



**Kent  
County  
Council**

**FORWARD PLAN OF DECISIONS**

**1 February 2012 - 27 July 2012**

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



Deputy Leader of the County Council – Alex King  
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.

Paper copies will be made available by contacting Andrew Ballard (telephone 01622 694297 or email [andrew.ballard@kent.gov.uk](mailto:andrew.ballard@kent.gov.uk)).

<b>The Kent County Council Cabinet Members are:</b>	
Mr Paul Carter	Leader of the Council
Mr Alex King	Deputy Leader for Democracy and Partnerships
Mr Roger Gough	Cabinet Member for Business Strategy, Performance & Health Reform
Mr John Simmonds	Cabinet Member for Finance & Business Support
Mr Graham Gibbens	Cabinet Member for Adult Social Care & Public Health
Mr Bryan Sweetland	Cabinet Member for Environment, Highways & Waste
Mr Kevin Lynes	Cabinet Member for Regeneration & Enterprise
Mr M Whiting	Cabinet Member for Education, Learning & Skills
Mr Mike Hill	Cabinet Member for Communities, Customer Services & Improvement
Mrs Jenny Whittle	Cabinet Member for Specialist Children's Services -

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.

## FORWARD PLAN SUMMARY

### Summary of all forthcoming executive decisions in month order

Month			
Date	Subject Matter	Decision Maker	Page No.
<b>FEBRUARY BY COUNTY COUNCIL</b>			
February 2012	Budget and council tax level for 2012/13 and Medium Term Plan 2012/15 - 11/01767	County Council	7
<b>FEBRUARY BY INDIVIDUAL CABINET MEMBER</b>			
February 2012	Proposed Revision of Rates Payable and Charges Levied for Adult Social Care 2012-2013 - 11/01788	Cabinet Member for Adult Social Care & Public Health	9
February 2012	To Agree proposal for land transfer to Swale BC agree service equipment for a new Community Hub and the timelines and process that need to follow - 11/01794	Cabinet Member for Business Strategy, Performance & Health Reform, Cabinet Member for Regeneration and Enterprise	11
February 2012	New speech and language unit at Sittingbourne Community College - 11/01785	Cabinet Member for Education, Learning & Skills	13
February 2012	Proposal to close Linden Grove Primary School and replace it with a primary provision in the Ashford Academy; and to relocate the Ray Allen Centre to new facilities within the locality - 10/01467	Cabinet Member for Education, Learning & Skills	15
February 2012	Approval of criteria for prioritisation of Supported Bus Services and the award of tenders for contracts commencing 1 April 2012 for a 4-year period - 11/01813	Cabinet Member for Environment, Highways and Waste	17
February 2012	Award of tenders for supported bus services for 4-year period commencing 1 April 2012 (tenders will be invited for about 25% of supported bus services) - 11/01763	Cabinet Member for Environment, Highways and Waste	19
Between February 2012 and March 2012	Swale Borough Core Strategy Preferred Strategy and Supporting Development Options - 11/01662	Cabinet Member for Environment, Highways and Waste	21
February 2012	English National Concessionary Travel Scheme for Kent 2012/13 - 11/01764	Cabinet Member for Environment, Highways and Waste	23
February 2012	English National Concessionary Travel Scheme (ENCTS) procurement - 11/01812	Cabinet Member for Environment, Highways and Waste	25
February 2012	Expansion East Kent: Regional Growth Fund Allocation - 11/01795	Cabinet Member for Regeneration and Enterprise	27

February 2012	Development of a new model and structure for Children's Social Services - 11/01687	Cabinet Member for Specialist Children's Services	29
February 2012	Proposed Revision of Rates Payable and Charges Levied for Children's Social Care 2012-2013 - 11/01789	Cabinet Member for Specialist Children's Services	31
<b>MARCH BY CABINET</b>			
March 2012	Special Educational Needs (SEN) Strategy and Policy Paper	Cabinet	33
March 2012	Equality Objectives for Kent	Cabinet	35
March 2012	Review of the Household Waste Recycling Centres' policy and network - 11/01815	Cabinet	37
March 2012	To determine the coordinated scheme for Admissions to Primary and Secondary Schools in 2013 and the Admissions arrangements for community and voluntary controlled schools - 11/01808	Cabinet	39
<b>MARCH BY INDIVIDUAL CABINET MEMBER</b>			
March 2012	Personal Health Budget Programme Section 75 - 11/01737	Cabinet Member for Adult Social Care & Public Health	41
March 2012	The treatment of second homes in the non-residential charging assessment - 12/01842	Cabinet Member for Adult Social Care & Public Health	43
March 2012	The treatment of jointly-owned property in the residential charging calculation - 12/01843	Cabinet Member for Adult Social Care & Public Health	45
March 2012	Temporary Financial Assistance for Residential Care - 12/01844	Cabinet Member for Adult Social Care & Public Health	47
Not before March 2012	Ashford Borough Council's Core Strategy Review Preferred Options (Reg 25) - 12/01827	Cabinet Member for Environment, Highways and Waste	49
Between March 2012 and April 2012	To adopt a model for a new 16+ Travel Pass, within the KCC Post-16 Transport Policy, that is part subsidised by KCC and Kent Post-16 providers - 12/01846	Cabinet Member for Education, Learning & Skills	51
Not before March 2012	Maidstone Borough Council Core Strategy Submission (Regulation 27) consultation - 12/01828	Cabinet Member for Environment, Highways and Waste	53
Between March 2012 and April 2012	Review of Appledore Reception Centre for Unaccompanied Asylum Seeking Young People - 12/01831	Cabinet Member for Specialist Children's Services	55
<b>APRIL BY CABINET</b>			
April 2012	Business Plans 2012/13 - 12/01829	Cabinet	57
<b>APRIL BY INDIVIDUAL CABINET MEMBER</b>			
Between	Independent Living Schemes (including Home	Cabinet Member for	59

April 2012 and May 2012	Support Network and Life Choice) - 11/01791	Adult Social Care & Public Health	
Between April 2012 and May 2012	Mental Health Community Support Services - 11/01746	Cabinet Member for Adult Social Care & Public Health	61
April 2012	Shepway Learning Disability Day Services - 11/01747	Cabinet Member for Adult Social Care & Public Health	63
Between April 2012 and May 2012	Review of Minnis Day Centre for Older People - 12/01832	Cabinet Member for Adult Social Care & Public Health	65
Not before April 2012	Finalising the procurement of external services in the day to day management of Oakwood House - 12/01836	Cabinet Member for Business Strategy, Performance & Health Reform	67
Not before April 2012	Procurement of external property services under a new Framework and associated contracts - 12/01835	Cabinet Member for Business Strategy, Performance & Health Reform	69
April 2012	Tunbridge Wells Core Strategy Review : Regulation 27 Submission - 11/01736	Cabinet Member for Environment, Highways and Waste	71
Not before April 2012	Procurement of property vehicle for surplus land owned by Kent County Council to allow the provision of new operational facilities in each district as part of asset collaboration - 12/01837	Cabinet Member for Business Strategy, Performance & Health Reform	73
Not before April 2012	Outlining facilities management strategy for the whole property estate- 12/01838	Cabinet Member for Business Strategy, Performance & Health Reform	75
Not before April 2012	Local Authority Mortgage Scheme - 12/01841	Cabinet Member for Finance & Business Support, Cabinet Member for Regeneration and Enterprise	77
<b>MAY BY CABINET</b>			
May 2012	Excellent Homes for All	Cabinet	79
<b>MAY BY INDIVIDUAL CABINET MEMBER</b>			
Between May 2012 and June 2012	Adult Placement Scheme - 11/01790	Cabinet Member for Adult Social Care & Public Health	81
May 2012	Kent Post 16 transportation Policy – To agree the post 16 transportation policy - 12/01847	Cabinet Member for Education, Learning & Skills	83
December 2012	Kent Minerals and Waste Development Framework documents:- 11/01719	Cabinet	85

