 and September 2023.

£1M from the Children, Young People and Education Capital Budget for the temporary expansion of Fulston Manor by 0.5FE for September 2022 and September 2023.

#### Revenue

The schools will receive increased funding through their Delegated Budget. The rising rolls will be protected in line with KCC Growth Funding Policy. Revenue funding will also be allocated to enable the schools to resource each new classroom as they come on-line. At present this is at a value of £6,000 per classroom.

#### Human

The schools will appoint additional staff as the need arises.

### Support documents

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

**Reference No:** 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 she takes her decision.

**Key** Yes

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

#### **Title:**

### **21/00113 - Proposal to change use of Garlinge Children's Centre Building**

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

#### **Proposed decision:**

- i. agree to change the use of Garlinge Children Centre building to provide a 16 place Specialist Resource Provision (SRP) for children with Autism Spectrum Disorder (ASD).
- ii. to agree to provide Children's Centre Services to the community served by Garlinge Children's Centre through Birchington Children's Centre by extending the opening hours of Birchington Children's Centre from part time to full time. Six Bells Children Centre in Margate is also within proximity of Garlinge.
- iii. to issue a public notice to change the use of Garlinge Children Centre building and to establish a 16 place Specialist Resourced Provision (SRP) for Autistic Spectrum Disorder (ASD) at Garlinge Primary School & Nursery from September 2022.

- iv. agree to provide £1.15 million from the Children's, Young People and Education Capital Budget for the establishment of the 16 place SRP for ASD at Garlinge Primary School and Nursery.
- v. Authorise the Director of Infrastructure, Strategic and Corporate Services in consultation with the General Counsel and Director of Education to enter into any necessary contracts / agreements on behalf of the County Council.
- vi. Authorise the Director of Infrastructure, Strategic and Corporate Services to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts.

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

- i. establish a 16 place Specialist Resourced Provision (SRP) for Autistic Spectrum Disorder (ASD) at Garlinge Primary School & Nursery from September 2022.

**Reason for the decision:**

The decision is required as part of the statutory process to change the use of the Children's centre building. Approval is required to publish the public notice to enable the establishment of the 16 place SRP at Garlinge Primary School and Nursery.

**Background:**

Autism Spectrum Disorder (ASD) is the most common special education need type in Kent with 42.7% of all EHCPs (0-25) having ASD as their primary need. In Thanet 50% of all EHCPs for Primary aged pupils have ASD named as their primary need in their Education Health and Care Plan. Despite this, Thanet does not have any Specialist Resource Provisions in any of its local schools. The nearest primary schools with specialist resource provisions for ASD for children in Thanet are in Canterbury and Whitstable.

We are therefore proposing to open two primary Specialist Resource Provisions for Thanet primary age children with Autism Spectrum Disorder. One in Holy Trinity and St John's Primary School in Margate and another in Garlinge Primary School and Nursery.

Garlinge Children's Centre was identified as a possible ideal location at Garlinge Primary School for the Specialist Resourced Provision; however this would mean the closure of the Children's Centre. Early years, health (health visiting and midwifery) and parenting services delivered from Garlinge Children's Centre would be transferred to the current part-time Birchington Children's Centre, which is 3.4 miles from Garlinge Children's Centre. Birchington Children's Centre hours would be extended to full-time opening to accommodate the increased delivery of services. Children's Centre service will also continue to offer targeted outreach to Garlinge service users through home visiting, community venues and utilising space within the school.



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

Consideration has been given to a different area of the school that currently has some intervention spaces and a sensory room and would require demolition of some temporary buildings. This space is near to the current Key Stage 2 (Junior) satellite class of Foreland Fields School on the Garlinge Primary site. There is a separate proposal to provide a Key Stage 1 (Infant) satellite class of Foreland Fields School. However, if the Specialist Resource Provision is sited here, the proposal for the Infant satellite class of Foreland Fields School could not be brought forward.

**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 Kent’s Strategy for Children and Young People with Special Educational Needs and Disabilities 2021-2024

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**

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

January 2022

**Reason if Key Decision**

EqlA has been undertaken as part of the consultation. The outcome of the public consultation and community consultation will enable the Local Authority to test out the assumptions in the EqlA. As part of the mitigations to closing Garlinge Children’s Centre, it is proposed that the Early years, Health (health visiting and midwifery) and parenting services delivered from Garlinge Children’s Centre would be transferred to the current part-time Birchington Children’s Centre, which is 3.4 miles from Garlinge Children’s Centre. Birchington Children’s Centre hours would be extended to full-time opening to accommodate the increased delivery of services.

