



## **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 10 JUNE 2020**

**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:**  
**20/00053 - Proposal to increase the Designated Number of places at Broomhill Bank School, Broomhill Road, Royal Tunbridge Wells, Tunbridge Wells, TN3 0TB from 210 to 318 places from September 2020**

**The Decision needed:**  
**Proposed decision –**

The Cabinet Member for Education and Skills is asked to:

- a) increase the Designated Number of places at Broomhill Bank School, Broomhill Road, Royal Tunbridge Wells, Tunbridge Wells, TN3 0TB from 210 to 318 places from September 2020.
- b) agree to fund the expansion from the CYPE Basic Need Capital Budget.
- c) authorise the expenditure of up to £2m to deliver the additional accommodation required for the first phase of building works, required for the School Year commencing in September 2020.
- d) delegate authority to the Corporate Director for Children, Young People and Education to take necessary actions, including but not limited to entering into necessary contracts or taking other legal actions as required to implement the decision.

**Background Information:**

KCC, as the Local Authority (LA), has a statutory duty to ensure sufficient school places are available. This duty applies to Special Educational Needs (SEN) provision, as well as mainstream settings. The County Council’s Commissioning Plan for Education Provision in Kent 2020-24 is a five-year rolling plan which is updated annually. It sets out KCC’s 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>

The Commissioning Plan highlights the SEN place pressure that Kent has experienced, with the number of Education Health and Care Plans (EHCPs) increasing significantly in recent years. The most prevalent and fastest growing need type is ASD (Autistic Spectrum Disorder) and data indicates that 40% of children and young people aged 0-25 years with EHCPs have ASD as their primary need type.

The demand for ASD places at Broomhill Bank School has increased commensurately, with strong parental preference. Broomhill Bank has a Designated Number of 210, but there is pressure for the school to accept additional pupils to meet demand in both West and North Kent. The Broomhill Bank Governing Body, with support from KCC, is proposing to increase the school's Designated Number from 210 to 318 places from September 2020.

Feasibility work and curriculum analysis has been undertaken across both school sites to ensure the school can meet the needs of the additional number of pupils proposed. This work indicates that the school will need increased classroom provision, car parking and school access changes; alongside enhancement of existing sports provision at the Broomhill Bank North site at Swanley, and additional sports provision at the West site in Tunbridge Wells. Additional modular accommodation will be required on both the West and North sites as well as internal reconfiguration within existing buildings.

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before June 2020

### **Reason if Key Decision**

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

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

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

### **Consultees**

In accordance with the Department for Education's Statutory Guidance (October 2018): Making 'prescribed alterations' to maintained schools,

there is a need to undertake a formal statutory consultation process.

There will be an informal education consultation from 1<sup>st</sup> May 2020 to 8<sup>th</sup> June 2020. Further information is available on the School Consultation webpage:

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

Subject to the decision from the Cabinet Member, a Public Notice is planned to run from 19<sup>th</sup> June to 17<sup>th</sup> July 2020

Decision by the Cabinet Member outside of Cabinet Committee would be needed to enable the statutory process to be completed before the end of the 2019/20 academic year.

The Local Member's views will be sought and any comments provided will be included in the Cabinet Member report concerning the proposed change.

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

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

Feasibility work has been undertaken which estimates the total cost of additional accommodation to be circa £4m, which would be wholly funded by the CYPE Basic Need Capital Budget. The delivery of the additional accommodation to provide capacity for the increased Designated Number is proposed to be delivered over two phases. The first phase of works will deliver the accommodation required for the School Year beginning in September 2020. Detailed costings have been undertaken for these works and a cost of £2m identified. Planning permission would not be required for the works. This would provide the school with the initial capacity it would need to accommodate a staggered increase in pupil numbers.

A second phase of works would be undertaken to provide the school with the additional accommodation it requires to accommodate a total roll of 318 pupils in subsequent years. This would include the provision and enhancement of sports facilities... Continued in Cabinet Member report/PRoD.