## FEBRUARY BY COUNTY COUNCIL

<p><b>Responsible Cabinet Member - County Council</b></p> <p><b>Reference No:</b> 11/01767</p> <p><b>Key No</b></p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>Budget and council tax level for 2012/13 and Medium Term Plan 2012/15 - 11/01767</b></p> <p><b>The Decision needed:</b>          Approval of budget and council tax level for 2012/13 and Medium Term Plan 2012/15</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>          County Council</p> <p><b>Date:</b>          February 2012</p> <p><b>Reason if Key Decision</b>          The Budget Book and Medium Term Plan (Draft for County Council) will be considered for approval at the County Council meeting on 9th February 2012. Although this is not a Key Decision as such, the Forward Plan is used as a mechanism to give added transparency to the milestones of the Budget and MTP process.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b>          N/a</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>Informing Only</b>          Who and when?          Public Consultation – October 2011          Kent Youth County Council – October 2011          Trade Unions – January 2012          Business Community – January 2012</p>

**Who is it necessary to consult?**

Public, Trade Unions, Business Community, Policy Overview & Scrutiny Committees

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?**

Policy Overview and Scrutiny Committees are involved throughout the budget process in order that their recommendations and priorities can be fed back to Cabinet Members.

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

The delivery of the Medium Term Plan and annual budget is listed as a key activity in the Finance and Procurement Division Business Plan.

**Closing date for consultation/receiving comments:**

n/a

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

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

Andy Wood, Acting Corporate Director of Finance and Procurement, 01622 694622, andy.wood@kent.gov.uk

Dave Shipton, Acting Head of Financial Strategy, 01622 694597, dave.shipton@kent.gov.uk

**Support documents**

None.



## FEBRUARY BY INDIVIDUAL CABINET MEMBER

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Adult Social Care &amp; Public Health</p> <p><b>Reference No:</b> 11/01788</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>Proposed Revision of Rates Payable and Charges Levied for Adult Social Care 2012-2013 - 11/01788</b></p> <p><b>The Decision needed:</b> Approval to the revision of the rates payable and charges levied by the Families and Social Care Directorate for adult social care services to clients for 2012-2013</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet Member for Adult Social Care &amp; Public Health</p> <p><b>Date:</b> February 2012</p> <p><b>Reason if Key Decision</b> County wide changes in the fees charged and rates levied for Adult Social Care, with effect from April 2012.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b> N/a</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>Informing Only</b> N/A</p> <p><b>Who is it necessary to consult?</b> Consultation takes place with staff in the Families and Social Care Directorate and with corporate colleagues. Before the report can be written, information is required from an external organisation such as Benefits Agency/Department for Work and Pensions.</p>

Members of the County Council are also consulted before the report is written, as part of the budget process.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

Yes, 20 September 2011

The following four proposals were put forward for consultation and had been discussed earlier in the week by members of the Cabinet and the Adult Social Care and Public Health Policy Overview and Scrutiny Committee:

1. Charge people who use mental health services in the same way as all other people in receipt of services.
2. Include day care and transport as part of the services for which a charge can be made.
3. Increase the amount of available income that is taken into account when working out a person's charge from 85% to 100%.
4. Reduce the standard amount allowed for the Disability Related Expenditure Assessment (DREA) from £21 to £17 per week for everyone.

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes, it is referred to within the Directorates Revenue Business Plan for 2012-2013

**Closing date for consultation/receiving comments:**

End January 2012

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

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

Tracy Smith, Directorate Accountant  
01622 221773- [tracy.smith@kent.gov.uk](mailto:tracy.smith@kent.gov.uk)

**Support documents**

None.

**Responsible Cabinet Member** - Cabinet Member for Business Strategy, Performance & Health Reform, Cabinet Member for Regeneration and Enterprise

**Reference No:** 11/01794

**Key** Yes

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

**Title:**  
**To Agree proposal for land transfer to Swale BC agree service equipment for a new Community Hub and the timelines and process that need to follow - 11/01794**

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

**Who is taking the Decision**

Cabinet Member for Business Strategy, Performance & Health Reform, Cabinet Member for Regeneration and Enterprise

**Date:**

February 2012

**Reason if Key Decision**

Key decision as the proposal impacts on a number of Cabinet Portfolio holder service

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

N/a

**Section 3 – Who is to be consulted, how and when, including relevant scrutiny councillors**

**Consultees**

Swale Cabinet on 9 February 2011 outlining the name of their development partner.

No discussion to date with Scrutiny Councillors

**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**

Re-balancing Kent – August 2010, Unlocking Kent's Potential, Customer Strategy, Bold Steps for Kent

**Responsible Cabinet Member** - Cabinet Member for Education, Learning & Skills

**Reference No:** 11/01785

**Key** Yes

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

**Title:**  
**New speech and language unit at Sittingbourne Community College - 11/01785**

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

**Who is taking the Decision**  
Cabinet Member for Education, Learning & Skills

**Date:**  
February 2012

**Reason if Key Decision**  
Expenditure or savings of > £1m

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

**Section 3 – Who is to be consulted, how and when, including relevant scrutiny councillors**

**Consultees**

**Informing Only**

**Who is it necessary to consult?**  
N/A

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**  
Yes – Resources and Infrastructure 15 April 2010

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**  
Yes

**Closing date for consultation/receiving comments:**  
N/A

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

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

Bruce MacQuarrie  
bruce.macquarrie@kent.gov.uk

**Support documents**

None.

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Education, Learning &amp; Skills</p> <p><b>Reference No:</b> 10/01467</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>Proposal to close Linden Grove Primary School and replace it with a primary provision in the Ashford Academy; and to relocate the Ray Allen Centre to new facilities within the locality - 10/01467</b></p> <p><b>The Decision needed:</b>  To issue a public notice to close Linden Grove Primary School and replace it with a primary provision in the Ashford Academy; and to relocate the Ray Allen Centre to new facilities within the locality.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet Member for Education, Learning &amp; Skills</p> <p><b>Date:</b>  February 2012</p> <p><b>Reason if Key Decision</b>  Significant service developments, reduction, changes in delivery</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b>  N/a</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>Informing Only</b>  Who and when?  <b>N/A</b></p> <p><b>Who is it necessary to consult?</b>  MP, Local Members, Local Councils, Parents, Staff, Pupils, Professional Associations and Diocesan Boards of Education.  Consultation will be carried out in accordance with KCC policy and The</p>

School Organisation (Establishment and Discontinuance of Schools) Regulations 2007.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No. The proposal was discussed by the School Organisation Advisory Board on 14 July 2010 seeking permission to consult on the proposal and will return to the School Organisation Advisory Board in February 2012 to discuss the outcome of the consultation

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Medium Term Capital Programme

**Closing date for consultation/receiving comments:  
To be confirmed**

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

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

David Adams, Area Education Officer  
Email david.adams@kent.gov.uk

**Support documents**

None.



**Responsible Cabinet Member** - Cabinet Member for Environment, Highways and Waste

**Reference No:** 11/01813

**Key** Yes

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

**Title:**

**Approval of criteria for prioritisation of Supported Bus Services and the award of tenders for contracts commencing 1 April 2012 for a 4-year period - 11/01813**

**The Decision needed:**

KCC currently commits around £6.4m (net) to supporting local bus services which are not provided commercially. These are largely catering for people living in rural areas and to enable services to operate in the evenings and at weekends.

