



## **FORWARD PLAN OF DECISIONS**

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

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

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

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

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

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

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

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

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

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

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



**NEW**

**NOT BEFORE 11 FEBRUARY 2020 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Highways and Transport</p> <p><b>Reference No:</b> The award of any contracts will be in full compliance with all relevant procurement regulations.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>20/00011 - HTW Professional Services Framework Contract</b></p> <p><b>The Decision needed:</b> <b><u>Proposed decision</u></b></p> <p>To provide the Director of Highways, Transportation &amp; Waste the delegated authority to enter into appropriate contractual arrangements for the provision of technical and environmental professional services Framework contract to the preferred bidders including possible future extensions.</p> <p><b><u>Background</u></b></p> <p>In order to deliver its duties to the community, HTW requires a professional engineering services contract. Kent needs a flexible, resilient mechanism to seamlessly access a source of multidisciplinary technical expertise to guarantee the timely delivery of projects and schemes for the fulfilment of HTW’s statutory duties as the Highway Authority.</p> <p>A report is to be presented to the Environment and Transport Cabinet Committee to detail the commissioning project for the provision of these services through a new multi supplier framework contract.</p> <p>This framework is a multi-supplier (four), multi-disciplinary contract for professional services of zero guaranteed value, although it is estimated that circa £4m of professional services will be commissioned through these arrangements per annum over a maximum period of 4-year period (3 years +1).</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 Highways and Transport</p>

<p><b>Date:</b> Not before February 2020</p> <p><b>Reason if Key Decision</b> An EQIA has been completed</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b> A proposal will be presented at the Environment and Transport Cabinet Committee on the 23<sup>rd</sup> January 2020.</p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> This framework is a multi-supplier (four), multi-disciplinary contract for professional services of zero guaranteed value, although it is estimated that circa £4m of professional services will be commissioned through these arrangements per annum over a maximum period of 4-year period (3 years +1).</p> <p>Data shows that HTW spent an average of £4m per annum under the previous contract for professional services.</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member - Cabinet Member for Environment</b></p> <p><b>Reference No:</b> Provision of such disposal services is a statutory obligation under the Environmental Protection Act 1990 and other such legislation</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>20/00012 - Temporary arrangements for Transfer Station Services for Folkestone &amp; Hythe municipal waste</b></p> <p><b>The Decision needed:</b> <b><u>Proposed Decision</u></b></p>

To provide authority to the Head of Waste Services to agree a new supply of temporary arrangements for Transfer Station services for Folkestone & Hythe's municipal waste.

### **Background**

Kent County Council is the Statutory Waste Disposal Authority for the County managing the disposal of Waste Collection Authority's kerbside collected waste, delivered to Transfer Station facilities throughout Kent.

Due to the completion of the East Kent Waste Partnership, this transfers the title of recyclable waste to KCC in January 2021. KCC needs to plan for the receipt, bulking and haulage services for kerbside waste collected within Folkestone & Hythe District Council as the limited existing facility is no longer available within the District.

The waste categories and tonnages involved, require extensive permitting arrangements at sensitively located facilities in the east of the County to mitigate the need for Waste Collection vehicles to exceed administrative areas.

The Contract will be for temporary services whilst KCC considers a bid for capital funding for a Transfer Station to be constructed within the District. The Transfer Station services will facilitate segregation and management of the waste to avoid the use of landfill as a disposal option and maximise recycling levels.

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

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

Cabinet Member for Environment

#### **Date:**

Not before March 2020

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

An EQIA has been carried out and no equalities implications have been identified. The DPIA assessment reflects that there is no collection of personal data.

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

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

#### **Consultees**

The proposed decision will be considered at the Environment and Transport Cabinet Committee on 23 January 2020.

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

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

Indicative contract expenditure is funded identified through the medium-term financial plan

**Support documents**

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

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

**Key** Yes

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

**Title:**

**20/00015 - Highway Term Services Commissioning Programme**

**The Decision needed:**

**Proposed decision:**

Provide the Corporate Director for Growth, Environment and Transport delegated authority to procure and enter into appropriate contractual arrangements for the provision of highway term services in accordance with the expectations set out in the report.

Provide the Corporate Director for Growth, Environment and Transport delegated authority to procure and enter into appropriate contractual arrangements for the provision of capital drainage works including any potential extension periods in accordance with the expectations set out in the report.

In consultation with the Cabinet Member for Highways and Transport, delegate authority to the Corporate Director for Growth, Environment and Transport to award contract extensions of the contracts in accordance with appropriate extension clauses within the contract.

**Background:**

**The Highway Term Maintenance Contract (HTMC) is currently delivered by Amey and expires on the 31st August 2020.**

**Highways, Transportation and Waste (HTW) will evaluate the current services delivered by the HTMC and consider options for a future delivery model.**



der the Highways Act 1980, as the local Highway Authority, the Council has a legal duty to maintain its respective sections of the highway network under section 41. This includes responsibility for maintaining, managing and, where necessary, improving their section of the network. These services will need to be commissioned externally to ensure the Council meets its statutory obligations and that service continuity is required.

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

**Who is taking the Decision**

Cabinet Member for Highways and Transport

**Date:**

Not before February 2020

**Reason if Key Decision**

An EqlA for has been completed. No issues have identified at this early stage EqlA. This will be reviewed as programme continues.

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

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

**Consultees**

The proposed decision will be considered by Cabinet on 27 January 2020.

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

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

It is expected that any new procurement and delivery model will present a price increase of up to £2.5m which reflects changes in market prices since the contract was let in 2011.

**Support documents**

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

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

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

<b>Key</b> Yes
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>20/00001 - Proposal to open satellite provision of The Beacon Folkestone at the former Walmer Science College and increase the designated number of the School to 548 places</b></p> <p><b>The Decision needed:</b></p> <p><b>Background</b> – Across Kent, the number of pupils with an Education, Health Care Plan (EHCP) has increased significantly. Between January 2015 and January 2019, the number of pupils aged between 0 -25 years of age with an EHCP increased from 7,374 to 11,763 an increase of 60%. The increase in the overall number of pupils with an ECHP is having an impact on the need for places within our special schools and the specialist resourced provisions (SRPs) within mainstream schools. Dover District is one of only two Kent Districts without a PSCN special school (the other being Dartford). In order to address this, The Commissioning Plan for Education Provision in Kent 2019-23 identified the need for a new 168 place PSCN provision from September 2020. The County Council retained the Walmer Science College site for future educational needs. A feasibility study has shown that, once refurbished, the buildings and site would be suitable for more ambulant PSCN pupils across the 3-19 year old age range. Having a building such as this available will allow us to open the provision quicker than would have otherwise been expected and possibly with an initial phase as early as September 2020.</p> <p><b>Options</b> – The need for a new provision for either PSCN or ASD within Dover was set out in the Commissioning Plan for Education Provision in Kent 2019-23. The Area Education Officer has been open about the need for this provision with Kent’s special schools. Officers have decided that The Beacon School Folkestone, as an outstanding special school, is in the best position to successfully open the satellite provision.</p> <p><b>Proposed decision</b> – To release £4,000,000 from the Children’s, Young People and Education Capital Budget to enable The Beacon Folkestone to open of a satellite provision at the former Walmer Science College and increase the designated number of the School to 548 places.</p>
<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b>  Cabinet Member for Education and Skills</p> <p><b>Date:</b>  Not before February 2020</p> <p><b>Reason if Key Decision</b></p>