##### **Support documents**

**NOT BEFORE 4 JUNE 2020**

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

**Reference No:** Under the Environmental Protection Act 1990, as the Waste Disposal Authority, KCC has a legal obligation to provide a waste disposal service. The original commissioning solution enabled the Authority to discharge its statutory duty as Waste Disposal Authority. KCC will be using Regulation 12 (Public Contracts between entities within the public sector) of the Public Contracts Regulations 2015 to extend these Contracts.

**Key** Yes

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

**Title:**  
**20/00052 - Organics Waste Processing Contracts - Request for approval to extend the Contracts**

**The Decision needed:**

**Proposed decision: (TO BE CHANGED)**

To provide authority to the Corporate Director for Growth, Environment and Transport to extend the Organic Waste Processing Contracts for up to six years

**Background:**

There is an existing ROD, decision number 14/000/44 for the processing of Green Waste in Kent. There is no delegation to extend the contracts under the existing ROD, however, there exists the option to extend within the current contractual arrangements. The Contracts have the option to extend the Initial Term in two phases: the first period of 48 months and the second period of 24 months.

**The Contracts were awarded to:**

- SS1273 (Lot 3) – Green Waste arising in East Kent - Countrystyle Recycling Limited.
- SS1273 (Lot 4) – Green Waste arising in Mid Kent - New Earth Solutions (Kent) Limited.
- SS1273 (Lot 5) – Green waste arising in West Kent - New Earth Solutions (Kent) Limited.

The contract with Countrystyle Recycling Limited already contains conditions for incorporating the processing Waste collected from the kerbside, which is additional volume to that currently received at Household Waste Recycling Centres, this is in accordance with Regulation 72(1)(a) of the Public Contract Regulations 2015. The extension of this contract will enable KCC to meet future demand by incorporating the processing of green Waste collected from the kerbside by the Waste Collection Authorities in East Kent when the title of Waste transfers to KCC on 16 January 2021.

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

**There are two options as follows:**

1. **Do nothing – the current contracts will elapse with an unofficial arrangement in place with the current provider/s.**
2. **Extend the existing arrangements under the current contracts' terms and conditions, with the additional processing of Green Waste collected from the kerbside by the Waste Collection Authorities in East Kent from 16 January 2021**

The 2<sup>nd</sup> option is possible as the existing contracts are satisfactory and performing well. A full procurement is not required as there is already the option to extend;



both contracts are commercially competitive and have been through a competitive tendering process at the time of the initial decision.

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

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

Cabinet Member for Environment

#### **Date:**

Not before June 2020

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

Equalities Implications:

An EQIA was completed for the original ROD and there are no changes to the assessment.

Data Protection implication:

There is no personal data collected or exchanged and no implications under GDPR.

#### **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**

Views will be sought from all members as part of the decision-making process.

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

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

- Across both phases of the contract extensions, there is sufficient budget to fund the service.

- KCC's Waste Management's budget for the current year (2019/2020) for the Organics contracts is £2,221,900.00. The costs for the two extensions are:

- Phase 1 extension – 48 months = £8,407,431.00
- Phase 2 extension – 24 months = £4,606,122.00

These are revenue-based expenditure contracts that are within existing budgets, However, there is an opportunity to realise savings by negotiating a reduction to the gate fee for Green Waste received in East Kent when the

requirement to process both kerbside and HWRC Green Waste increases the volumes of Green Waste processed by Countrystyle Recycling Limited.

Provide £ total for the overall cost to KCC (including capital and revenue across whole project or full lifetime of the contract if relevant)?

The total cost for the two extension phases (72 months in total) across all three Contracts is, with annual indexation: £13,013,553.00.