**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**

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| <b>Inform/consult/Involve ) including relevant scrutiny councillors</b>  |
| <p><b>Consultees</b></p> <p>It is planned to take the proposal to Children, Young People and Education Cabinet Committee on 11 January 2022.</p>   |
| <b>Section 4 – Responsible Officer – Who to contact for more information.</b>  |
| <p><b>Your name, Your Service, Your phone number and email address:</b><br/> A Feasibility study has been carried out at Garlinge School to develop the proposals to adapt the current Children’s centre. The costs for this proposal are £1.15m. The proposal is for an extension to the Children’s Centre allowing two classrooms, care facilities, small group rooms and a meeting room.</p> <p>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>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 to deliver an effective curriculum.</p> <p><b>Support documents</b></p> |

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| <b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b>   |
| <p><b>Reference No:</b> As outlined in the 'Background' section.</p> <p><b>Key</b> Yes</p>  |
| <b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>  |
| <p><b>Title:</b><br/> <b>21/00112 - Admission Arrangements and Scheme for 2023-24 Academic Year</b></p> <p><b>The Decision needed:</b><br/> <b>Proposed decision:</b><br/> To determine the primary and secondary school co-ordinated admissions schemes for 2023 intake year and the admission arrangements for Kent community and voluntary controlled primary schools and the admission arrangements for Kent community and voluntary controlled secondary schools for 2023 intake year.</p> <p><b>Background:</b><br/> Admission authorities are legally required to determine admissions arrangements for their schools by 28 February each year, even if no changes are proposed. It is intended that admissions arrangements for</p> |

schools where KCC is the admissions authority are to remain unchanged.

Local Authorities are also required to determine an Admissions scheme for schools within their geographical boundaries, which details how the co-ordinated and in year admissions processes will operate for the forthcoming year. No changes are proposed to the Admissions scheme for the 2023 intake year, so it was not necessary to consult on the scheme this year either.

The Cabinet Member for Education and Skills is therefore requested to approve the proposed admission arrangements and scheme.

**Legal Implications:**

Section 13A of the Education Act 1996 states every admission authority must, before the beginning of each school year determine the admission arrangements which are to apply for that year. Local authorities are required by Section 92 of the School Standards and Framework Act and the Education (School Information) (England) Regulations 2008 to publish admission arrangements for all maintained schools in their area. Under section 88(1A) of the School Standards and Framework Act 1998 (as inserted by section 42 of the Education and Inspections Act 2006) it is the duty of a governing body of a community or voluntary controlled school, for which a local authority is the admissions authority, to implement any decision relating to the admission of pupils taken by the admission authority. Similarly, under section 89(3A) of the 1998 Act and regulations, the governing body of a voluntary aided or foundation school must implement a decision of the local authority, made under the relevant co-ordinated admission arrangements, whether a child should be granted or refused admission to the school. Failure to do so would amount to a breach of the admission authority's statutory duty.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

January 2022

**Reason if Key Decision**

The Cabinet Member will consider the EqIA 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**

It is planned to take the proposal to Children, Young People and Education

Cabinet Committee on 11 January 2022.

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

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

**Support documents**

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

**Reference No:** The proposed extension is in line with what was outlined in the original contract as a contract clause.

This proposed extension is in line with Public Contracts Regulations 2015 which set out the legal basis for Local Authority procuring services.

**Key** Yes

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

**Title:**  
**21/00111 - East Kent Community Drug and Alcohol Service Contract Extension**

**The Decision needed:**

The East Kent Community Drug and Alcohol Service was commissioned in 2017. The contract was awarded to the Forward Trust and commenced on 1 May 2017 with an end date of 31 March 2022. This contract has allowable extensions contained within the contract for a further 36 months. The intention is to extend the contract by 24 months to align all adult drug and alcohol contracts to end in March 2024. This will give the Council maximum flexibility and opportunity to re-commission in a way that will effectively support Kent residents in the future. Commissioners plan to procure all the contracts as one exercise which will allow for economies of scale and shared engagement with all the market.

**Reason for the decision:**

The East Kent Community Drug and Alcohol Service contract is due to end on 31 March 2022. Commissioners have undertaken a formal contract review of the service to determine whether KCC should extend the contract (as per the contract clause) or go through a new procurement exercise. Key findings from the contract review are outlined below along with the recommendation to extend the contract.

As with many commissioned social care and health services at present, there is difficulty in recruitment to vacant roles in drug and alcohol services,

both clinical and non-clinical. Maximising stability is therefore favoured in any decision that is made on these services.

#### **Background on the East Kent Drug and Alcohol Service Review:**

Since May 2017, The Forward Trust have delivered the East Kent Drug and Alcohol Service. The contract started in May 2017 and was for a period of five years to the end of March 2022, with the agreed option to extend for up to a further three years.

The service contributes directly to the KCC Interim Strategic plan (published December 2020) by supporting older and vulnerable adults to maintain a good quality of life and contributing to children having the best start in life. The service also contributes towards improving public health outcomes, reducing health inequalities, and minimising harm caused by drugs and alcohol in East Kent.

The Forward Trust and Commissioners continually work together to improve the service and such work has included service re-design, performance improvement plans, and undertaking pilot initiatives. However, improvements can still be made in order to ensure the service thrives and offers the best support for those most in need.

Given the good performance of the current contract and the potential for disruption to vulnerable individuals by making unnecessary changes, **it is recommended that the extension to the contract is enacted for 24 of the allowable 36 months**. If the contract was not extended and went out to procurement, the increasing cost pressures coupled with significant workforce recruitment issues across the sector may make bidding for the contract unappealing to providers, which may result in KCC undertaking a costly process, with few resulting options for alternative provision.

The impact of the recent Novel Coronavirus (COVID-19) outbreak also supports an extension to the service as PHE guidance until recently stated that “Re-commissioning and re-tendering of standard services will likely need to be put on hold for the duration of the COVID-19 pandemic”. This guidance was withdrawn on the 19 July 2021 after being in place for over a year. It is recognised that during the coronavirus pandemic, the charity sector (in which Forward Trust sits) faces extremely demanding and ever-changing challenges.