Approval is sought to update the criteria through which KCC prioritises spending on Supported Bus Services based on access to work, learning, healthcare and essential food shopping, days of operation and cost per passenger journey. These criteria will be used to determine support in the event of a commercial bus service being deregistered or notice being given by an operator of an existing subsidised bus service as well as to prioritise support should there be a reduction in KCC funding for bus services.

Each year around 25% of supported bus contracts are retendered to ensure value for money through competitive tendering. Approval is sought of the proposed awards of tenders commencing on 1 April 2012.

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

**Who is taking the Decision**

Cabinet Member for Environment, Highways and Waste

**Date:**

February 2012

**Reason if Key Decision**

Need to meet budget targets in Medium Term Financial Plan for supported bus services

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

N/a

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

## **Consultees**

### **Informing Only:**

Who and when?

KCC Members as well as District and Parish Councils would be consulted in the event of a proposal to withdraw funding of lower priority KCC supported services in their area. Passengers would be consulted via on-bus notices.

With regard to the annual award of tenders, bus operators will be informed by 10 February 2012 to give 50 days notice of award of contract.

### **Who is it necessary to consult?**

As above as a consequence of this Key Decision.

### **Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?**

A report updating the proposed criteria for prioritisation of Supported Bus Services was discussed by Environment, Highways & Waste POSC on 22 Nov 2011. The recommendations to the Cabinet Member were endorsed. It has also been considered by and has the support of the Finance Working Group to this Committee

### **Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Both

### **Closing date for consultation/receiving comments:**

31 December 2011 (return of tenders by bus operators)

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

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

Stephen Gasche, Transport and Safety Policy Team,  
KCC – Highways and Transportation  
01622 221995 stephen.gasche@kent.gov.uk

### **Support documents**

None.

**Responsible Cabinet Member** - Cabinet Member for Environment, Highways and Waste

**Reference No:** 11/01763

**Key** Yes

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

**Title:**

**Award of tenders for supported bus services for 4-year period commencing 1 April 2012 (tenders will be invited for about 25% of supported bus services) - 11/01763**

**The Decision needed:**

Approval of proposed awards of tenders for supported bus services

Contributes towards Council’s corporate objective of achieving Value for Money through competitive tendering process, and meets requirement of reduced budget for supported bus services in Medium Term Financial Plan for years 2012/13 and 2013/14

Risk of marginalising people dependent on rural bus services if there is a need for further withdrawal of supported bus services (in addition to any which will have been implemented from 1 January 2012)

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

**Who is taking the Decision**

Cabinet Member for Environment, Highways and Waste

**Date:**

February 2012

**Reason if Key Decision**

Need to meet budget targets in Medium Term Financial Plan for supported bus services

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

N/a

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

**Consultees**

**Informing Only:**

Who and when?

Bus operators – by 1 February 2012 to give 56 days notice of award of contract

**Who is it necessary to consult?**

Bus operators will be invited to submit tenders for contracts

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes – it is included in the Business Plan

**Closing date for consultation/receiving comments:**

31 December 2011 (return of tenders by bus operators)

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

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

Stephen Gasche, Transport and Safety Policy Team,  
KCC – Highways and Transportation  
01622 221995 stephen.gasche@kent.gov.uk

**Support documents**

None.

**Responsible Cabinet Member** - Cabinet Member for Environment, Highways and Waste

**Reference No:** 11/01662

**Key No**

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

**Title:**

**Swale Borough Core Strategy Preferred Strategy and Supporting Development Options - 11/01662**

**The Decision needed:**

Cabinet Member to authorise the County Council’s response to consultation.

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

**Who is taking the Decision**

Cabinet Member for Environment, Highways and Waste

**Date:**

Between February 2012 and March 2012

**Reason if Key Decision**

Not applicable

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

N/a

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

**Consultees**

**Who is it necessary to consult?**

Relevant KCC officers, Cabinet Members and the Leader of the Borough Council will be consulted on KCC’s draft response. Local KCC Members may also be consulted

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes

**Closing date for consultation/receiving comments:**

See Section 2 above. Internal comments needed 4 weeks before consultation closes

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

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

Liz Shier -E&E Planning and Environment  
01622 221505 - Liz.shier@kent.gov.uk

**Support documents**

“Swale Borough Core Strategy Preferred Strategy and Supporting Development Options” is not yet available

**Responsible Cabinet Member** - Cabinet Member for Environment, Highways and Waste

**Reference No:** 11/01764

**Key** Yes

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

**Title:**

**English National Concessionary Travel Scheme for Kent 2012/13 - 11/01764**

**The Decision needed:**

KCC is required to publish in draft form the statutory conditions of the ENCTS in Kent for 2012/13. This includes reimbursement rates paid to bus operators for carrying ENCTS pass holders for journeys undertaken in the county.

Guidance is anticipated to be published by the Department for Transport in October 2011. It is proposed that the KCC scheme closely follows this guidance as any appeals by operators will be considered in this context.

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

**Who is taking the Decision**

Cabinet Member for Environment, Highways and Waste

**Date:**

February 2012

**Reason if Key Decision**

Need to meet budget targets for ENCTS in the Medium Term Financial Plan

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

N/a

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

**Consultees**

**Informing Only:**

Who and when?

The draft scheme must be published to bus operators by 1 December 2011 in order to enable negotiations with bus operators in advance of the publication of the final scheme documentation on 2 March 2012. The draft scheme must not leave operators worse off compared to the final scheme. If the operators object to the scheme, they then have 56 days from the start of the financial

year in which to appeal to the Secretary of State for Transport.

**Who is it necessary to consult?**

Bus operators

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes – both

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

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

David Joyner, Transport and Safety Policy Team,  
KCC – Highways and Transportation  
01622 696852 david.joyner@kent.gov.uk

**Support documents**

None.



**Responsible Cabinet Member** - Cabinet Member for Environment, Highways and Waste

**Reference No:** 11/01812

**Key** Yes

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

**Title:**

**English National Concessionary Travel Scheme (ENCTS) procurement - 11/01812**

**The Decision needed:**

KCC has a statutory duty to administer the ENCTS to provide free off-peak local bus travel for the elderly and disabled. Three back office contracts are essential to administer the scheme; a Smart Customer Record Management system, a Card Production Bureau and a HOPS Smart Ticketing Management System (which records journeys made by Smart tickets). The contracts for all of which expire at the end of March 2012. A procurement exercise is being undertaken and a final decision needs to be made to award replacement contracts.

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

**Who is taking the Decision**

Cabinet Member for Environment, Highways and Waste

**Date:**

February 2012

**Reason if Key Decision**

Value of contract in excess of £1m.

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

N/a

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

**Consultees**

**None**

Contract award essential to complete statutory duty and as long as contracts are awarded there will be no impact on the customer.

**Who is it necessary to consult?**

n/a

**Has the matter already been discussed by a Policy, Overview and**

**Scrutiny Committee?**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Both

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

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

Tom Pierpoint, Transport and Safety Policy Team, KCC – Highways and Transportation

01622 221303 tom.pierpoint@kent.gov.uk

**Support documents**

None.