### **Support documents**

**NOT BEFORE 3 JUNE 2020**

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

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

**Key** Yes

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

**Title:**

**20/0047 - Proposal to establish two 16 place Specialist Resourced Provisions (SRPs) for ASD in Thanet District at Garlinge Primary School & Nursery and Holy Trinity and St John's CE Primary schools from January 2021**

**The Decision needed:**

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

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

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

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

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

**Proposed decision:** The Cabinet Member for Education and Skills is asked to:

- (i) Issue two public notices to establish two 16 place Specialist Resourced Provisions (SRPs) for Autistic Spectrum Disorder (ASD) at Garlinge Primary School & Nursery and Holy Trinity and St John's CE Primary School from January 2021.

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

- (ii) Establish two 16 place Specialist Resourced Provisions (SRPs) for Autistic Spectrum Disorder (ASD) at Garlinge Primary School & Nursery and Holy Trinity and St John's CE Primary School from January 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 June 2020

### **Reason if Key Decision**

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

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

No adverse impacts were identified during the assessment. The outcome

of the public consultation and community consultation will enable the Local Authority to test out these assumptions.

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

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

**Consultees**

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

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

A report is planned to be submitted to the Children's, Young People and Education Cabinet Committee meeting on 26 June 2020.

Views will be sort from the Local Members during the consultation period and will be included in the report submitted to Children's, Young People and Education Cabinet Committee on 26 June 2020.

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

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

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

**Support documents**

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

## Regulatory Services

**Reference No:** Section 17 of the Crime and Disorder Act 1998, as amended by the Police and Justice Act 2006, requires responsible authorities to consider crime and disorder (including antisocial behaviour and other behaviour adversely affecting the local environment); and the misuse of drugs, alcohol and other substances in the exercise of all their duties, activities and decision-making.

**Key** Yes

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

**Title:**

#### **20/0051 - Expansion of Community Warden Service**

**The Decision needed:**

**Proposed Decision:**

To agree a programme of activities which will enhance and expand the Kent Community Warden Service in line with the objectives of the KCC Strategic Delivery Plan - SDP (2020-2023) and also enable the Service to provide a vital component of the county's ongoing Response to, and Recovery from, COVID-19

**Background:**

The Kent Community Warden Service (KCWS) has, since 2002, become a recognised and highly valued service to Kent's communities, helping to create stronger and safer communities – its overarching purpose. The service forms a key part of the County Council's response to its statutory responsibilities under the Crime and Disorder Act 1998 (amended by the Police and Justice Act 2006) delivering a frontline response to local issues in partnership with the other statutory responsible authorities.

Whilst retaining its broad remit, the KCWS has adapted and evolved over the years to effectively build upon the original aims as it responds to local issues including preventing crime and scams, supporting vulnerable residents, tackling social isolation and leading community development activities. The result has been that requests for assistance from various KCC departments, partnership agencies, external organisations and charities as well as public demand has been on the rise. Given the current climate and of course the current COVID-19 pandemic, the demands and need for the service have never been greater.

Enhancement is required to ensure the service is fit for purpose and supported through improvements to efficiency and effectiveness. Expansion is required to meet the existing high demand, which is expected to continue increasing, not just in terms of the progressively complex criminal and societal problems but also as the 65+ population increases by an estimated 24.9% over the next 10 years

## Options

The following options have been considered to address the KCC strategic objectives to enhance and expand the KCWS;

1. Maintain status quo and current service as is. (Not recommended - as does not address the increasing demand on the service, the recruitment and retention issues or fit with SDP 2020-23.)
2. Increase frontline warden numbers only. (Not recommended - as expansion would fail to address issues of recruitment and retention, warden job roles and appropriate supervision).
3. Enhance service and then expand as per proposal. (Recommended - to enable service improvements and maximise the impact of expansion whilst meeting the objectives outlined in the SDP.)

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

The proposed decision supports all three strategic outcomes as the service's focus is on the wellbeing of communities and particularly vulnerable residents.