#### **How the proposed decision meets the objectives of the Council’s Strategic Plan – December 2020:**

At the time they were commissioned the service was expected to contribute to KCC’s **strategic outcomes** at the time including:

- Every child has the best start in life;
- Kent communities feel the benefits of economic growth by being in-work, healthy, and
- enjoying a good quality of life and older and vulnerable residents are safe and supported with choices to live independently.

In a post-Covid environment the Council’s Strategic Plan continues to focus

upon support for people who are vulnerable and who are in need, and the continued delivery of this service into 2024 maintains the delivery of this service to vulnerable adults living in East Kent.

**Data Protection implications:**

General Data Protection Regulations are part of current service documentation for the contract and there is a Schedule of Processing, Personal Data and Data Subjects confirming who is data controller/processor. There is also an existing DPIA relating to the data that is shared between KCC, the provider and [the Office for Health Improvement and Disparities \(previously named Public Health England\) and the services.](#)

**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:**

January 2022

**Reason if Key Decision**

An EqIA was undertaken when the service was commissioned in 2017. The proposal to extend the contract would represent 'No change' in the current service delivery and is deemed the most appropriate option. There is no potential for discrimination and this option is an appropriate measure to advance equality and create stability in a vulnerable cohort.

An EQIA will be drafted as part of the future recommissioning process to continually assess and consider the options and whether 'No change' remains the most appropriate option.

**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 Health Reform and Public Health Cabinet Committee meeting on 20 January 2022.

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

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

The value of the 24 month contract extension (1 April 2022 to 31 March September 2024) will be approximately the following:

East Kent Drug and Alcohol Service- £9,819,620 (based upon the current financial year's figures)

## Support documents

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

**Reference No:** The procurement process has been followed in accordance with Public Contracting 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:**

**21/00110 - Community Based Wellbeing Services and Carers' Short Breaks Contracts**

**The Decision needed:**

**Proposed Decision:**

Direct award a year contract until 31 March 2023 for the provision of Carers' Short Breaks;

Award contracts for the provision of Community Based Wellbeing Services funded by Kent County Council for a period of three years with the option to extend for further periods of up to two years, and Dementia Coordinator Services funded by the NHS Kent and Medway Clinical Commissioning Group for a period of two years; and

Delegate authority to the Corporate Director Adult Social Care and Health to take other 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.

**Reason for the Decision:**

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

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

A phased procurement process was undertaken in 2020 to award three

contracts to replace the historic grant arrangements. The three contracts in Phase 1 were awarded in December 2020. The nine contracts in Phases 2 and 3 to be awarded are:

- Older Peoples' Wellbeing Services in Ashford, Canterbury & Swale
- Older Peoples' Wellbeing Services in Dartford, Gravesham & Swanley
- Specialist Support in the Community for People with a Physical Disability
- Post Diagnostic Support in the Community for People with Dementia and their Families in West Kent
- Post Diagnostic Support in the Community for People with Dementia and their Families in East Kent
- Post Diagnostic Support in the Community for People with Dementia and their Families in North Kent
- Dementia Coordinator Service in West Kent (procured on behalf of NHS Kent & Medway CCG)
- Dementia Coordinator Service in East Kent (procured on behalf of NHS Kent & Medway CCG)
- Dementia Coordinator Service in North Kent (procured on behalf of NHS Kent & Medway CCG)

The direct award of the contract for Carers' Short Breaks will provide continued support for Carers across Kent while the new Kent Adult Carers strategy is developed and the procurement process for a new contract, which will align to the new strategy, is undertaken.

This decision supports KCC's Strategic Statement through supporting key providers that deliver services to older and vulnerable residents that will ensure they are safe and supported with choices to live independently. This decision relates to the proposal within the Strategic Delivery Plan of moving organisations from grants to contracts.

This decision supports the Strategic Reset programme by implementing Asset Based Commissioning.

The contracts will enable the Council to meet its duties under the Care Act 2014 by promoting wellbeing for individuals and their Carers, through the provision of information and advice that enables people to make choices about their care, by preventing or delaying people deteriorating to the point where they require health or social care support and through supporting market sustainability.

## **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 January 2022

### **Reason if Key Decision**

An EqlA has been carried out. Potential for adverse impact on some groups



with protected characteristics as a result of this project were identified. Actions have been identified to mitigate these effects, including a contractual performance framework that will ensure outcomes of the contract are monitored and delivered for all groups of people with protected characteristics.

**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 decision will result in total expenditure of £15,505,437.89 for KCC. The KCC funded contracts to be awarded will result in the following expenditure for KCC (5 year contract values):

- Older Peoples' Community Wellbeing Services in Ashford, Canterbury & Swale: £4,850,350.68
- Older Peoples' Community Wellbeing Services in Dartford, Gravesham & Swanley: £ 3,324,460.80
- Specialist Support in the Community for People with a Physical Disability: £767,232.40
- Post Diagnostic Support in the Community for People with Dementia and their Families in West Kent: £1,409,500
- Post Diagnostic Support in the Community for People with Dementia and their Families in East Kent: £1,412,000
- Post Diagnostic Support in the Community for People with Dementia and their Families in North Kent: £1,240,000

The KCC funding value of extending the Carers' Short Breaks contract agreement from 1 April 2022 to 31 March 2023 will be £2,501,894.01.