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Regeneration and Enterprise</p> <p><b>Reference No:</b> 11/01795</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>Expansion East Kent: Regional Growth Fund Allocation - 11/01795</b></p> <p><b>The Decision needed:</b>  Government has allocated £40 million to KCC from the Regional Growth Fund. This will be used to fund ‘Expansion East Kent’, a programme of grants to businesses in East Kent for investments that will result in job creation.</p> <p>KCC will be required to decide:  a) Whether to accept the Government’s grant offer and enter into a contract with Government to act as the accountable body for the programme; and  b) The governance arrangements for the management of the programme.</p> <p>This decision supports delivery of Priority 8 of Delivering Bold Steps, which aims to help Kent to remain an attractive and competitive location for investment and to maximise opportunities from the Pfizer site at Sandwich.</p> <p>The risks involved in the decision are those associated with KCC’s liability for acting as accountable body for £40 million in Government funding.</p> <p>A report outlining the general principles involved will be taken to Cabinet in December 2011, with a further report for decision to the Cabinet Member for Regeneration and Economic Development in January 2012.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet Member for Regeneration and Enterprise</p> <p><b>Date:</b>  February 2012</p> <p><b>Reason if Key Decision</b>  Need to enter into a contract with Government to act as the accountable body for funds secured under the Regional Growth Fund.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>

N/a

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

**Consultees**

**Informing Only**

Who and when?

Department for Business, Innovation and Skills (following Decision)

East Kent Districts (via meetings of the East Kent Regeneration Board)

Sandwich Economic Development Task Force (via meetings of the Task Force)

**Who is it necessary to consult?**

There are no formal consultees.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No. However, KCC's application for Regional Growth Fund and the general principles of the Fund have been discussed.

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes. Contained within Regeneration and Economy Division Business Plan 2011/12 under East Kent Regeneration and Growth Strategy

**Closing date for consultation/receiving comments:**

N/A

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

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

Ross Gill - Economic Strategy and Policy Manager Business Strategy

01622 221312, Ross.gill@kent.gov.uk

**Support documents**

Expansion East Kent Regional Growth Fund bid document

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

**Reference No:** 11/01687

**Key** Yes

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

**Title:**

**Development of a new model and structure for Children's Social Services - 11/01687**

**The Decision needed:**

To approve a new model and structure for Children's Social Services.

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

**Who is taking the Decision**

Cabinet Member for Specialist Children's Services

**Date:**

February 2012

**Reason if Key Decision**

Creation of a new structure for the operational management of the service which will impact on a large number of staff.

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

N/a

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

**Consultees**

**Informing Only**

N/A

**Who is it necessary to consult?**

Staff will be consulted through the usual processes, and partner agencies will also be involved in the development of the new structure.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Delivering the Improvement Plan – *Putting Children First* – is a top priority within the Business Plan, and the Improvement Plan is specific about needing to change the structure of Specialist Children’s Services to make it fit for purpose in the future.

**Closing date for consultation/receiving comments:**

N/A

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

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

Alastair Pettigrew

Interim Director of Specialist Children’s Services

Families and Social Care

Tel: 01622 221573 - Email: [alastair.pettigrew@kent.gov.uk](mailto:alastair.pettigrew@kent.gov.uk)

**Support documents**

Putting Children First – Kent’s Improvement Plan

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

**Reference No:** 11/01789

**Key** Yes

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

**Title:**

**Proposed Revision of Rates Payable and Charges Levied for Children's Social Care 2012-2013 - 11/01789**

**The Decision needed:**

Approval to the revision of the rates payable and charges levied by the Families and Social Care Directorate for children's social care services to clients for 2012-2013

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

**Who is taking the Decision**

Cabinet Member for Specialist Children's Services

**Date:**

February 2012

**Reason if Key Decision**

County wide changes in the fees charged and rates levied for Children's Social Care, with effect from April 2012.

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

N/a

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

**Consultees**

**Informing Only**

N/A

**Who is it necessary to consult?**

Consultation takes place with staff in the Families and Social Care Directorate and with corporate colleagues. Before the report can be written, information is required from an external organisation such as Benefits Agency/Department for Work and Pensions/National Fostering Agency (NFA) and British Agencies for Adoption & Fostering (BAAF).

Members of the County Council are also consulted before the report is written,

as part of the budget process.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes, it is referred to within the Directorates Revenue Business Plan for 2012-2013

**Closing date for consultation/receiving comments:**

End January 2012

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

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

Tracy Smith, Directorate Accountant  
01622 221773 - tracy.smith@kent.gov.uk

**Support documents**

None.



## MARCH BY CABINET

<p><b>Responsible Cabinet Member - Cabinet</b></p> <p><b>Reference No:</b> N/a</p> <p><b>Key No</b></p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>Special Educational Needs (SEN) Strategy and Policy Paper</b></p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet</p> <p><b>Date:</b>  March 2012</p> <p><b>Reason if Key Decision</b>  N/a</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b>  N/a</p>
<p><b>Section 3 – Who is to be consulted, how and when, including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p><b>Informing Only</b>  No</p> <p><b>Who is it necessary to consult?</b>  Schools, parents, carers and interested professionals</p> <p><b>Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:</b>  No</p> <p><b>Is the matter referred to in your Business Plan or Medium Term Capital Programme?</b>  N/A</p> <p><b>Closing date for consultation/receiving comments:</b>  TBC</p>

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

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

Colin Feltham - Head of Additional Educational Needs  
01622 695729 - Email: colin.feltham@kent.gov.uk

**Support documents**

None.

<p><b>Responsible Cabinet Member - Cabinet</b></p> <p><b>Reference No:</b> 11/01810</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>Equality Objectives for Kent</b></p> <p><b>The Decision needed:</b>  KCC Equality Objectives agreed</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet</p> <p><b>Date:</b>  March 2012</p> <p><b>Reason if Key Decision</b>  Statutory requirement to publish by 30 April 2012</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b>  N/a</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>Who is it necessary to consult?</b>  Staff and relevant Stakeholders across Kent</p> <p><b>Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:</b>  Corporate POSC &amp; Customer &amp; Communities POSC will have seen a draft in January 2011</p> <p><b>Is the matter referred to in your Business Plan or Medium Term Capital Programme?</b>  Yes is in the Communication &amp; Community Engagement Business Plan</p> <p><b>Closing date for consultation/receiving comments:</b>  28 February 2012</p>

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

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

Akua Agyepong, Corporate Equalities & Diversity Manager 01622 696112,  
akua.agyepong@kent.gov.uk

**Support documents**

None.

**Responsible Cabinet Member - Cabinet**

**Reference No:** 11/01815

**Key** Yes

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

**Title:**

**Review of the Household Waste Recycling Centres' policy and network - 11/01815**

**The Decision needed:**

To agree changes to both the operating policy and the network infrastructure of the Household Waste Recycling Centre provided by Kent County Council, taking account of the Member led Review of the Household Waste Recycling Centres and the outcomes of the consultation

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

**Who is taking the Decision**

Cabinet

**Date:**

March 2012

**Reason if Key Decision**

N/a

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

N/a

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

**Consultees**

**Who is it necessary to consult?**

A comprehensive public consultation has taken place between 01.12.11 and 09.02.12 as well as consultation with partners such as waste collection authorities, parish councils, waste management staff and the contractors that manage the Household Waste Recycling Centres.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?**

Yes. The review was commissioned by the Policy Overview and Scrutiny Committee, for Environment, Highways and Waste and carried out by an Informal Member Group. The recommendations of the Informal Members' Group were agreed by the EHW POSC on 27<sup>th</sup> September 2011.