<p>An Equalities Impact Assessment has been complete prior to the consultation period. To date no adverse impact on any protected group has been identified. This will be reviewed throughout the consultation period.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>An informal consultation will be held from 6 January 2020 to 14 February 2020, the outcome of which will be reported to the Cabinet Member for Education and Skills in the Children’s, Young People and Education Cabinet Committee of 11 March 2020.</p> <p>The views of the local members will be sought as part of the informal consultation.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> A feasibility study has been undertaken. £4,000,000 will be required to suitably reinstate the former Walmer Science College buildings and land.</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> Any legal implications will be explained in the report to the Cabinet Member prior to him taking his decision.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>20/00002 - Proposal to change the age range at Goldwyn School, Ashford from 11-16 years to 11-18 years</b></p> <p><b>The Decision needed:</b></p> <p><b>Background</b> – Goldwyn School is a maintained special school designated to support pupils aged 11-16 years with Social, Emotional and Mental Health needs (SEMH). It is judged as Outstanding by OFSTED. Presently the school is designated to take 115 pupils aged 11-16 years of age.</p>

However, due to the increased need for specialist SEMH places the School has been commissioned to provide up to 150 places for the last few years. This proposal would formalise the current situation, while at the same time increasing the age range to 18 years in order to add a sixth form, adding a further 45 post-16 places, taking the final designated number to 195 places.

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

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

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

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before February 2020

### **Reason if Key Decision**

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

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

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

### **Consultees**

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

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

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

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

No capital investment is required.

**Support documents**

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

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

**Key** Yes

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

**Title:**

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

**The Decision needed:**

**Proposed decision**

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

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

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

**Background**

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

The South East 7 (SE7 – Kent, Medway, Surrey, West Sussex, East Sussex, Hampshire, Brighton and Hove) councils proposed the establishment of an STB for the South East. From this, Transport for the South East (TfSE) emerged, which is now a partnership of 16 Local Transport Authorities and five Local Enterprise Partnerships. In addition to the SE7, TfSE includes Southampton, Portsmouth, Isle of Wight, and the Berkshire unitary authorities represented by the Berkshire Local Transport Body

(West Berkshire, Wokingham, Windsor & Maidenhead, Bracknell Forest, Reading, Slough).

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

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

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

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

### **Strategic Statement**

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

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

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

Thus, TfSE is fundamentally focused on improving lives, sustainable economic growth, and supporting all people to make informed transport decisions and have a range of transport choices so that they can benefit from improved quality of life. Consequently, TfSE has the potential to positively contribute towards all of the supporting outcomes identified in the Strategic Statement.

## Options

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

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

### Who is taking the Decision

Leader of the Council

### Date:

Not before February 2020

### Reason if Key Decision

An Equalities Impact Assessment has been undertaken

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

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

### Consultees

### Consultation

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

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

### Cabinet Committee engagement

The KCC proposed response to the Transport for the South East draft Proposal to Government was taken to Environment and Transport Cabinet Committee on 16<sup>th</sup> July 2019. At that meeting it was resolved that the proposed response would be noted. This proposed response supported the powers requested by Transport for the South East, and

conditionally supported the powers that would be shared with KCC provided that the principle of subsidiarity applies – i.e. that decisions on the use of these powers are made at the most local level by constituent authorities.

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

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

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

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

##### **Support documents**

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

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

**Reference No:** Section 13A of the Education Act 1996 states every admission authority must, before the beginning of each school year determine the admission arrangements which are to apply for that year 7. Local authorities are required by Section 92 of the School Standards and Framework Act and the Education (School Information) (England) Regulations 2008 to publish admission arrangements for all maintained schools in their area. Under section 88(1A) of the School Standards and Framework Act 1998 (as inserted by section 42 of the Education and Inspections Act 2006) it is the duty of a governing body of a community or voluntary controlled school, for which a local authority is the admissions authority, to implement any decision relating to the admission of pupils taken by the admission authority.

**Key** Yes

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

##### **Title:**

**20/00003 - Admission Arrangements and Scheme for 2021-22 Academic Year**

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



**Background:**

Admission authorities are legally required to determine admissions arrangements for their schools by 28 February each year. It is intended that admissions arrangements for schools where KCC is the admissions authority are to remain broadly unchanged. It is proposed, however, that there are reductions to the Published Admissions Number for Four Elms Primary School, Herne Bay Infants School and West Kingsdown CE Primary Schools, which are detailed in the consultation documentation available through the link detailed below. The consultation is due to run until 16<sup>th</sup> December 2019. Local Authorities are also required to consult with all schools within their geographical boundaries on an Admissions Scheme, which details how the co-ordinated and in year admissions processes will operate for the forthcoming year. Following the completion of both consultations, Cabinet Member for Education and Skills requested to approve the proposed admission arrangements and scheme.

**Proposed decision:**

To determine the primary and secondary school co-ordinated admissions schemes for 2021 and the admission arrangements for Kent community and voluntary controlled primary schools and the admission arrangements for Kent community and voluntary controlled secondary schools 2021.

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

Cabinet Member for Education and Skills

**Date:**

Not before January 2020

**Reason if Key Decision**

The Cabinet Member will consider the EqIA as part of the decision making process.

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

Public consultation on Admission arrangements [here](https://www.kent.gov.uk/education-and-children/schools/school-places/admissions-criteria/admissions-criteria-consultation-202122):

<https://www.kent.gov.uk/education-and-children/schools/school-places/admissions-criteria/admissions-criteria-consultation-202122>)

Scheme consultation is not open to members of the public and has been circulated internally with all Kent schools

Cabinet Committee consultation planned or undertaken. If planned – which meeting do you wish to attend? CYPE Cabinet Committee – 10 January 2020

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

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

**Support documents**

Report

Appendix 1 - PROD

Appendix A - Proposed Primary Scheme 2021

Appendix B - Proposed Secondary Scheme 2021

Appendix C - Proposed Primary Admissions Arrangements 2021

Appendix D - Proposed Secondary Admissions Arrangements 2021

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

**Reference No:**

**Key** Yes

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

**Title:**

**20/00005 - Payment of Council Tax for Kent Care Leavers**

**The Decision needed:**

**Background**

Children and Social Work Act (2017) implemented on 1<sup>st</sup> April 2018, places corporate parenting responsibilities on district councils for the first time, requiring them to have regard to children in care and care leavers when carrying out their functions. Councils have the power to introduce exemptions for council tax for certain groups under section 13A of the Local Government Finance Act 1992.