**Support documents**

**NOT BEFORE 29 DECEMBER 2021**

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|---|
| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Education and Skills</p> <p><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.</p> <p><b>Key</b> Yes</p>  |
| <p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>   |
| <p><b>Title:</b><br/> <b>21/00108 - Commissioning Plan for Education Provision in Kent 2022-26</b></p> <p><b>The Decision needed:</b><br/> <u>Reason for Decision and Background</u><br/> 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.</p> <p>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.</p> <p><u>Options</u><br/> 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.</p> |
| <p><b>Section 2 – Who is taking the final decision and when</b></p>   |
| <p><b>Who is taking the Decision</b><br/> Cabinet Member for Education and Skills</p> <p><b>Date:</b><br/> Not before December 2021</p> <p><b>Reason if Key Decision</b><br/> 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.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>   |

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|---|
| <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><br/> 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.</p> <p><b>Support documents</b></p> |

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

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|--|
| <p><b>Responsible Cabinet Member - Cabinet Member for Adult Social Care and Public Health</b></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.<br/> 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><br/> <b>21/00106 - Development of a micro-provider market in Kent</b></p> <p><b>The Decision needed:</b><br/> <b>Proposed decision:</b><br/> 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</p>   |

to finalising the terms of and entering into required contracts or other legal agreements, as necessary to implement the decision.

**Reason for the decision:**

Adult social care and health is seeking to develop a micro-provider market in Kent.

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:*

| Year               | Year 1          |                     | Year 2          | Total           |
|--------------------|-----------------|---------------------|-----------------|-----------------|
| Funding            | COMF            | Alternative funding |                 |                 |
| Period             | Jan – Mar 22    | April 22 – Dec 22   | Jan – Dec 2023  |                 |
| Seed funding       | £30,000         | £90,000             | £120,000        | £240,000        |
| Marketing budget   | £8,000          | £9,000              | £12,000         | £29,000         |
| Contract costs     | £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**

**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**

**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**

The proposed decision was considered and endorsed by Adult Social Care Cabinet Committee on 1 December 2021.

## **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**

The proposed decision was considered and endorsed by Adult Social Care Cabinet Committee on 1 December 2021.

## **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

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| <p><b>Who is taking the Decision</b><br/>Cabinet Member for Adult Social Care and Public Health</p> <p><b>Date:</b><br/>Not before December 2021</p> <p><b>Reason if Key Decision</b><br/>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><br/>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**

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

**Title:**

**21/00100 - Disposal of Land South of Steele Avenue, Greenhithe, Dartford**

**The Decision needed:**

**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 Steele 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**



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| <b>circa 30,000 patients.</b>  |
| <b>Section 2 – Who is taking the final decision and when</b>   |
| <p><b>Who is taking the Decision</b><br/>Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</p> <p><b>Date:</b><br/>Not before December 2021</p> <p><b>Reason if Key Decision</b><br/>N/A</p> <p style="padding-left: 40px;">Data Protection implications<br/>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>  |
| <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>Has any public consultation been undertaken or is any planned?</b><br/>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><br/>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><br/>The proposed decision was discussed and endorsed by the Policy and Resources Cabinet Committee on 9 November 2021.</p> |
| <b>Section 4 – Responsible Officer – Who to contact for more information.</b>  |
| <p><b>Your name, Your Service, Your phone number and email address:</b><br/>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>  |

**Support documents**

**NOT BEFORE 18 NOVEMBER 2021**

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

**Reference No:**

**Key No**

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

**Title:**  
**21/00099 - Works at Tennyson Lodge and Thomas Place, Maidstone, Kent**

**The Decision needed:**

**Decision:**

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.
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.

**Further Information:**

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.

**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 December 2021

**Reason if Key Decision**

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| <b>Reason if this decision has been delayed/withdrawn from a previous plan</b>   |
| <b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>    |
| <b>Consultees</b><br><br>The proposed decision was considered and endorsed by the Policy and Resources Cabinet Committee on 9 November 2021. |
| <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 30 NOVEMBER 2021**

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| <b>Responsible Cabinet Member - Cabinet Member for Integrated Children's Services</b><br><br><b>Reference No:</b><br><ul style="list-style-type: none"> <li>The Children and Families Act legislates that Local Authorities ensure that all Young Carers under the age of 18 are in receipt of an assessment of their needs.</li> </ul>  |
| <b>Key Yes</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><br><b>21/00101- Young Carers - procurement of a new service</b><br><br><b>The Decision needed:</b><br>Proposed Decision:<br><br>To commission a service that supports young carers and to develop the skills of the wider workforce in recognition and support of young carers.<br><br>Background:<br><br><ul style="list-style-type: none"> <li>This proposal is to enter a formal commissioning process for a Kent Young Carers Support Service</li> </ul> |

- This service will comprise two distinct elements: workforce development; and direct support for Children and Young People. Support can take the form of young carers assessments, 1:1 support, access to a district young carer 'Chill Club', signposting and information.
- 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   |
|--|---|---|
| <p>1. Do nothing: The contract ends and KCC do not meet their statutory obligations for Young Carer Assessments.</p> | <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>                             |
| <p>2. Create a new service In-House: KCC to deliver countywide via new Team.</p>                                     | <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> |

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| <p>3. Externally commission a new service.</p> | <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 relationships which supports uptake of provision.</li> <li>• Robust contract management will be in place to monitor performance.</li> </ul> | <ul style="list-style-type: none"> <li>• A procurement process will be required.</li> <li>• Longer timescale for implementation.</li> <li>• TUPE implications would apply in specific circumstances</li> </ul> |
|--|---|--|

**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:**

**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 on 6 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

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

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

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.