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes

**Closing date for consultation/receiving comments:**

9th February 2012

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

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

Caroline Arnold, Head of Waste Management

Telephone: 01622 605990, caroline.arnold@kent.gov.uk

**Support documents**

Report to EHW Policy Overview and Scrutiny Committee 8th April 2011,  
Report to EHW Policy Overview and Scrutiny Committee 27th September  
2011 ,Minutes of EHW Policy Overview and Scrutiny Committee for 8th April  
2011 and 27th September 2011

<p><b>Responsible Cabinet Member - Cabinet</b></p> <p><b>Reference No:</b> 11/01808</p> <p><b>Key No</b></p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>To determine the coordinated scheme for Admissions to Primary and Secondary Schools in 2013 and the Admissions arrangements for community and voluntary controlled schools - 11/01808</b></p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet</p> <p><b>Date:</b>  March 2012</p> <p><b>Reason if Key Decision</b>  Affects more than 1 Electoral Division</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b>  N/a</p>
<p><b>Section 3 – Who is to be consulted, how and when, including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p><b>Informing Only</b>  No</p> <p><b>Who is it necessary to consult?</b>  Schools, parents, carers and interested professionals</p> <p><b>Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:</b>  Education, Learning and Skills POSC – 23 November 2011</p> <p><b>Is the matter referred to in your Business Plan or Medium Term Capital Programme?</b>  N/A</p> <p><b>Closing date for consultation/receiving comments:</b>  13 January 2012</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>

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

Scott Bagshaw - Head of Fair Access

Tel:01622 694185 -Email: scott.bagshaw@kent.gov.uk

**Support documents**

None.



## MARCH BY INDIVIDUAL CABINET MEMBER

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Adult Social Care &amp; Public Health</p> <p><b>Reference No:</b> 11/01737</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>Personal Health Budget Programme Section 75 - 11/01737</b></p> <p><b>The Decision needed:</b> The Cabinet Member is asked to: a) give authority to proceed with the Personal Health Budget Programme b) grant delegated authority to the Interim Corporate Director – Families and Social Care (or other nominated officer) to approve the Section 75.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet Member for Adult Social Care &amp; Public Health</p> <p><b>Date:</b> March 2012</p> <p><b>Reason if Key Decision</b> There is currently a Section 75 in place for the personal health budget programme in NHS Eastern and Coastal Kent. However this has been amended to reflect the changes within the PCT. The personal health budget programme has been a success to date and therefore the scope will now cover West Kent. The areas of focus will be: Continuing Health Care, Long Term Conditions and Mental Health.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b> The PCT has taken the lead in drawing up the schedule 75 and it has been delayed due to changes around the clustering.</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>

**Consultees****Informing Only**

Who and when?

N/A

**Who is it necessary to consult?**

N/A

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

No

**Closing date for consultation/receiving comments:**

N/A

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

Georgina Walton - Project Manager

Personal Health Budgets Project

Tel: 07872418167 - georgina.walton@kent.gov.uk

**Support documents**

None.

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

**Reference No:** 12/01842

**Key No**

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

**Title:**

**The treatment of second homes in the non-residential charging assessment - 12/01842**

**The Decision needed:**

To agree a change to the non-residential charging assessment so that property other than the service user’s main home can be taken into account as capital in the financial assessment.

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

**Who is taking the Decision**

Cabinet Member for Adult Social Care & Public Health

**Date:**

March 2012

**Reason if Key Decision**

N/a

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

N/a

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

**Consultees**

**Informing Only** N/A

**Who is it necessary to consult?**

KCC Legal Services, Finance and Care Management staff

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?** No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?** No

**Closing date for consultation/receiving comments:** N/A

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

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

Chris Grosskopf, Business Strategy Division.

Tel: 01622 696611 (7000 6611)

Email: [chris.grosskopf@kent.gov.uk](mailto:chris.grosskopf@kent.gov.uk)

**Support documents**

None.

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Adult Social Care &amp; Public Health</p> <p><b>Reference No:</b> 12/01843</p> <p><b>Key No</b></p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>The treatment of jointly-owned property in the residential charging calculation - 12/01843</b></p> <p><b>The Decision needed:</b>  To agree a clarification to decision 10/01553 concerning the procedures for valuing a resident’s interest in jointly-owned property for the purposes of assessing their contribution to the cost of residential care.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet Member for Adult Social Care &amp; Public Health</p> <p><b>Date:</b>  March 2012</p> <p><b>Reason if Key Decision</b>  N/a</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b>  N/a</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>Informing Only</b> N/A</p> <p><b>Who is it necessary to consult?</b>  KCC Legal Services, Finance and Care Management staff</p> <p><b>Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?</b> No</p> <p><b>Is the matter referred to in your Business Plan or Medium Term Capital Programme?</b> No</p>

**Closing date for consultation/receiving comments:** N/A

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

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

Chris Grosskopf, Business Strategy Division.

Tel: 01622 696611 (7000 6611)Email: [chris.grosskopf@kent.gov.uk](mailto:chris.grosskopf@kent.gov.uk)

**Support documents**

None.

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

**Reference No:** 12/01844

**Key No**

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

**Title:**

**Temporary Financial Assistance for Residential Care - 12/01844**

**The Decision needed:**

To agree an increase in the liquid capital limit below which a person may qualify for Temporary Financial Assistance for residential care

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

**Who is taking the Decision**

Cabinet Member for Adult Social Care & Public Health

**Date:**

March 2012

**Reason if Key Decision**

N/a

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

N/a

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

**Consultees**

**Informing Only** N/A

**Who is it necessary to consult?**

KCC Legal Services, Finance and Care Management staff

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?** No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?** No

**Closing date for consultation/receiving comments:** N/A

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

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

Chris Grosskopf, Business Strategy Division.

Tel: 01622 696611 (7000 6611) - Email: [chris.grosskopf@kent.gov.uk](mailto:chris.grosskopf@kent.gov.uk)

**Support documents**

None.



**Responsible Cabinet Member** - Cabinet Member for Environment, Highways and Waste

**Reference No:** 12/01827

**Key No**

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

**Title:**

**Ashford Borough Council’s Core Strategy Review Preferred Options (Reg 25) - 12/01827**

**The Decision needed:**

Cabinet Member to authorise the County Council’s response to consultation

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

**Who is taking the Decision**

Cabinet Member for Environment, Highways and Waste

**Date:**

Not before March 2012

**Reason if Key Decision**

Not applicable

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

N/a

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

**Consultees**

**Informing Only:**

Who and when?

Not applicable

**Who is it necessary to consult?**

Relevant KCC officers and Cabinet Members will be consulted on KCC’s draft response. Local KCC Members will be consulted.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?**

Not applicable

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes

**Closing date for consultation/receiving comments:**

See Section 2 above. Internal comments needed 4 weeks before consultation closes.

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

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

Katherine Dove - Senior Planning Officer

Tel: 01622 223537 - Email: [katherine.dove@kent.gov.uk](mailto:katherine.dove@kent.gov.uk)

**Support documents**

Ashford Borough Council's Core Strategy Review Preferred Options has not yet been published

**Responsible Cabinet Member** - Cabinet Member for Education, Learning & Skills

**Reference No:** 12/01846

**Key** Yes

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

**Title:**

**To adopt a model for a new 16+ Travel Pass, within the KCC Post-16 Transport Policy, that is part subsidised by KCC and Kent Post-16 providers - 12/01846**

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

**Who is taking the Decision**

Cabinet Member for Education, Learning & Skills

**Date:**

Between March 2012 and April 2012

**Reason if Key Decision**

Expenditure / saving of more the 1m and it effects more than 1 electoral division

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

N/a

**Section 3 – Who is to be consulted, how and when, including relevant scrutiny councillors**

**Consultees**

**Informing Only**

No

**Who is it necessary to consult?**

Parents and learners of current and potential post-16 learners

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

Education, Learning and Skills POSC – 16 September 2011

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Medium Term Capital Programme

**Closing date for consultation/receiving comments:**

February 2012

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

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

Sue Dunn - Head of Skills and Employability

01622 694923 - sue.dunn@kent.gov.uk

**Support documents**

None.