Corporate Parenting is a statutory function of the Council with the underlying principle that every local authority will seek the same outcomes for children and young people in care that every good parent would want for their own children; for example, successful transition to young adulthood and financial independence.

The children's social care inspectorate, Ofsted, has the 'Experience of Looked After Children and Care Leavers' as a key judgement area in its evaluation of local performance, and expects Councils and children's services to provide clear evidence that it supports its young people leaving care up to the age of 25, in a way that optimises their outcomes.

The Government's care leavers' strategy, *Keep on Caring*, published in July 2016, encouraged councils to consider the role of a corporate parent, 'through the lens of what any reasonable parent does to give their child the best start in life'. As a further development of this local authorities were encouraged to consider exempting care leavers from council tax using the powers already at their disposal, to be aspirational for care leavers in achieving financial independence.

### **How we got to the decision:**

Kent has 1,718 young people who they have corporate parenting responsibility for as Care Leavers aged 18 -25 years. The vast majority are living in Kent, with 155 in Medway and 408 placed outside of the county. The original proposal was to work with the 12 Local District Borough Councils to request an exemption for council tax for all Kent Care Leavers living within the county. After extensive work on the logistics involved in this, the request is to implement a simplified proposal, in which Kent County Council in their role as a Corporate Parent would fund council tax payments where young people who are care leavers are eligible to pay. This would be for young people who are Kent Care Leavers aged 18-21 years, wherever they are living. The reasons for this are:

- Young people are not equally accommodated across the district, meaning some boroughs such as Canterbury and Gravesham would have significantly more young people compared to other boroughs such as Dartford and Tonbridge & Malling.
- The cost and coordination of administration across 12 districts was not a cost-effective model.
- Alongside district councils there would need to have been agreement from the police, fire services and parish councils in each of the 12 district boroughs.
- Kent young people living outside of Kent would have been at a significant disadvantage, as would not have been able to access the exemption.
- Personal Advisors can assist young people to claim all eligible benefits and discounts, as two thirds of our young people aged 18-21 years do not currently pay council tax due to their status as a student, being on a low income or residing in certain accommodation types. There are many different ways of reducing council tax liability. The young person can claim, amongst many others, discounts as a single person, if they are severely mentally impaired, as an apprentice and as a student. All these discounts can be applied for online.

The proposal meets the objectives of 'Increasing Opportunities, Improving Outcomes: Kent County Council's Strategic Statement (2015-2020)' through:

- The Strategic Statement underpins the proposal for the payment of council tax in our aim to improve the lives of children and young people by giving them the best start in life. It meets our responsibility of being the best Corporate Parent we can be and being aspirational for our Care Leavers as they transition into adult hood.
- Agreement to the funding would improve the outcomes of Care Leavers by ensuring that they are financially supported and give them the best possible opportunities for their futures as adults.
- For those young people currently paying council tax, it would open up the opportunity to use their own income for more social and leisure activities, promoting and improving their mental health and well-being.

**Proposed decision:**

To agree that Kent County Council will fund the council tax payments for Kent young people who are Care Leavers from the age of 18 years, up to the age of 21 years. All young people will be expected to claim any council tax benefit/discount entitlement and no backdated payments will be made. For implementation from 1<sup>st</sup> April 2020. This will be published as part of the Kent Care Leavers Local Offer.

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

**Who is taking the Decision**

Cabinet Member for Integrated Children's Services

**Date:**

Not before January 2020

**Reason if Key Decision**

An Equality and Impact Assessment has been completed. This identified that the original proposal for a district exemption would discriminate against those young people who are Kent care leavers but living outside of the county. If agreed, the decision will be published through the Local Offer and will be open to all eligible Kent Care Leavers where Kent County Council are the corporate parent. This offer would not apply to Care Leavers placed into Kent by other Local Authorities.

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

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

## Consultees

March 2019, the Young Adult Council made the following challenge, via the Corporate Parenting Panel,

The Young Adult Council would like to raise the following new Challenge:

"Kent Care Leavers living in Kent should be exempt from paying Council Tax until the age of 25 years, whilst still engaging with the service."

Of this, there was consultation with young people and research into other local authorities and how exemptions had been applied.

This matter was discussed at the CYPE Cabinet Committee on 10<sup>th</sup> January 2020.

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

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

The estimated cost to KCC will be £594,230 per year. This is based on all eligible discounts being applied for by the young person and starting from 1st April 2020. No historic council tax arrears would be funded.

### Support documents

PRoD  
Report

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

**Reference No:** This information is outlined within the attached report.

**Key** Yes

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

**Title:**

**20/00006 - Payment increase for in house Emergency Bed Foster Carers**

**The Decision needed:**

**Background:**

The Emergency Bed Scheme is a valuable resource provided by the Kent Fostering Service. It provides children and young people with a time limited home during a period of crisis which can include; a child/young person being placed on remand, family breakdown or a placement breakdown. The scheme has been in place for several years without any recent revision. The Policy aims to provide a clear and up to date framework on the roles and responsibilities within the service to ensure

that the needs of a child/young person are responded to in a timely manner to achieve identification of the most appropriate home for their needs. There is a current fostering recruitment strategy which includes increasing the number of Emergency Bed carers; the revised policy and proposed payment structure will enhance our ability to attract more carers to the scheme.

The scheme has been reviewed, with a recommendation to update the current policy and implement the following changes:

- **Increase the current 7-day placement limit to 10 working days**
- **Clarify the roles within the Integrated Children Services teams to ensure accountability and ensure appropriate support for children, young people and foster carers**
- **Clarify processes, timescales and authorisations for specific actions**
- **Introduce the ability to pay an enhanced payment to emergency bed carers for our most complex children.**
- **Provide an updated agreement/contract to emergency bed foster carers.**
- **Support and enhance recruitment of foster carers to the scheme**

Proposed decision – To agree that Kent County Council will introduce an enhanced payment structure for emergency bed placements with in-house foster carers. This is to strengthen the placement provision for children and young people at times of crisis and avoid young people going into residential placements.

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

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

Cabinet Member for Integrated Children's Services

### **Date:**

Not before January 2020

### **Reason if Key Decision**

An Equality and Impact Assessment has been completed. It did not identify any areas of concern.

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

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

### **Consultees**

As part of the review of the current scheme, foster carers undertaking the work have been interviewed and made suggestions of how to improve practice in relation to emergency placements for children and young

people. Consultation has been undertaken with our Foster Carers Ambassadors regarding the current payments structure.

This matter was discussed at the CYPE Cabinet Committee meeting on 10<sup>th</sup> January 2020.

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

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

This information is outlined within the attached report.