## Support documents

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

**Reference No:** 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.

**Key** Yes

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

### Title:

**21/00068 - Implementing a new Facilities Management Model**

### The Decision needed:

### Proposed decision:

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 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

### **Reason if Key Decision**

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.

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

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

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| <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>   |
| <b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b>  |
| <p><b>Title:</b><br/><b>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><br/><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 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</p> |

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.

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

The proposed decision was considered and endorsed by Adult Social Care

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| Cabinet Committee on 1 December 2021.  |
| <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><br/> 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><br/> PROD<br/> Report<br/> Appendix A<br/> Appendix B<br/> Appendix C</p> |

**NOT BEFORE 12 NOVEMBER 2021**

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| <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><br/> <b>21/00089 - Kent Minerals and Waste Local Plan 2013-30: 2021 Review - Public Consultation</b></p> <p><b>The Decision needed:</b></p>  |

**Proposed decision**

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.

**How the proposed decision meets the objectives of ‘Setting the Course’: Kent County Council’s Interim Strategic Statement (December 2020)**

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.

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.

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

**Who is taking the Decision**

Cabinet Member for Environment

**Date:**

Not before November 2021

**Reason if Key Decision**

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

**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 costs of preparing a review of the 2016 Kent Minerals and Waste Local Plan will need to be met from existing KCC budgets.

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.

### Support documents

**NOT BEFORE 8 OCTOBER 2021**

**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:**

**21/00079 - 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**

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| <p><b>Who is taking the Decision</b><br/>Cabinet Member for Community and Regulatory Services</p> <p><b>Date:</b><br/>Not before October 2021</p> <p><b>Reason if Key Decision</b></p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p> |
| <p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>   |
| <p><b>Consultees</b></p>   |
| <p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>   |
| <p><b>Your name, Your Service, Your phone number and email address:</b></p> <p><b>Support documents</b></p>  |

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| <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.<br/>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> |
| <p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>   |
| <p><b>Title:</b><br/><b>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></p>   |

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| <p>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><br/>Cabinet Member for Integrated Children's Services</p> <p><b>Date:</b><br/>Not before October 2021</p> <p><b>Reason if Key Decision</b><br/>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><br/>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</p>  |

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

**Support documents**

**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**



**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**

**NOT BEFORE 21 JULY 2021**

**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**

**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  
Report  
Annex 1  
Annex 2  
Annex 3

**NOT BEFORE 24 MARCH 2021**

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

**Reference No:** 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&A strategic leadership body and system provider partnership.

**Key** Yes

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

**Title:**

**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&A)**

**The Decision needed:**

Proposed decision

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.

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 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

**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 expectation is that the proposals set out will not result in any significant additional funding or investment commitment from the council.

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&A health, social care and other services.

**Support documents**

NOT BEFORE 5 MARCH 2021

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

**Reference No:** 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.

**Key** Yes

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

**Title:**

**21/00017- Proposal to establish a 16 place Specialist Resourced Provision (SRP) for ASD at Garlinge Primary School & Nursery from September 2021**

**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**

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

Cabinet Member for Education and Skills

#### **Date:**

Not before March 2021

### **Reason if Key Decision**

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

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

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

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

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

### **Consultees**

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

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

**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.

**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.

**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 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 EqlA 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.

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| <b>Reason if this decision has been delayed/withdrawn from a previous plan</b>  |
| <b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>   |
| <p><b>Consultees</b></p> <p>The decision is based on consultation feedback from the 5 Year Plan. Consultation included targeted workshops and a public consultation. Members were also involved via a cross-party Member workshop and political group briefings. The Leader also wrote personally to key partners to welcome their views in the consultation.</p> <p>The proposed decision will be discussed at the Environment and Transport Cabinet Committee on 31 March and final decision will be taken at Cabinet on 27 April 2020.</p> |
| <b>Section 4 – Responsible Officer – Who to contact for more information.</b>   |
| <p><b>Your name, Your Service, Your phone number and email address:</b><br/>An allocation for funding has been made from the Growth for Strategic Statement Priorities revenue budget line. There is also potential for Districts and Boroughs to match fund.</p> <p><b>Support documents</b></p>   |

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

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| <p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> Any legal implications will be identified in the report to the Cabinet Member for Education and Skills before he takes his decision to allocate the funding.</p> <p><b>Key</b> Yes</p> |
| <b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b>  |
| <p><b>Title:</b><br/><b>20/00007 - Proposal to permanently increase the capacity at Pilgrims Way Primary School, Pilgrims Way Canterbury CT1 1XU</b></p> <p><b>The Decision needed:</b><br/><b>Background –</b></p>   |



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 borrower. KCC also collects anonymised information about protected characteristics as part of its Equalities Impact Assessment monitoring.