**Responsible Cabinet Member** - Cabinet Member for Environment, Highways and Waste

**Reference No:** 12/01828

**Key No**

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

**Title:**

**Maidstone Borough Council Core Strategy Submission (Regulation 27) consultation - 12/01828**

**The Decision needed:**

Cabinet Member to authorise the County Council’s response to consultation

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

**Who is taking the Decision**

Cabinet Member for Environment, Highways and Waste

**Date:**

Not before March 2012

**Reason if Key Decision**

N/a

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

N/a

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

**Consultees**

**Informing Only:**

Who and when?

Not applicable

**Who is it necessary to consult?**

Relevant KCC officers and Cabinet Members will be consulted on KCC’s draft response. Local KCC Members will be consulted.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes

**Closing date for consultation/receiving comments:**

See Section 2 above. Internal comments needed 4 weeks before consultation closes.

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

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

Katherine Dove - Senior Planning Officer

Tel: 01622 223537 - Email: [katherine.dove@kent.gov.uk](mailto:katherine.dove@kent.gov.uk)

**Support documents**

Maidstone Borough Council Core Strategy Submission document is not yet available.

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

**Reference No:** 12/01831

**Key** Yes

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

**Title:**

**Review of Appledore Reception Centre for Unaccompanied Asylum Seeking Young People - 12/01831**

**The Decision needed:**

Approval to review the current service and potentially to close the residential unit.

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

**Who is taking the Decision**

Cabinet Member for Specialist Children's Services

**Date:**

Between March 2012 and April 2012

**Reason if Key Decision**

Current service is no longer value for money. Alternative provision could be commissioned to meet the individual needs of this vulnerable group of people, more cost effectively.

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

N/a

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

**Consultees**

**Informing Only**

KCC Members, District and Parish Councillors.

**Who is it necessary to consult?**

Service users, staff and external stakeholders.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital**

**Programme?**

No

**Closing date for consultation/receiving comments:**

February 2012

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

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

Liz Totman - Head of Corporate Parenting, Families and Social Care  
01622 694174 - liz.totman@kent.gov.uk

**Support documents**

None.



## APRIL BY CABINET

<p><b>Responsible Cabinet Member - Cabinet</b></p> <p><b>Reference No:</b> 12/01829</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>Business Plans 2012/13 - 12/01829</b></p> <p><b>The Decision needed:</b> Approval of Business Plans for 2012/13</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet</p> <p><b>Date:</b> April 2012</p> <p><b>Reason if Key Decision</b> This decision provides officers with delegated authority to deliver the projects and activities set out for the year as detailed in the Business Plans.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b> N/a</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>Consultation</b> The Business Plans set out how the Medium-Term Plan (Bold Steps for Kent) and the 2012/13 Budget will be delivered. There has previously been consultation with the public, staff, the business community, and partner organisations around the implications of Bold Steps for Kent and the budget reductions which the business plans will reflect. The business plans will also set out the detailed consultation planned for the coming year.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>

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

David Whittle, Policy Manager, Business Strategy and Support  
01 01622 696969 David.Whittle@kent.gov.uk

**Support documents**

Budget 2012/13 (to be approved by Cabinet then County Council in Feb 2012), Bold Steps for Kent

## APRIL BY INDIVIDUAL CABINET MEMBER

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Adult Social Care &amp; Public Health</p> <p><b>Reference No:</b> 11/01791</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>Independent Living Schemes (including Home Support Network and Life Choice) - 11/01791</b></p> <p><b>The Decision needed:</b> Approval to modernise Independent Living Schemes.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet Member for Adult Social Care &amp; Public Health</p> <p><b>Date:</b> Between April 2012 and May 2012</p> <p><b>Reason if Key Decision</b> Need to modernise services to reflect need and deliver efficiencies.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b> N/a</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>Informing Only</b> MPs, KCC Members, District and Parish Councillors.</p> <p><b>Who is it necessary to consult?</b> Staff, trade unions, service users and carers / families. To begin in January 2012.</p> <p><b>Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:</b> No</p>

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes

**Closing date for consultation/receiving comments:**

Formal consultation March / April 2012.

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

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

Samantha Sheppard

07795 540071 - samantha.sheppard@kent.gov.uk

**Support documents**

None.

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

**Reference No:** 11/01746

**Key** Yes

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

**Title:**

**Mental Health Community Support Services - 11/01746**

**The Decision needed:**

Approval to modernise Mental Health Community Support Services

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

**Who is taking the Decision**

Cabinet Member for Adult Social Care & Public Health

**Date:**

Between April 2012 and May 2012

**Reason if Key Decision**

Need to modernise services to reflect need and deliver efficiencies.

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

N/a

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

**Consultees**

**Informing Only**

MPs, KCC Members, District and Parish Councillors.

**Who is it necessary to consult?**

Staff, trade unions, Primary Care Trust, Kent and Medway Partnership Trust, service users and carers / families. Four week informal consultation will begin September, followed by formal consultation to begin November 2011.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes

**Closing date for consultation/receiving comments:**

Formal consultation November 2011.

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

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

Samantha Sheppard, 07795 540071

Samantha.sheppard@kent.gov.uk

**Support documents**

None.

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

**Reference No:** 11/01747

**Key** Yes

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

**Title:**

**Shepway Learning Disability Day Services - 11/01747**

**The Decision needed:**

Approval for a new service model for people with a learning disability in Shepway

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

**Who is taking the Decision**

Cabinet Member for Adult Social Care & Public Health

**Date:**

April 2012

**Reason if Key Decision**

The need to modernise services and respond to changing demand.

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

N/a

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

**Consultees**

**Informing Only**

MPs, KCC Members, District and Parish Councillors.

**Who is it necessary to consult?**

Service users, family carers, professional carers, staff, trade unions, other key stakeholders have been consulted with over recent months and a formal programme for consultation put in place for a sixteen week consultation period to commence during October 2011.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital**

**Programme?**

Yes. Medium Term Capital Programme under the Good Day Programme.

**Closing date for consultation/receiving comments:**

February 2012

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

Paula Watson, Project Manager, The Good Day Programme

07850908284 paula.watson@kent.gov.uk

**Support documents**

Valuing People Now, Our Health Our Care Our Say, KCC's Active Lives for Adults, Bold Steps for Kent, Better Days for People with Learning Disabilities



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

**Reference No:** 12/01832

**Key** Yes

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

**Title:**

**Review of Minnis Day Centre for Older People - 12/01832**

**The Decision needed:**

Approval to review current service and potentially to decommission and re-provide day service for older people

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

**Who is taking the Decision**

Cabinet Member for Adult Social Care & Public Health

**Date:**

Between April 2012 and May 2012

**Reason if Key Decision**

To ensure that local services to older people meet current demand, are fit for purpose and provide value for money.

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

N/a

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

**Consultees**

**Informing Only**

MPs, KCC Members, District and Parish Councillors.

**Who is it necessary to consult?**

Service users, family / carers, staff.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes

**Closing date for consultation/receiving comments:**

April 2012

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

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

Janice Duff - Head of Service Ashford & Shepway OPPD

Janice.Duff@kent.gov.uk - 03003335792

**Support documents**

None.