**Support documents**

PROD  
Report

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

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

**Key** Yes

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

**Title:**

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

**The Decision needed:**

**Background –**

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

Primary School was registered as a new school on 1st May 2018 and is part of the Veritas Academy Trust. They are awaiting their first Ofsted inspection. Currently Pilgrims Way has 261 on the school roll with 31 on the nursery roll totalling 292 (May school census 2019)

**Proposed decision –**

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

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before January 2020

**Reason if Key Decision**

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

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

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

**Consultees**

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

The report to the CYPE CC to approve the proposal will be presented at the 10 January 2019 cabinet committee meeting.

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

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

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

The feasibility estimates the costs for this proposal to be £1.9m and the CYPE Cabinet Committee report will update costs as the concept designs are prepared and surveys completed for the planning application. Up to £2,500 is provided for each newly provided learning space for ICT equipment from the Capital budget. Totalling £10,000 for this project. £81,473.63 in developer contributions has been collected by Canterbury City Council towards the



0.5FE expansion of Pilgrims Way Primary School. A further £843,560 is expected but not received and £4,986 has been requested but not agreed. A total of £930,019.63 is therefore expected from developer contributions towards the expansion. As per KCC policy a total of £6,000 per new learning space will be provided to the school from the DSG revenue budget. For this proposal, costs will be £24,000.

### **Support documents**

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

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

**Key** Yes

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

**Title:**

**20/00008 - Proposal to permanently increase the capacity at Water Meadows (Hersden Village) Primary School, Hersden, Canterbury, CT3 4HS by 0.5FE**

**The Decision needed:**

**Background –**

The Kent Commissioning Plan for Education 2019 -2023 identifies a need for additional places in the Marshside Primary Planning Area from 2020. This is due to pressure from new housing in Sturry and Hersden which has already commenced build-out. This proposal to expand Water Meadows Primary school by 0.5FE will provide the additional places needed to accommodate pupils from the new housing developments coming forward in the planning area. An additional 800 houses (currently submitted for planning) will be built adjacent to Water Meadows Primary School (Persimmon development) and land will be provided by the developer to expand the school by a further form of entry to become a 2FE primary school in the future as the need arises. Canterbury Local Plan proposes a total of 2055 new homes for the Marshside primary planning area for the period 2018 to 2031. Water Meadows Primary school is part of Stour Academy Trust and is a 0.5FE school with a current capacity of 120 with 82 on roll, 37.1% of whom are eligible for free school meals. (May 2018 School census) Water Meadows obtained an Ofsted judgement of good in March 2019 with outstanding in Leadership and Early Years. The popularity of the school is growing year on year and for September 2019 there were 15 pupils on roll in reception.

**Proposed decision –**

To agree to fund the permanent expansion of Water Meadows (Hersden Village) Primary School by 0.5FE to a 1FE Primary School from KCC Capital Budget.

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

Cabinet Member for Education and Skills

**Date:**

Not before February 2020

**Reason if Key Decision**

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

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

A pre-planning letter drop to local residents was circulated on 13 September 2019 and the feedback from this will be included in CYPE Cabinet Committee report.

Water Meadows Primary School undertook a consultation during the ‘In Round’ admissions consultation in 2018/2019 to increase their PAN to 30 from September 2020. No responses were received to the consultation. A business case was submitted to the Department for Education for approval and in April 2019 Dominic Herrington, Regional Schools Commissioner approved the school request to expand by 0.5FE from September 2020.

The report to the CYPE CC to approve the proposed expansion will be presented at the 10 January 2020 cabinet committee meeting.

The local member has been informed of the proposal and their view have been sought before the CYPE Cabinet Committee during the feedback period from the pre planning letter drop to residents. His views will be included in the CYPE Cabinet Committee Report.

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

The feasibility estimates the costs for this proposal to be £2.3m and the CYPE Cabinet Committee report will confirm the costs as the concept designs are prepared and surveys completed for the planning application. Up to £2,500 is

provided for each newly provided classroom for ICT equipment from Capital budget. Totalling £12,500 for this project. £73,517.98 in developer contributions has been collected by Canterbury City Council towards the 2 phases of expansion of Water Meadows Primary School. An additional £955,211.32 in developer contributions is being sought for the two phases of expansion of Water Meadows Primary School. A total of £1,028,729.30 should therefore be secured for the two phases of expansion: (1) by 0.5FE and, (2) the further 1FE expansion. As per KCC policy a total of £6,000 per new classroom will be provided to the school from the DSG revenue budget. For this proposal, costs will be £30,000.

### Support documents

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

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

**Key** Yes

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

**Title:**

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

**The Decision needed:**

**Background:**

Kent County Council (KCC) as the local authority has a statutory duty to ensure sufficient school places are available. The County Council’s Commissioning Plan for Education Provision in Kent 2019-23 is a five-year rolling plan which is updated annually. It sets out our future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent.

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

Sevenoaks, Tonbridge and Tonbridge Wells.

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

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

**Proposed Decision:**

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

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before February 2020

**Reason if Key Decision**

An EqlA has been completed and can be viewed here:

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

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

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

**Consultees**

A consultation was held from 28 October 2019 to 6 December 2019. The consultation was held for the community and other stakeholders, and included the following groups: all schools in the Sevenoaks District, Elected Members (Kent County Council, Sevenoaks District Council), Parish and Town Councils, Local MPs, Dioceses of Rochester and Southwark, Residents groups where known and Children's Centres. A drop-in event for stakeholders to raise issues and concerns was held on 12 November 2019. A full public meeting was held on the 20th November, chaired by Sarah Hamilton.

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

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

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

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

**Support documents**

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

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

**Reference No:**

None Known

**Key** Yes

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

**Title:**

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

**The Decision needed:**

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

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

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

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

<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b> Cabinet Member for Community and Regulatory Services</p> <p><b>Date:</b> Not before May 2020</p> <p><b>Reason if Key Decision</b></p> <p style="padding-left: 40px;">An Equalities Impact Assessment screening has been undertaken.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p><b>Early engagement has taken place through VCSE networks and representative bodies. Formal consultation will open in February (estimated) and will be for a 6-8-week period.</b></p> <p><b>Cabinet Committee consultation planned or undertaken. If planned – which meeting do you wish to attend?</b></p> <p><b>A draft proposal to go out to consultation in the new year and with a high-level outline of the strategy structure was taken to Policy and Resources Cabinet Committee on 8<sup>th</sup> November. The final draft of the strategy informed by the consultation will go back to P&amp;R Committee on 12th May (estimated).</b></p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b></p> <p>None Stated</p> <p><b>Support documents</b></p>

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

<p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> Contracting for KCC framework building contractors</p>
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**Key** Yes

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

**Title:**

**19/00094 - Proposal to expand Meopham School, Wrotham Road, Meopham, Gravesend, Kent, DA13 0AH, by increasing the Published Admission Number (PAN) from 140 places to 210 places from September 2021**

**The Decision needed:**

**Background:**

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

<http://www.kent.gov.uk/about-the-council/strategies-and-policies/education-skills-and-employment-policies/education-provision>.