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

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

### **Consultees**

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

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

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

The loan of £5.3m will be capital funding allocated from non KCC funding sources (that is, the SELEP Growing Places Fund). KCC estimates that there will be revenue costs associated with application processing, appraisal, valuation and legal costs: these can be confirmed at the application stage. There will also be an ongoing administrative cost to KCC related to monitoring over the period of the loan, which would be covered by an administration charge levied on the borrower.

### **Support documents**

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

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

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

**Key** Yes

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

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

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

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

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

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

**Proposed Decision:**

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

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

**Who is taking the Decision**  
Cabinet Member for Education and Skills

**Date:**  
Not before November 2019

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| <p><b>Reason if Key Decision</b><br/>An EqlA has been completed. There are no issues identified, but officers will continue to monitor.</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 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:</p> <ul style="list-style-type: none"> <li>▪ <b>All schools in the Dartford Borough</b></li> <li>▪ <b>Elected Members (Kent County Council, Dartford Borough Council)</b></li> <li>▪ <b>Parish and Town Councils</b></li> <li>▪ <b>Local MPs</b></li> <li>▪ <b>Dioceses of Rochester and Southwark</b></li> <li>▪ <b>Church Groups</b></li> <li>▪ <b>Residents Groups</b></li> <li>▪ <b>Children’s Centres, Community and Voluntary Groups, Youth Groups</b></li> </ul> <p>This matter will be considered at the CYPE Cabinet Committee meeting on 15<sup>th</sup> November 2019 – Ian Watts will be in attendance.</p> |
| <p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>   |
| <p><b>Your name, Your Service, Your phone number and email address:</b><br/>Capital:<br/>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.</p> <p>Revenue Funding:<br/>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.</p> <p>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.</p> <p>Pupil Growth Funding<br/>The school will receive growth funding in accordance with the Pupil Growth Policy established by KCC and its Schools' Funding Forum.</p> <p><b>Support documents</b></p>  |



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

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| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Community and Regulatory Services</p> <p><b>Reference No:</b> Kent County Council (KCC) does not have a legal duty to provide sites in Kent for the Gypsy and Traveller community. This is a statutory duty placed upon the district and borough councils to discharge as part of their local plans. All local councils are required to produce an up-to-date Local Plan for their area, to guide the spatial development of the borough.</p> <p><b>Key</b> Yes</p>   |
| <p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>   |
| <p><b>Title:</b><br/><b>19/00052 - Gypsy and Traveller Pitch Allocation Policy</b></p> <p><b>The Decision needed:</b><br/>Proposed Decision:</p> <p>To revise and update Kent County Council’s (KCC) Gypsy and Traveller Service Allocations Policy for managed sites.</p> <p>Background:</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> |

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

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

Cabinet Member for Community and Regulatory Services

### **Date:**

Not before July 2019

### **Reason if Key Decision**

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

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

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

### **Consultees**

The proposed decision will be discussed at the Environment and Transport Cabinet Committee on 16 July 2019.

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

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

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

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

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

### **Support documents**

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

**Reference No:** This opportunity has not been subject to competition. This is supported by Regulation 32(2)(b)(ii) of the Public Contract Regulations which states that a Negotiated Procedure without Prior Publication may be used



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| <p>where services can be supplied only by a particular economic operator where competition is absent for technical reasons</p> <p><b>Key</b> Yes</p>  |
| <p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>   |
| <p><b>Title:</b><br/> <b>19/00055 - Contract for Post Mortem Facilities at Mid Kent and Medway Coroner Area</b></p> <p><b>The Decision needed:</b><br/>         To award a 4 year contract to Maidstone &amp; Tunbridge Wells NHS Trust (MTW) for the provision of post mortem (PM) facilities at Tunbridge Wells Hospital, Pembury for the Mid Kent &amp; Medway coroner area.</p>   |
| <p><b>Section 2 – Who is taking the final decision and when</b></p>   |
| <p><b>Who is taking the Decision</b><br/>         Cabinet Member for Community and Regulatory Services</p> <p><b>Date:</b><br/>         Not before July 2019</p> <p><b>Reason if Key Decision</b><br/>         An Equality Impact Assessment has been carried out and there is no potential for discrimination and all opportunities to promote equality are currently being taken in line with KCC policies and statutory requirement. Should any issues arise they will be dealt with in accordance with KCC policies and statutory requirements.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p> |
| <p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>  |
| <p><b>Consultees</b></p> <p>The proposed decision was considered and endorsed at the Environment and Transport Cabinet Committee on 16 July 2019.</p>   |
| <p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>  |
| <p><b>Your name, Your Service, Your phone number and email address:</b><br/>         Based on 2018-19 activity levels the estimated cost for the 4 years is £676,000</p> <p><b>Support documents</b></p>  |

NOT BEFORE 30 APRIL 2019 BY CABINET MEMBER

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

**Reference No:** N/A

**Key** Yes

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

**Title:**

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

**The Decision needed:**

Background:

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

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

Proposed decision:

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

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

**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

**Date:**

Not before April 2019

**Reason if Key Decision**

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

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

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| <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>A consultation will take place in April/May 2019.</p> <p>The Children’s, Young People and Education Cabinet Committee will receive a report on this matter in June 2019.</p> <p>The view of the local members will be sought as part of the consultation.</p>   |
| <b>Section 4 – Responsible Officer – Who to contact for more information.</b>   |
| <p><b>Your name, Your Service, Your phone number and email address:</b></p> <p>The Elms School will receive the funding for the pupils in line with the funding allocated to special schools through KCC’s funding formula. A feasibility study needs to be undertaken to access what, if any accommodation will need to be needed to enable the increase in the designated number.</p> <p><b>Support documents</b></p> |

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| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> KCC will accept the contractual responsibilities for the construction contracts to deliver the new school.</p> <p><b>Key No</b></p>   |
| <b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>   |
| <p><b>Title:</b><br/> <b>19/00037 - New St Andrew's Primary Free School Contract Approval</b></p> <p><b>The Decision needed:</b><br/> <b>Background:</b></p> <p>In July 2016 the Department for Education approved a Wave 11 bid proposed by the Tenax Trust to establish the St Andrew’s Primary Free School at Paddock Wood, Tunbridge Wells. The proposed new school will have the capacity for 420 pupils (2 FE) from reception to year 6. The bid also included an estimated 60 nursery places. The Education and Skills Funding Agency (ESFA) is responsible for funding the delivery of the new</p> |

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 Palmmarsh Primary School to 1FE.

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

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

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

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

### **Consultees**

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

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

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

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

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

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

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

**Support documents**

**NOT BEFORE JANUARY 2018 BY CABINET MEMBER**

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

**Reference No:** Provision of this service is a statutory responsibility. The market was tested to establish levels of interest.

**Key** Yes

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

**Title:**  
**17/00125 - Healthwatch Kent interim contract**

**The Decision needed:**

Proposed decision: To agree:-

- a) the implementation of an interim contract for the provision of a Local Healthwatch for Kent for the period April 1<sup>st</sup> 2018 to March 31<sup>st</sup> 2020, with sufficient break clauses to end earlier where appropriate; and
- b) To incorporate the Service User Forum and Mental health Action Groups into the Healthwatch Kent contract

How the decision relates to Corporate Objectives

- Commissioning Framework Principle 7: Customers at the heart of our commissioning approach
- KCC's commissioning of a Healthwatch for Kent is required by duties under the Health and Social Care Act 2012, which built upon the Local Government and Public Involvement in Health Act 2007

The matter is referred to in the Business Plan/Medium Term Capital Programme.

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

**Who is taking the Decision**

Deputy Leader and Cabinet Member for Finance and Traded Services

**Date:**

Not before January 2018

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| <p><b>Reason if Key Decision</b><br/>No equalities implications – whole Kent provision.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>  |
| <p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>   |
| <p><b>Consultees</b></p> <p>The proposed incorporation of the Service User Forum and Mental health Action Groups into the Healthwatch Kent contract was discussed by the Adult Social Care Cabinet Committee on 23 November 2017.</p> <p>The interim contract will be discussed by the Health Reform and Public Health Cabinet Committee on 24 January 2018.</p> |
| <p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>   |
| <p><b>Your name, Your Service, Your phone number and email address:</b><br/>The value of the proposed interim contract is up to £1.46M (£730k pa) for the period 1 April 2018 to 31 March 2020.</p> <p><b>Support documents</b></p>  |

**NOT BEFORE OCTOBER 2017 BY CABINET MEMBER**

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| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate and Democratic Services</p> <p><b>Reference No:</b> None</p> <p><b>Key</b> Yes</p>  |
| <p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>   |
| <p><b>Title:</b><br/><b>17/00094 - Disposal of Land East of Great Chart Primary School, Singleton</b></p> <p><b>The Decision needed:</b><br/>Approval to the Director of Infrastructure to progress with and enter into the necessary documentation to complete the disposal of the aforementioned property in consultation with the Cabinet Member for Corporate and Democratic Services. The Decision will seek legal agreements to be actioned to complete</p> |



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| the sale of the relevant properties.   |
| <b>Section 2 – Who is taking the final decision and when</b>   |
| <p><b>Who is taking the Decision</b><br/>Cabinet Member for Corporate and Democratic Services</p> <p><b>Date:</b><br/>Not before October 2017</p> <p><b>Reason if Key Decision</b><br/>None</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b><br/>Securing a capital receipt to fund the capital programme and to streamline the Council's property portfolio to achieve financial and efficiency benefits in line with appropriate policy</p> |
| <b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>  |
| <p><b>Consultees</b></p> <p>Property decisions to be discussed at the Property Sub Committee.</p>  |
| <b>Section 4 – Responsible Officer – Who to contact for more information.</b>  |
| <p><b>Your name, Your Service, Your phone number and email address:</b><br/>Property holding costs will cease upon sale.</p> <p><b>Support documents</b></p>   |

## LONG TERM

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| <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><br/><b>Lawn Primary School, Gravesend - New Playing Field</b></p> <p><b>The Decision needed:</b></p>                             |

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.

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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.