## **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 June 2020

### **Reason if Key Decision**

Equalities implications:

The changes being introduced to the volunteer scheme have been subject to an equality impact assessment, with an outcome of 'low adverse' impact alongside a number of positive impacts due to the more flexible nature of the new scheme. The role review, career gradings and structural changes will be subject to a full EqIA as part of the business plan and consultation documents for the proposed changes.

Data Protection implications:

The Case Management System that is being developed is undergoing a Data Protection Impact Assessment to both inform the final configuration of the system (what data will be held and how) and the subsequent procedures (e.g. privacy notices, retention) required to suitably manage the data once the system is ready to go live.

<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>Views will be sought from all members as part of the decision-making process.</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 total cost of the proposal is £1m. A bid into the Strategic Development Board (SDB) £3.5m pot allocated in the Budget annually at County Council in February 2020 is being made to fund this proposal.</p> <p><b>Support documents</b></p>

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

<p><b>Responsible Cabinet Member</b> - Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</p> <p><b>Reference No:</b> The report will consider its statutory and fiduciary duties in recommending a suitable policy.</p> <p><b>Key</b> Yes</p>
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>20/00048 - COVID19 - Rent Management Policy</b></p> <p><b>The Decision needed:</b>  Background – COVID19 has had a considerable impact on businesses. Whilst the Government is offering a level of support, many tenants will still be impacted and are looking at options to ease their cashflow commitments during this period. Whilst arrangements may be contractual, KCC needs to consider its position as a responsible landlord and how it might support its tenants during this period.</p> <p>Decision – To agree a “COVID19 Response to Rental Management Policy”, reflecting the extraordinary conditions Kent County Council tenants are finding themselves in.</p>

<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b> Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services</p> <p><b>Date:</b> May 2020</p> <p><b>Reason if Key Decision</b> The policy will mitigate impacts to community, social and policy orientated services that in turn have a positive impact on groups identified within the assessment.</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>Cabinet Committee consultation not possible due to urgent progression of the decision.</p> <p>Member comment and engagement still possible via normal Proposed Record of Decision process.</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 adoption of a rent deferment policy will impact on the Council's cashflow in the short to medium term, but gives a higher likelihood of retaining tenants by helping them manage cashflow during this period.</p> <p><b>Support documents</b></p>

**NOT BEFORE 21 MAY 2020 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> The original funding allocation is subject to a contractual agreement between KCC and the Trust to offer a minimum of 330 Year 7 places for September 2019 and 2020. The school's current published admission number (PAN) is 285. The additional investment of £1m would</p>
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extend this offer of a minimum of 330 places for a further year (2021 to 2022 academic year) and the contractual agreement with the Trust would be adjusted to reflect this.

**Key** Yes

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

**Title:**

**20/00046 - Proposal to temporarily expand The Westlands (Secondary Academy) School by 1.5FE (45 places) for September 2021**

**The Decision needed:**

**Background:**

The Commissioning Plan for Education Provision in Kent 2020-24 identifies the need to commission additional capacity in the Swale District for Year 7 secondary school places from 2019. Additional capacity was secured through a temporary expansion of Westlands Secondary Academy by 45 places for September 2019 and September 2020 Year 7 entry. September 2021 shows a projected deficit of 74 places. There is a need to secure a permanent solution to the secondary place pressures from September 2023 onwards when the size of the pressure increases and is more sustained.

By 2021-22 a deficit of -74 places is predicted for Year 7 across the Sittingbourne non-selective and Isle of Sheppey non-selective planning areas, rising to -132 by 2023-24. These figures do not include any spare capacity required for in-year admissions, or growth related to housing from any new developments.

The commissioning of a new all through school to include 2FE primary provision and 6FE secondary agreed with developers on the North Sittingbourne (Quinton Road) site has been delayed due to the housing development not coming forward according to the original timeline as set out within the Local Plan. It is hoped that that we will gain access to the site by 2021. Alternative options will be explored in case this is not possible.