It is anticipated that there will be significant short and medium-term pressure for additional Year 7 places in the Gravesham and Longfield Non-Selective Planning Group which indicates that additional capacity will be needed for 2021 and in later years.

Therefore, KCC has asked Meopham School to provide additional places for local children by expanding the school.

KCC propose increasing the accommodation and the amount of school social space including, dining, recreational and circulation space over the expansion period. This work would be completed before the September 2021 intake. This build would enable the school to offer 210 Year 7 places for September 2021.

**Options:**

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

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

Of these, Thamesview School, St George's CE School, Northfleet School for

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

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

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before December 2019

### **Reason if Key Decision**

An EqlA has been completed and can be viewed here:

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

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

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

### **Consultees**

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

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

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

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



planning stage.

**Support documents**

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

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

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

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

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

**Key** Yes

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

**Title:**

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

**The Decision needed:**

Proposed Decision:

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

*Provided that:*

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

**Background:**

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

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

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

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

**Who is taking the Decision**

Cabinet Member for Economic Development

**Date:**

Not before December 2019

**Reason if Key Decision**

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

Data Protection implications – To enable KCC to administer the Kent and

Medway Business Fund, it is required to hold personal details about the borrower. KCC also collects anonymised information about protected characteristics as part of its Equalities Impact Assessment monitoring.

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

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

**Consultees**

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

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

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

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

**Support documents**

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

**Responsible Cabinet Member - Cabinet**

**Reference No:** The Kent Commissioning Plan for Education enables KCC to meet its Statutory responsibility to ensure that every child receives appropriate educational provision.

**Key No**

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

**Title:**

**19/00079 - Commissioning Plan for Education Provision in Kent 2020-24**

**The Decision needed:**

**Background –**

The Commissioning Plan for Education Provision in Kent (KCP) is a five-year rolling plan which is updated annually. It sets out how Kent discharges its statutory responsibility, as the Strategic Commissioner of Education Provision, to provide sufficient Early Years, SEND, Primary and Secondary places and to ensure that there are appropriate learning pathways for pupils at Post 16. It is also our responsibility to ensure that we have enough places in the right locations, to meet the demands of increased pupil numbers and parental preferences. It reflects the fact that the Local Authority's role has changed to being the commissioner, as well as continuing to be a provider, of education provision.

**Proposed decision –**

To agree the Commissioning Plan for Education Provision 2020-24.

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

Cabinet

**Date:**

Not before January 2020

**Reason if Key Decision**

A full EqIA has been completed and is attached to the FED.

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

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

The matter will be discussed at the Children's, Young People and Education Cabinet Committee on 15 November 2020 and at Cabinet in January 2020.

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

The Local Authority as Strategic Commissioner of Education Provision has a key role in securing funding to provide sufficient education provision in the County, particularly in schools, in order to meet its statutory responsibilities. The cost of providing additional school places is met from Government Basic Need Grant, supported borrowing by KCC and developer contribution monies. The forecast capital outlay needed to fulfil the need identified in the Commission Plan 2020-24 will be provided in the report to CYPE Cabinet Committee on 15 November 2019 for comment, prior to full sign off by Cabinet

in January 2020.

### Support documents

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

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

**Key No**

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

**Title:**

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

**The Decision needed:**

**Background:**

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

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

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

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

**Proposed decision:**

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

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before November 2019

### **Reason if Key Decision**

An EqlA has been completed.

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

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

### **Consultees**

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

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

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

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

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

A feasibility study has been carried out which estimates the cost of delivery being between £7.0m and £7.5m, wholly funded by the CYPE Basic Need Capital Budget. In line with the agreement of Cabinet Committee on 7 May 2019, the capital figure reported here is a budget estimate for information only. Subject to Members support for the proposal to progress, these

estimates will be refined as detailed design work is undertaken and the scheme progresses through the planning process. Following receipt of planning permission, the refined cost estimate will be presented to Infrastructure Commissioning Board and the Cabinet Member for Children, Young People and Education for a key decision to be made. If Members support the progression of this proposal capital will be spent developing the design. This expenditure will be below the level requiring a key decision and within that delegated to officers.

### **Support documents**

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

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

**Key** Yes

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

**Title:**

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

**The Decision needed:**

**Background Information:**

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

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

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

**Proposed Decision:**

The Cabinet Member for Education and Skills proposes to expand West Hill Primary Academy, Church Walk, Dartford, Kent, DA12 2PR Dartford

Road, Dartford, DA1 3DZ increasing the Published Admission Number (PAN) from 72 places to 90 places from September 2020.

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before November 2019

### **Reason if Key Decision**

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

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

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

### **Consultees**

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

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

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

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

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

Capital:

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

Revenue Funding:

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



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

**Pupil Growth Funding**

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

**Support documents**

**Responsible Cabinet Member - Cabinet**

**Reference No:** Invicta Law is providing advice and the land acquisition will be completed by KCC Infrastructure. Any further legal implications to be established through continued engagement with Invicta Law Ltd and Strategic Commissioning

**Key** Yes

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

**Title:**

**19/00085 - Thanet Parkway Railway Station - Scheme Delivery**

**The Decision needed:**

**Proposed decision:**

The Cabinet to agree to the progression and delivery of the Thanet Parkway Railway Station project, which will entail, among other processes, the following key activities;

- a) undertaking detailed design; and subject to planning approval;
- b) completing acquisition of the land; and
- c) entering into contracts as necessary for construction.

And;

agree to delegate authority to the Corporate Director of Growth, Environment & Transport, in consultation with the Cabinet Member for Highways and Transportation, to take appropriate actions necessary to implement this decision, including but not limited to, deciding the preferred procurement route and entering in relevant contracts or other legal agreements.

**Background**

A previous Key Decision was taken by the Cabinet Member for Environment and Transport on 1 August 2014 (14/00056) which approved the delivery

of Thanet Parkway Station in the location to the west of Cliffsend, involving:

- a) Commencing land acquisition work;
- b) Undertaking public consultations to support the project development process; and
- c) Undertaking project development work to enable the submission of a planning application and design work for the scheme.

The feasibility design for the scheme received Approval in Principle (equivalent to Network Rail's 'Governance in Railway Investment Projects Stage 3' [GRIP 3] status) in August 2017. Following that milestone, the scheme was progressed through outline design (GRIP 4) and planning application was submitted in May 2018.

Comments received during the planning process regarding the visual impact of the scheme led to changes in the scheme design. As a result, the design work and planning application documents have been amended and are being readied for a resubmission of the planning application in November 2019.

Negotiations for land acquisition have been ongoing with the intention to enter into a contract following this decision approval.

A decision is required to proceed with the delivery of the scheme in order to meet the project delivery programme.

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

A full options analysis has been carried out as part of the scheme business case (Appendix 1). Below is a summary of the options considered as alternatives to delivering Thanet Parkway.