**Responsible Cabinet Member** - Cabinet Member for Business Strategy, Performance & Health Reform

**Reference No:** 12/01836

**Key** Yes

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

**Title:**

**Finalising the procurement of external services in the day to day management of Oakwood House - 12/01836**

**The Decision needed:**

To delegate to the Individual Cabinet portfolio holder and the Director of Property & Infrastructure Support the procurement of external advice and services associated with the day to day service provision and the evolution of service provision at Oakwood House

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

**Who is taking the Decision**

Cabinet Member for Business Strategy, Performance & Health Reform

**Date:**

Not before April 2012

**Reason if Key Decision**

The facility is used by a number of KCC service users and therefore the forward service delivery will need to take into account KCC service provision as well as external service provision. It is proposed specialist provider will be selected via a formal procurement process

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

N/a

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

**Consultees**

**Informing Only**

Who and when?

**KCC members**

**Who is it necessary to consult?**

N/A

**Has the matter already been discussed by a Policy, Overview and**

**Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

There has been previous mention of the future service provision in Property & Infrastructure Support Business Plan in 2011 but since its publication there has been a revision of the proposed contract requirements.

**Closing date for consultation/receiving comments:**

N/A

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

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

Terry Whitlock, Operations Manager, Property & Infrastructure Support.  
Terry.whitlock@kent.gov.uk

**Support documents**

Property & Infrastructure Support Business Plan 2011

**Responsible Cabinet Member** - Cabinet Member for Business Strategy, Performance & Health Reform

**Reference No:** 12/01835

**Key** Yes

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

**Title:**

**Procurement of external property services under a new Framework and associated contracts - 12/01835**

**The Decision needed:**

To delegate to the Individual Cabinet portfolio holder and the Director of Property & Infrastructure Support the procurement of external advice and services associated with the management of the property estate and also asset collaboration.

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

**Who is taking the Decision**

Cabinet Member for Business Strategy, Performance & Health Reform

**Date:**

Not before April 2012

**Reason if Key Decision**

The procurement value will be in excess of £4 million

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

N/a

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

**Consultees**

**Informing Only**

Who and when?

**KCC members**

**Who is it necessary to consult?**

N/A

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital**

**Programme?**

There has been previous mention of the renewal of the Estates Framework in the Medium Term Plan but the range of services and procurement method has changed and hence this inclusion in the Forward Plan

**Closing date for consultation/receiving comments:**

N/A

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

Nigel Brown, Asset Development and Commissioning Officer  
Nigel.Brown@kent.gov.uk - 01622696970

**Support documents**

Property & Infrastructure Support Business Plan 2011

**Responsible Cabinet Member** - Cabinet Member for Environment, Highways and Waste

**Reference No:** 11/01736

**Key No**

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

**Title:**

**Tunbridge Wells Core Strategy Review : Regulation 27 Submission - 11/01736**

**The Decision needed:**

Cabinet Member decision to authorise the County Council’s response to consultation.

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

**Who is taking the Decision**

Cabinet Member for Environment, Highways and Waste

**Date:**

April 2012

**Reason if Key Decision**

N/a

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

Tunbridge Wells Borough Council have delayed the consultation on their Core Strategy Review (Regulation 27) document. It is now anticipated to begin during Spring 2012.

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

**Consultees**

**Who is it necessary to consult?**

Relevant KCC officers, Cabinet Members and the Leader of the Borough Council will be consulted on KCC’s draft response. Local KCC Members will be consulted

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?**

No

**Is the matter referred to in your Business Plan or Medium Term Capital**

**Programme?**

Yes

**Closing date for consultation/receiving comments:**

See Section 2 above. Internal comments needed 4 weeks before consultation closes

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

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

Katherine Dove, Senior Planning Officer

Planning and Environment

Tel: 01622 223537, Email: [katherine.dove@kent.gov.uk](mailto:katherine.dove@kent.gov.uk)

**Support documents**

Tunbridge Wells Core Strategy Review : Issues” is not yet available



**Responsible Cabinet Member** - Cabinet Member for Business Strategy, Performance & Health Reform

**Reference No:** 12/01837

**Key** Yes

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

**Title:**

**Procurement of property vehicle for surplus land owned by Kent County Council to allow the provision of new operational facilities in each district as part of asset collaboration - 12/01837**

**The Decision needed:**

To delegate to the Individual Cabinet portfolio holder and the Director of Property & Infrastructure Support the procurement of a specialist property vehicle to allow realise of surplus land to fund new operational facilities

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

**Who is taking the Decision**

Cabinet Member for Business Strategy, Performance & Health Reform

**Date:**

Not before April 2012

**Reason if Key Decision**

This proposal seeks to combine surplus assets where appropriate to market them for private sector developers to drive value from these assets but in turn through the OJEU process new operational facilities can be provided. A key decision is required as the new facilities will be from a number of frontline service directorates.

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

N/a

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

**Consultees**

**Informing Only**

Who and when?

**KCC members**

**Who is it necessary to consult?**

N/A

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

There has been previous mention of the disposal strategy proposals in Property & Infrastructure Support Business Plan in 2011 but since its publication there has been a need to link disposals to future service provision.

**Closing date for consultation/receiving comments:**

N/A

**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 Support  
Rebecca.spore@kent.gov.uk

**Support documents**

Property & Infrastructure Support Business Plan 2011

**Responsible Cabinet Member** - Cabinet Member for Business Strategy, Performance & Health Reform

**Reference No:** 12/01838

**Key** Yes

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

**Title:**

**Outlining facilities management strategy for the whole property estate- 12/01838**

**The Decision needed:**

To delegate to the Individual Cabinet portfolio holder (Roger Gough) in consultation with Bryan Sweetland (Cabinet Member for Environment and Waste) and the Director of Property & Infrastructure Support in consultation with the procurement of facilities management strategy for KCC’s property assets and its implementation programme.

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

**Who is taking the Decision**

Cabinet Member for Business Strategy, Performance & Health Reform

**Date:**

Not before April 2012

**Reason if Key Decision**

A new procurement strategy will be finalised and this impacts on all properties and some buildings are currently provided by Kent Facilities Management (Part of Commercial Services) and the contract(s) will cover the whole KCC property estate .

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

N/a

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

**Consultees**

**Informing Only**

Who and when?

**KCC members**

**Who is it necessary to consult?**

With service users in KCC buildings in due course

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

No

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

As part of the new Operating Framework for KCC and Bold Steps there is reference to efficiencies and new ways of KCC reducing property costs but there was no specific mention in Property and Infrastructure Support Business Plan in 2011 on the proposed facilities management plan.

**Closing date for consultation/receiving comments:**

N/A

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

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

Terry Whitlock, Operations Manager, Property & Infrastructure Support.

Terry.whitlock@kent.gov.uk

**Support documents**

Property & Infrastructure Support Business Plan 2011, Bold Steps for Kent

**Responsible Cabinet Member** - Cabinet Member for Finance & Business Support, Cabinet Member for Regeneration and Enterprise

**Reference No:** 12/01841

**Key** Yes

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

**Title:**

**Local Authority Mortgage Scheme - 12/01841**

**The Decision needed:**

To agree to provide district councils with a conditional loan to support partnership arrangements to underwrite a local authority backed mortgage assistance scheme for first time buyers

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

**Who is taking the Decision**

Cabinet Member for Finance & Business Support, Cabinet Member for Regeneration and Enterprise

**Date:**

Not before April 2012

**Reason if Key Decision**

The scheme is intended to provide up to £1m per district (with the options for more in certain circumstances) for districts to invest in order to take advantage of cash backed indemnity schemes offered by mortgage providers. Approval of indemnified mortgages will be determined by the mortgage lender but are likely to apply to more than one electoral district

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

N/a

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

**Consultees**

**Informing Only**

Who and when?