The commissioning of the additional temporary 1.5FE (45 places) at Westlands Secondary School will support the demand for places in Sittingbourne in September 2021 and ensure there are sufficient places available.

**Proposed decision:**

The Cabinet Member for Education and Skills proposes to agree to the allocation of £1 million for the temporary expansion of Westlands Secondary School by 1.5FE for September 2021 Year 7 entry.

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before May 2020

### **Reason if Key Decision**

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

- Sufficient year 7 places will be provided for September 2021 intake.
- Year 7 pupils will be able attend secondary school provisions in their locality.

No adverse impacts were identified during the assessment.

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

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

### **Consultees**

No Consultation will be undertaken related to any future proposal for permanent expansion.

The views of the local Member will be sought and included in any report to Cabinet Committee / Cabinet Member.

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

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

A record of decision on the capital allocation of £1.96m was signed by the Cabinet Member on the 6 December 2018. This funding was towards the total cost of replacement of a number of mobile classrooms on the Westlands site that had been taken out of use due to condition and health and safety concerns. This accommodation would otherwise not be useable as classrooms to meet the additional pupil place need. The school's current published admission number (PAN) is 285. The additional investment of £1m would extend this offer of a minimum of 330 places for a further year (2021 to 2022 academic year). The school will receive increased funding through their Delegated Budget. The rising rolls will be protected in line with KCC Growth Funding Policy. Revenue funding will also be allocated to enable the School to resource each new classroom as they come on -line. At present this is at a value of £6,000 per classroom. The School will appoint additional staff as the need arises.

**Support documents**

**NOT BEFORE 20 APRIL 2020 BY CABINET MEMBER**

**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:**

**20/00045 - Purchase of Land South of Seal Drive in Sevenoaks**

**The Decision needed:**

To Purchase the land south of Seal Drive in Sevenoaks for use as a playing field extension

To Delegate authority to the Director of Infrastructure, in consultation with the Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services and the Cabinet Member for Education and Skills, to approve necessary development works required to develop the land into usable playing fields and to finalise the terms of and enter into relevant contracts or other legal agreements as required to implement this decision.

- **Background**

The Wildernesse School site was developed in 2016 for a new 4FE Trinity School and for a 3FE satellite expansion for the Weald of Kent Grammar School for girls. In 2017, Trinity school expanded to 6FE. It is proposed that a boy’s grammar school will be co-located at the site as well.

The playing field facilities presently at the site are shared use. While there is sufficient sports provision on site, it requires careful scheduling as the schools need to timetable appropriately to ensure their curriculums are not adversely impacted. This need for collaborative planning will only be exacerbated if the site were to be used by three separate parties. This would mean that sports areas would be in use nearly all the time during the school year.

A timely opportunity arose where land adjacent to the school was offered for sale by the Royal Society for Blind Children. The land measures about 9.4 acres and would support the provision of a further 2 or 3 pitches. Initial feasibility has determined that the existing gradients on

the ground are not excessive and the requirement for levelling appears within acceptable parameters.

The land has a contiguous boundary with the playing fields of Trinity School and the satellite expansion of the Weald of Kent Grammar School.

KCC recently completed a consultation on the establishment of a Boys' Grammar satellite of the Tunbridge Wells Grammar School for Boys. Although the provision of 3FE of boy's selective places is not dependent on the acquisition of this land and the decision as to whether the provision will be approved is yet to be taken, the purchase and use of this land as playing fields for the existing schools on site would also be of benefit to the additional 3FE selective provision if progressed, and will result in all three provisions having access to a much greater offer for outdoor sports.

- Options

There are no options. The potential to acquire this land was an unexpected opportunity.

This needs to be considered as urgently as possible. It is an excellent opportunity to acquire a valuable and useful asset, that will enhance the school sports experience for more than two thousand local school students, as well as the wider local community. If this acquisition is not progressed at pace, the vendor is likely to seek alternative buyers.