Option		Outcome
1	Do nothing	rejected as it would fail to accommodate increasing demand for rail travel, accelerate the delivery of housing and fail to improve access to jobs and employment space.
2	Increase car parking provision at Ramsgate Station	shortlisted for further investigation but rejected due to the lack of land in the residential area around the station.

3	Increase car parking provision at Minster Station	rejected due to unsuitable local highway network, impact on Minster village and poorer rail service at Minster.
4	Shuttle bus from the Birchington-On-Sea Station	rejected due to unattractive journey times and lack of rail access to Ashford, Canterbury and Maidstone.
5	Direct coach service from London	rejected due to long journey times and low impact on economic growth.
6	Shuttle bus from Ramsgate Station	rejected due to lack of suitable terminus at Ramsgate and low impact on economic growth.

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

Since 2010, Thanet Parkway has been a key strategic transport priority for Kent County Council, with the ambition to deliver the station first mentioned in Growth without Gridlock (December 2010), the third Local Transport Plan (2011-2016), the Rail Action Plan for Kent (April 2011) and most recently in Local Transport Plan 4: Delivering Growth without Gridlock (2016 – 2031) (LTP4). The delivery of the station continues to be of significant importance to the County Council and is a strategic priority in LTP4 because of its ability to improve rail connectivity between East Kent, other Kent towns and London; to improve the attractiveness of the area to employers and thereby address the historic economic disadvantage of East Kent.

The delivery of the station will help meet the overarching objective of LTP4: *To deliver safe and effective transport, ensuring that all Kent’s communities and businesses benefit, the environment is enhanced, and economic growth is supported.*

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

**Who is taking the Decision**

Cabinet

**Date:**

Not before November 2019

**Reason if Key Decision**

Equalities implications:

An Equalities Impact Assessment has been undertaken and will accompany the report to Environment and Transport Cabinet Committee.

Data Protection implications:

A Data Protection Impact Assessment is not required as this project does not require the processing of personal data

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

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

**Consultees**

**Public Consultation:**

Public consultations were held on 2nd February – 27 March 2015 and 25 January – 19th March 2017. A statutory planning consultation was held in 2018 following submission of a planning application in May 2018. Further stakeholder engagement has/is being carried out during autumn 2019. This included a public meeting with Cliffsend Parish Council, and the residents of Cliffsend on 10th October 2019.

<https://www.kent.gov.uk/roads-and-travel/travelling-around-kent/thanet-parkway-railway-station>

**Cabinet Committee consultation planned or undertaken**

The project was taken to Environment and Transport Cabinet Committee in July 2014, at which the proposed decision (14/00056) was endorsed. The scheme has also featured in many transport strategy documents.

The proposed decision will be taken to Environment and Transport Cabinet Committee on 29 November 2019 prior to Cabinet on 2 December 2019.

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

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

The total cost of the project is estimated to be £34.51m based on a 2019 estimate.

The scheme funding is comprised of £14m from the Local Growth Fund (administered by the South East Local Enterprise Partnership), £2m from Thanet District Council, £0.7 from the East Kent Spatial Development Company.

KCC has committed £2.65m and will commit to funding the remaining amount whilst continuing to explore further external funding opportunities.

The business case work has been completed, showing that the project offers high value for money and that the station is commercially viable (net fares

revenue is in excess of the on-going cost). Depending on the operating model, there is the potential for the station car park to provide a future income to KCC over a number of years.

Growth Environment & Transport, Section 4 – Capital Investment Plans 2019-20 to 2021-22 By Year, Row 6, page 70.

Growth Environment & Transport, Section 4 – Capital Investment Plans 2019-20 to 2021-22 By Fund

### **Support documents**

**NOT BEFORE 6 NOVEMBER BY CABINET MEMBER / CABINET**

<b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b>
<b>Reference No:</b>
<b>Key</b> Yes
<b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b>
<b>Title:</b> <b>19/00075 - Changes to the KCC local funding formula for schools</b>
<b>The Decision needed:</b> In response to the Government confirming the additional funding for schools, Kent County Council is set to receive an approximately £52m for 2020-21.  The Council will continue to operate a local funding formula for Kent maintained schools (and this formula is also used by the Education and Skills Funding Agency for calculating Kent academy budgets) during this period and legislation dictates that any changes to that formula is subject to an all school consultation.
<b>Section 2 – Who is taking the final decision and when</b>
<b>Who is taking the Decision</b> Cabinet Member for Education and Skills
<b>Date:</b> Not before January 2020
<b>Reason if Key Decision</b> An equalities impact assessment will be completed and this will accompany the consultation documentation.

<b>Reason if this decision has been delayed/withdrawn from a previous plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>A consultation with all Kent schools and academies was undertaken during October 2019 and the feedback from the consultation was discussed at the Schools Funding Forum on 29 November 2019.</p> <p>The proposed decision was considered and endorsed by the Children’s, Young People and Education Cabinet Committee on 15 November 2019.</p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b> The costs of the new funding formula will be fully met from the Dedicated Schools Grant and will not be a cost to Council funding.</p> <p><b>Support documents</b> PRoD Report</p>

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

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate and Democratic Services</p> <p><b>Reference No:</b> in order to de-risk the proposed acquisition in the context of the project and viability pressures, there are a number of conditions being imposed to mitigate these risks.</p> <p><b>Key</b> Yes</p>
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b> <b>19/00058 - Strategic Acquisition &amp; Disposal, Maidstone East</b></p> <p><b>The Decision needed:</b> <b><u>Proposed decision:</u></b></p> <p>To consider the Maidstone East redevelopment and the next steps in the delivery of the comprehensive development of the site and delegate authority to the Director of Infrastructure in consultation with the Cabinet Member for Corporate and Democratic Services, the Corporate Director</p>

for Finance and the Cabinet Member for Finance to finalise terms and enter into the necessary documentation to complete the transactions in line with the Councils Decision.

**Background:**

In July 2016 KCC and MBC entered into a Collaboration Agreement and jointly acquired a strategically located site at Maidstone East with the long term objective to assemble adjacent land and facilitate the viable delivery of a high quality “Gateway” development in line with pre-agreed objectives to primarily improve this part of the County Town.

The proposed Decision will consider the next steps in the delivery of a comprehensive development on the site. Following the completion of the due diligence the decision report will set out the options in relation to the next steps for consideration by the Leader, the Cabinet Member for Corporate and Democratic Services and the Cabinet Member for Finance following which a decision will be taken.

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

**Who is taking the Decision**

Cabinet Member for Corporate and Democratic Services

**Date:**

Not before October 2019

**Reason if Key Decision**

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

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

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

**Consultees**

The proposed decision will be considered at the Policy and Resources Cabinet Committee on 20 September 2019.

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

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

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

minimum, recoup their level of investment to date upon completion.