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

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

Cabinet Member for Corporate and Democratic Services

### **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**

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| <p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> 16/00101</p> <p><b>Key</b> Yes</p>   |
| <p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>   |
| <p><b>Title:</b><br/><b>16/00101 - Proposal to expand Marden Primary School</b></p> <p><b>The Decision needed:</b><br/>The Cabinet Member for Children, Young People and Education will be asked to agree to:</p> <ul style="list-style-type: none"><li>i. Expand Marden Primary School, Goudhurst Road, Marden, Tonbridge, Kent, TN12 9JX, from 280 places to 420 places, increasing the published admission number (PAN) from 40 to 60 for Year R entry in September 2018</li><li>ii. Allocate the budget from the Basic Needs budget (full details to be provided within the Education and Young People’s Services Cabinet Committee Report)</li></ul> <p>In accordance with Appendix 4 Part 2 16 (a) of the Council’s constitution, the Council’s Executive Scheme of Officer Delegation provides that “Once a Member-level decision has been taken.....the implementation of that decision should be delegated to officers...” In this instance it is envisaged that the Director of Infrastructure will inherit the authority to act and will enter into any necessary contracts/ agreements on behalf of the County Council or further delegate responsibilities in accordance with 16 (c) of the same scheme “Senior Managers exercising delegated powers will...be able to sub-delegate...functions to more junior officers”</p> |
| <p><b>Section 2 – Who is taking the final decision and when</b></p>   |
| <p><b>Who is taking the Decision</b><br/>Cabinet Member for Children, Young People and Education</p> <p><b>Date:</b><br/>Not before January 2018</p> <p><b>Reason if Key Decision</b><br/>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</p>   |

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 &**

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| <p>Democratic Services</p> <p><b>Reference No:</b> 13/00095</p> <p><b>Key</b> Yes</p>  |
| <p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>  |
| <p><b>Title:</b><br/> <b>Disposal - Residential Land adjoining Great Clayne Lane Farm, Gravesend.</b></p> <p><b>The Decision needed:</b><br/> To seek approval for the Director of Property and Infrastructure Support in consultation with the Cabinet Member for Corporate and Democratic Services to progress with and enter into the necessary legal documentation to complete the disposal of residential land adjoining Great Clayne Lane Farm, Gravesend following the marketing of the site. The site has been marketed and offers received, shortlisted and a preferred purchaser has been identified. The Decision will seek for legal agreements to be actioned to complete the sale of the property.</p> |
| <p><b>Section 2 – Who is taking the final decision and when</b></p>  |
| <p><b>Who is taking the Decision</b><br/> Cabinet Member for Corporate &amp; Democratic Services</p> <p><b>Date:</b><br/> Not before October 2015</p> <p><b>Reason if Key Decision</b><br/> Financial criteria is likely to be exceeded</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>  |
| <p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>   |
| <p><b>Consultees</b></p> <p>Local Members Colin Caller and Jane Cribbon will be consulted before the decision is taken and all members of the council notified.</p>  |
| <p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>   |
| <p><b>Your name, Your Service, Your phone number and email address:</b><br/> Lead officer: Rebecca Spore<br/> Director of Property &amp; Infrastructure Support<br/> Tel: 01622 - 221151</p>   |

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**

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| <p><b>Consultees</b></p> <p>The proposed decisions will be discussed at Policy &amp; Resources' Property Sub Committee following marketing.<br/>The property is situated within the electoral division of Folkestone West. Cllr Hod Birkby has been consulted.</p> |
| <p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>   |
| <p><b>Your name, Your Service, Your phone number and email address:</b><br/>Alyson McKenna,<br/>01622 696032<br/>alyson.mckenna@kent.gov.uk<br/>Rebecca Spore,<br/>01622 221151<br/>rebecca.spore@kent.gov.uk</p> <p><b>Support documents</b></p>                  |

**DEFERRED**

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| <p><b>Responsible Cabinet Member - Cabinet Member for Corporate &amp; Democratic Services</b></p> <p><b>Reference No:</b></p> <p><b>Key</b> Yes</p>   |
| <p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>   |
| <p><b>Title:</b><br/><b>Sandwich Highways Depot</b></p> <p><b>The Decision needed:</b><br/><b>Update 09/03/2015:</b><br/><b>DEFERRED: The disposals team at KCC are currently working on new plans for the site in order to ensure that the maximum value is secured; surveys are being carried out with a view to marketing the site in the future dependent on the outcome of those surveys.</b></p> <p><b>Latest Update:</b><br/>19/05/2014: Decision due date changed from 23/12/2013 to 'Not before' 01/11/2014.<br/><b>REASON: The disposals team at KCC are currently working on new plans for the</b></p> |

site in order to ensure that the maximum value for the site is secured. Options appraisal work is underway and this work is expected to take approx. 6 months, therefore an expected decision date is set for November.

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

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

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

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

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

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

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

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

Cabinet Member for Corporate & Democratic Services

**Date:**

**Reason if Key Decision**

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

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

### **Consultees**

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



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

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

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

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

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

**Support documents**

**Responsible Cabinet Member -**

**Reference No:** 12/020231

**Key No**

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

**Title:**

**Eden Centre Lease**

**The Decision needed:**

**LATEST UPDATE:**

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

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

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**To seek agreement to the principle of granting a long lease to a charitable community interest company or similar vehicle, of The Eden Centre, Four Elms Road, Edenbridge.**

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

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

Risks identified are:

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

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

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

**Date:**

### **Reason if Key Decision**

Not a key decision

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

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

### **Consultees**

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

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

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

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

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

### **Support documents**

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