N/A

**Who is it necessary to consult?**

N/A

**Has the matter already been discussed by a Policy, Overview and**

**Scrutiny Committee?:**

N/A

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes

**Closing date for consultation/receiving comments:**

N/A

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

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

Brian Horton, Strategic Housing Advisor, 01622221947,  
brian.horton@kent.gov.uk

Dave Shipton, Acting Head of Financial Strategy, 01622 694597  
Dave.shipton@kent.gov.uk

**Support documents**

None.

## MAY BY CABINET

<b>Responsible Cabinet Member - Cabinet</b>
<b>Reference No:</b> N/a
<b>Key</b> Yes
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<b>Title:</b> <b>Excellent Homes for All</b>  <b>The Decision needed:</b> The Cabinet is required to approve; <ul style="list-style-type: none"><li>• The submission of the Final Business case for the Excellent Homes for All PFI Project to the Homes and Communities Agency;</li><li>• Delegated authority to the Project Director for Excellent Homes for All Project (or other nominated officer), in consultation with the Cabinet Member for Adult Services and Public Health, to sign the contract documentation including the Project Agreement to enable it to become operational;</li><li>• The use of the designated sites for the project;</li><li>• Delegated authority to the Project Director for Excellent Homes for All Project (or other nominated officer), in consultation with the Cabinet Member for Adult Social Care and Public Health, to sign the Back to Back Agreement sharing the risks and benefits of the project with the District Council partners.</li></ul>
<b>Section 2 – Who is taking the final decision and when</b>
<b>Who is taking the Decision</b> Cabinet  <b>Date:</b> May 2012  <b>Reason if Key Decision</b> In order for the project to secure £75 million PFI credits from Central Government for the Excellent Homes for All PFI project, the Cabinet must approve the submission of the Final Business Case and the signing of the Project Agreement and associated documents, and the Back to Back Agreement.  <b>Reason if this decision has been delayed/withdrawn from a previous plan</b> The project procurement has been delayed whilst we await the outcome of a government 'value for money review' of housing PFI.

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

**Consultees**

**Informing Only**

Corporate Director of Finance and Procurement  
Director of Property and Infrastructure Support  
Adult Services and Public Health Policy Overview and Scrutiny Committee  
Director of Law and Governance

**Who is it necessary to consult?**

Cabinet Member for Adult Social Care and Public Health  
Local Members  
District Council Partners

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

Yes. A report on “Better Homes Active Lives” and “Excellent Homes for All” Housing PFIs was presented to the Adult Social Services Policy Overview Committee, 1 April 2009 (Item B7)

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes

**Closing date for consultation/receiving comments:**

26 August 2011

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

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

Sara Naylor - Project Manager - PFI and PPP Customer & Communities  
Tel: 01622 221184, Email: sara.naylor@kent.gov.uk

**Support documents**

None.



**MAY BY INDIVIDUAL CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Adult Social Care &amp; Public Health</p> <p><b>Reference No:</b> 11/01790</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>Adult Placement Scheme - 11/01790</b></p> <p><b>The Decision needed:</b>          Approval to modernise Adult Placement Scheme</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>          Cabinet Member for Adult Social Care &amp; Public Health</p> <p><b>Date:</b>          Between May 2012 and June 2012</p> <p><b>Reason if Key Decision</b>          Need to modernise services to reflect need and deliver efficiencies.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b>          N/a</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>Informing Only</b>          MPs, KCC Members, District and Parish Councillors.</p> <p><b>Who is it necessary to consult?</b>          Staff, trade unions, service users and carers / families. Four week informal consultation will begin November 2011, followed by formal consultation to begin February 2012.</p> <p><b>Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:</b>          No</p>

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes

**Closing date for consultation/receiving comments:**

Formal consultation May 2012.

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

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

Samantha Sheppard

07795 540071 - samantha.sheppard@kent.gov.uk

**Support documents**

None.

**Responsible Cabinet Member** - Cabinet Member for Education, Learning & Skills

**Reference No:** 12/01847

**Key** Yes

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

**Title:**

**Kent Post 16 transportation Policy – To agree the post 16 transportation policy - 12/01847**

**The Decision needed:**

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

**Who is taking the Decision**

Cabinet Member for Education, Learning & Skills

**Date:**

May 2012

**Reason if Key Decision**

Expenditure / saving of more the 1m and it effects more than 1 electoral division

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

N/a

**Section 3 – Who is to be consulted, how and when, including relevant scrutiny councillors**

**Consultees**

**Informing Only**

No

**Who is it necessary to consult?**

Parents and learners of current and potential post-16 learners

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?:**

Education, Learning and Skills POSC – 16 September 2011

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Medium Term Capital Programme

**Closing date for consultation/receiving comments:**  
End of April 2012

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

**Your name, Your Service, Your phone number and email address:**  
Sue Dunn - Head of Skills and Employability  
01622 694923 - sue.dunn@kent.gov.uk

**Support documents**  
None.

**DECEMBER BY CABINET**

<p><b>Responsible Cabinet Member - Cabinet</b></p> <p><b>Reference No:</b> 11/01719</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b>  <b>Kent Minerals and Waste Development Framework documents:- 11/01719</b></p> <p><b>The Decision needed:</b></p> <ul style="list-style-type: none"> <li>• Core Strategy at ‘Pre-submission’ stage;</li> <li>• Mineral Sites Plan at ‘Preferred Options’ stage; and</li> <li>• Waste Sites Plan at ‘Preferred Options’ stage.</li> </ul> <p>Cabinet will be asked to give their endorsement to these draft consultation documents, so that the statutory stakeholder consultations can commence in December 2011 or January 2012.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet</p> <p><b>Date:</b>  December 2012</p> <p><b>Reason if Key Decision</b>  When adopted the Kent MWDF plans will have a significant effect on the communities living and working in all the districts of Kent. They will identify specific sites and preferred areas for the future mineral extraction and waste management uses. They will also establish the policy basis for the determination of all future planning applications for minerals and waste proposals up to the end of 2030</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b>  N/a</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>Informing Only:</b></p>

Not applicable

**Who is it necessary to consult?**

the draft MWDF documents will first be received and agreed by the Information Member Group (IMG) which steers the formation of the MWDF plans. The cross party IMG is chaired by David Brazier. The draft MWDF consultation documents will then be taken to EH&W POSC on 22 November 2011.

All of the stakeholders listed in the MWDF 'Statement of Community Involvement' will be included into his important consultation stage.

These include industry, landowners, district councils, parish and town councils, environment organisations and representatives of hard to reach groups, as well as individuals who are resisted with the MWDF team as having interested commenting upon the plan making process. The consultation documents will be posted on the MWDF part of the KCC website and consultation responses are welcomed from any interested person or organisation.

**Has the matter already been discussed by a Policy, Overview and Scrutiny Committee?**

Yes the current consultation documents (at 'Options' stage for the Sites Plans and at 'Strategy and Policy Directions' stage for the Core Strategy) were referred to EHW POSC on 8<sup>th</sup> April 2011.

**Is the matter referred to in your Business Plan or Medium Term Capital Programme?**

Yes in the Business Plan

**Closing date for consultation/receiving comments:**

6 weeks (minimum) after the commencement of the consultation.

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

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

Lillian Harrison - Minerals & Waste Planning Policy Manager  
01622 221602

**Support documents**

None.