### **Support documents**

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

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

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

**Key** Yes

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

**Title:**

**19/0064 - Kent County Council and Kent Community Health NHS Foundation Trust collaborative partnership - delivery and transformation of Public Health services**

**The Decision needed:**

**Proposed Decision:**

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

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



**Background:**

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

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

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

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

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

**Who is taking the Decision**

Cabinet Member for Adult Social Care and Public Health

**Date:**

Not before October 2019

**Reason if Key Decision**

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

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

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

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

**Consultees**

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

**19/00064 - Delivery and Transformation of Public Health Services.**  
*(Item. 8)*

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

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

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

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

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

2. It was RESOLVED that:-

- a) the context, risk and assurance associated with the proposed procurement approach for public health services be noted; and

- b) the decision proposed to be taken by the Cabinet Member for Adult Social Care and Public Health, to authorise the County Council to extend the collaborative arrangement with Kent Community Health NHS Foundation Trust, for the services listed in the report, until March 2025, be endorsed.

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

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

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

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

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

**Support documents**

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

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

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

**Key** Yes

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

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

**The Decision needed:**

<p>Proposed Decision:</p> <p>To revise and update Kent County Council's (KCC) Gypsy and Traveller Service Allocations Policy for managed sites.</p> <p>Background:</p> <p>This review work is part of ongoing, council-wide activity to update and improve our processes, policies and practices.</p> <p>The priorities for the Gypsy and Traveller service are to:</p> <ul style="list-style-type: none"> <li>• Improve current service efficiency whilst also planning for future demographic pressures within the Gypsy and Traveller community through better planning and countywide coordination on the provision of good quality sites.</li> <li>• Manage the growing financial challenge by ensuring that pitch allocations are made in a clear and transparent manner and that rent affordability is confirmed prior to pitches being allocated.</li> <li>• Improve licensee vetting, licence agreements and enforcement policies to ensure our sites' residents understand accepted levels of behaviour, including requirements for rent payments, both prior to being allocated a pitch and for the duration of their tenancy.</li> </ul>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet Member for Community and Regulatory Services</p> <p><b>Date:</b> Not before July 2019</p> <p><b>Reason if Key Decision</b> Gypsies and Travellers are protected groups under the Equality Act 2010. EQIA's have been completed to ensure impacts of policy changes have been considered and mitigations factored in where appropriate.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed decision will be discussed at the Environment and Transport Cabinet Committee on 16 July 2019.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>

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

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

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

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

**Support documents**

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

**Reference No:** This opportunity has not been subject to competition. This is supported by Regulation 32(2)(b)(ii) of the Public Contract Regulations which states that a Negotiated Procedure without Prior Publication may be used where services can be supplied only by a particular economic operator where competition is absent for technical reasons

**Key** Yes

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

**Title:**

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

**The Decision needed:**

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

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

**Who is taking the Decision**

Cabinet Member for Community and Regulatory Services

**Date:**

Not before July 2019

**Reason if Key Decision**

An Equality Impact Assessment has been carried out and there is no potential for discrimination and all opportunities to promote equality are currently being taken in line with KCC policies and statutory requirement. Should any issues arise they will be dealt with in accordance with KCC policies and statutory requirements.

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

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

**Consultees**

The proposed decision was considered and endorsed at the Environment and Transport Cabinet Committee on 16 July 2019.

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

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

Based on 2018-19 activity levels the estimated cost for the 4 years is £676,000

**Support documents**

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

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

**Reference No:** N/A

**Key** Yes

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

**Title:**

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

**The Decision needed:**

Background:

The Elms School is a good school designated for 96 pupils with behaviour and learning needs. Currently the school has 130 pupils on roll. This number is expected to increase to 158 from September 2019. It is necessary

therefore, to regularise this situation and increase the designated number of the school via a statutory process.

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

Proposed decision:

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

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

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

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

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

### **Consultees**

A consultation will take place in April/May 2019.

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

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

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

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

The Elms School will receive the funding for the pupils in line with the funding allocated to special schools through KCC's funding formula. A feasibility study needs to be undertaken to assess what, if any accommodation will need to be needed to enable the increase in the designated number.

### **Support documents**

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

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

**Key No**

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

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

**The Decision needed:**

**Background:**

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

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

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

**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

**Date:**

Not before May 2019

**Reason if Key Decision**

Tenax Trust and the Department for Education will have considered the equality impacts of opening a new school as part of their decision making. In respect of this proposed decision, to agree KCC can enter into a contract to deliver the school building, there are no known equalities implications.

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



<b>plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>The matter does not need to be considered by the Infrastructure Commissioning Board as the proposal is outside of the terms of reference.</p> <p>Consultation on the proposal to open a new school would be a matter for Tenax Trust and the DfE.</p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b></p> <p>The ESFA has allocated funding for the build costs of the school (circa £8.35 million) and this will be secured within a Development Agreement prior to KCC entering any Construction Contract. There will be no capital funding requirements from KCC in relation to the scheme and therefore no impact on the County Council’s MTFP.</p> <p><b>Support documents</b></p>

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

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> N/A.</p> <p><b>Key No</b></p>
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>19/00028 - Expansion of Palmarsh Primary School</b></p> <p><b>The Decision needed:</b>  Background Information:</p> <p>In January 2017 permission was agreed to release £2,200,000 from the Education and Young People’s Services Capital budget to enable Palmarsh Primary School to expand to 1FE. It was understood that this would be the first phase of a gradual expansion to 2FE.</p>

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

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

Options:

Consideration has been given as to how we can scale back the first phase of the expansion plans, ensuring there is: is sufficient high quality classroom space for the school to expand to 1FE; provision of a new entrance off Jubilee Close; increased car parking and the completion of agreed s278 works.

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

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

Proposed decision:

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

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

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

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

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

<p><b>Consultees</b></p> <p>This matter will be considered by the Infrastructure Commissioning Board on 30 April 2019 or 24 May 2019.</p> <p>A consultation on expanding to 1FE was undertaken in 2016, as there is no change to this decision further consultation is not required.</p> <p>The report will be submitted to the Children's, Young People and Education Cabinet Committee meeting on 28 March 2019.</p> <p>The view of the local member will be sought prior to the Cabinet Committee meeting.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b>  £1,200,000 has been secured in developer contributions of which £887,000 has been paid so far. The estimated costs for the mobile classrooms, new entrance, carparking and s278 works would be in the region of £700,000. The School will put the £75,000 towards this from their capital funding with the rest coming from the Children, Young People and Education Capital budget. The School will receive increased funding through the Delegated Budget. The rising roles will be protected in line with KCC Growth Funding Policy. Revenue funding will also be allocated to enable the School to resource one of the classrooms. At present that is at a value of £6,000.</p> <p><b>Support documents</b></p>

**NOT BEFORE JANUARY 2018 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member</b> - Deputy Leader and Cabinet Member for Finance and Traded Services</p> <p><b>Reference No:</b> Provision of this service is a statutory responsibility. The market was tested to establish levels of interest.</p> <p><b>Key</b> Yes</p>
<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>17/00125 - Healthwatch Kent interim contract</b></p> <p><b>The Decision needed:</b>  Proposed decision: To agree:-</p>

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

How the decision relates to Corporate Objectives

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

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

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

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

Deputy Leader and Cabinet Member for Finance and Traded Services

#### **Date:**

Not before January 2018

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

No equalities implications – whole Kent provision.

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

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

#### **Consultees**

The proposed incorporation of the Service User Forum and Mental health Action Groups into the Healthwatch Kent contract was discussed by the Adult Social Care Cabinet Committee on 23 November 2017.

The interim contract will be discussed by the Health Reform and Public Health Cabinet Committee on 24 January 2018.

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

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

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

**Support documents**

**NOT BEFORE OCTOBER 2017 BY CABINET MEMBER**

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

**Reference No:** None

**Key** Yes

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

**Title:**

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

**The Decision needed:**

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

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

**Who is taking the Decision**

Cabinet Member for Corporate and Democratic Services

**Date:**

Not before October 2017

**Reason if Key Decision**

None

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

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

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

**Consultees**

Property decisions to be discussed at the Property Sub Committee.

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

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

Property holding costs will cease upon sale.

**Support documents**

**Responsible Cabinet Member** - Cabinet Member for Planning, Highways, Transport and Waste

**Reference No:** None

**Key** Yes

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

**Title:**

**17/00084 - (Phase 2) A274 Sutton Road, Maidstone at its junction with Willington Street**

**The Decision needed:**

The Willington Street Junction Improvement Scheme is to help reduce congestion on the Sutton Road corridor on the A274 strategic route. Public engagement on the revised scheme layout will be carried out during August 2017, a report will be presented to advise the feedback and potential amendments including any related mitigation measures.

The scheme supports policy objectives of supporting existing businesses and encouraging economic activity with housing growth and job creation by reducing congestion and improving infrastructure and accessibility.

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

**Who is taking the Decision**

Cabinet Member for Planning, Highways, Transport and Waste

**Date:**

Not before October 2017

**Reason if Key Decision**

None - detailed scheme design will consider equalities aspects

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

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

<p><b>Consultees</b></p> <p>On-going liaison and engagement with residents and business community as required and at appropriate stages of the scheme development.</p> <p>The decision will be discussed at the Environment and Transport Cabinet Committee on 21<sup>st</sup> September 2017.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> The estimate cost is £3m and will covered under existing budget allocations from the Local Growth Fund and Section 106 Developer Contributions.</p> <p><b>Support documents</b></p>

## LONG TERM

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate and Democratic Services</p> <p><b>Reference No:</b></p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>Lawn Primary School, Gravesend - New Playing Field</b></p> <p><b>The Decision needed:</b> Update 01 February 2017: Officers have confirmed that the decision is still ‘live’ and that KCC continue to work with the landowner regarding use of the land and any consequential s106 arrangements. The process is expected to be lengthy and is likely to be ongoing for the duration of 2017.</p> <p>-----</p> <p>The Cabinet Member will be asked to agree that KCC take a long lease of 99 years at a nominal rent from Lafarge to facilitate expansion of school roll. Lafarge to create new playing field and to maintain subsoil thereafter. The Playing Field is being delivered as part of a s106 Agreement being a contribution to mitigate the impact of adjacent development of 510 homes upon Lawn Primary School and free up space on the existing Lawn PS site to enable expansion of the existing school buildings from 1FE to 2FE.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>

<p><b>Who is taking the Decision</b> Cabinet Member for Corporate and Democratic Services</p> <p><b>Date:</b> Before January 2018</p> <p><b>Reason if Key Decision</b> This decision is considered as a key decision owing to the length of the lease, in accordance with the Council's Property Management Protocol</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed Cabinet Member decision will be considered by the Property Sub-Committee at its meeting scheduled 27 March 2015</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> Lead officer: Kahren Knott – Estates Surveyor, Property &amp; Infrastructure Support 03000 416356 kahren.knott@kent.gov.uk Lead Director: Rebecca Spore – Director of Property &amp; Infrastructure Support 03000 416716 Rebecca.spore@kent.gov.uk</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> 16/00101</p> <p><b>Key</b> Yes</p>
<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>16/00101 - Proposal to expand Marden Primary School</b></p>



**The Decision needed:**

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

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

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

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

Cabinet Member for Children, Young People and Education

**Date:**

Not before January 2018

**Reason if Key Decision**

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

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

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

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

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

## Consultees

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

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

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

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

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

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

## Support documents

## UPDATE AWAITED

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

**Reference No:** 13/00095

**Key** Yes

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

**Title:**

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

**The Decision needed:**

To seek approval for the Director of Property and Infrastructure Support in consultation with the Cabinet Member for Corporate and Democratic Services to progress with and enter into the necessary legal

documentation to complete the disposal of residential land adjoining Great Clayne Lane Farm, Gravesend following the marketing of the site. The site has been marketed and offers received, shortlisted and a preferred purchaser has been identified. The Decision will seek for legal agreements to be actioned to complete the sale of the property.

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

**Who is taking the Decision**

Cabinet Member for Corporate & Democratic Services

**Date:**

Not before October 2015

**Reason if Key Decision**

Financial criteria is likely to be exceeded

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

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

**Consultees**

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

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

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

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

**Support documents**

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

**Reference No:** 14.00022

**Key** Yes

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

**Title:****Former Shepway Resource Centre, Folkestone - Disposal****The Decision needed:****LATEST UPDATE:**

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

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

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

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

Cabinet Member for Corporate & Democratic Services

**Date:**

Not before October 2015

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

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

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

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

01622 221151  
rebecca.spore@kent.gov.uk

**Support documents**

**DEFERRED**

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

**Reference No:**

**Key** Yes

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

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

**The Decision needed:**

**Update 09/03/2015:**

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

**Latest Update:**

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

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

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

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

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

- Firstly it helps deliver the “Kent Environment Strategy” by the provision of new environmentally friendly facilities (e.g. grey water) via the construction

technique with the eventual adaptation of new work practices within the new depot.

- Secondly it builds relations with key business sectors across Kent as the supply chain involved in such a project provides work to businesses of all sizes.
- Thirdly by the better siting and provision of facilities for the new depot it ensures that the most robust and effective public protection arrangements are in place for road management including bad weather response.

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

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

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

Cabinet Member for Corporate & Democratic Services

**Date:**

**Reason if Key Decision**

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

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

### **Consultees**

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

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

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

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

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

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

**Support documents**

**Responsible Cabinet Member -**

**Reference No:** 12/020231

**Key No**

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

**Title:**

**Eden Centre Lease**

**The Decision needed:**

**LATEST UPDATE:**

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

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

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

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

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

Risks identified are:

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

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

**Who is taking the Decision**

**Date:**

**Reason if Key Decision**

Not a key decision

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

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

**Consultees**

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

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

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

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

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

**Support documents**

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