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

#### School Sports Facilities

The acquisition of this land greatly enhances the outdoor sports provision for both the Trinity School, the Weald of Kent Grammar School satellite and the provider of 3FE of Boys selective provision, should this be agreed.

Depending on the season and the curriculums of the schools, the grassed areas could be marked for hockey, athletics, rugby or football or several smaller training areas. The additional land would also offer opportunities for cross country running around the perimeter, offering a total running distance of more than 1.5km, across a challenging mix of vegetation, gradients and direction changes.

#### Other Opportunities for Use

##### *Additional Community Use Facilities*

There is quite a demand for sports facilities in Sevenoaks and the schools on the site would work together to make certain areas of the site available for hire by the local community, when and where it is appropriate, i.e. when not in use by the schools. New pitches would result in the existing facilities being not overused. This adds to the

potential for out of hours community use.

#### *Forest Schools*

The abundant, established woodland, particularly in the western edge and the central copse, provide excellent opportunity for Forest School teaching. A Forest School is a specialised learning approach that sits within and complements the wider context of outdoor and woodland education. It has a holistic, sensory and structured approach and is frequently seen as being of special benefit to children with disabilities and those whose learning is challenged in other ways. More information can be found at this website:

<https://www.forestschoollassociation.org>

#### *Habitat*

A feasibility study indicates that the site is a habitat, or potential habitat for many types of flora and fauna. These would be of tremendous interest to the Forest School and as study material for biology and humanities students. KCC and the schools would seek to preserve these habitats and would consider further action to enhance and create new habitats.

#### *Use by Royal Society for Blind Children Approved Sporting Events*

The history of Dorton House and the care and teaching of blind and partially sighted children, is one that KCC would like to perpetuate. To this end, the schools on the site would be willing, by prior arrangement, to make available such sports or forest school facilities that might be of use to the [RSBC](#), maybe as part of their Health and Well-being Club programme.

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

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

Cabinet Member for Education and Skills

#### **Date:**

Not before May 2020

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

An Equal Opportunities assessment has been completed and the proposal has been assessed as offering improved facilities for students with disabilities and for students of faith and no faith.

Data Protection implications - None

#### **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**

No consultation is planned
<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>  Capital  A study has been carried out which provides an estimate of the cost of acquisition. That amount is commercially sensitive at this time and will be met from the CYPE Basic Need Capital Budget. The amount of the funding required is in an exempt appendix of the accompanying decision report.</p> <p>The site is currently fenced and laid to meadow grass and woodland. It will require some remediation, levelling and forming. Funding for this will be sought through Community Infrastructure Levy, or if this is unsuccessful, it will be included as part of the planned re-development of existing sports facilities on the site, funded from the CYPE Capital Programme.</p> <p>Revenue Funding:  The maintenance of the additional sports facilities will be through the schools' budgets, facilitated by a joint agreement between all parties.</p> <p>Assets  The land would be Freehold as an asset to KCC. It is situated on a private residential road in a prime area on the rural fringe of Sevenoaks town.</p> <p><b>Support documents</b></p>

**NOT BEFORE 5 MAY 2020 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member - Cabinet Member for Integrated Children's Services</b></p> <p><b>Reference No:</b> We are within the two year optional extension of the Liquidlogic contract, so this is within the remit of the contract that we have in place.</p> <p><b>Key</b> Yes</p>
<b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>20/00036 - To extend the current contract with Liquidlogic until 2021</b></p> <p><b>The Decision needed:</b>  <u><b>Background Information:</b></u></p>

A decision was made in 2011 to replace the existing social care system, and to develop a new ICT Strategy for Children's Social Services. This went to cabinet on 18/07/2011 where *'Cabinet resolved to endorse the overall ICS Programme and Strategy as detailed in the Cabinet report so that the programme could continue to deliver against the immediate needs of Children's Services. Also now having put in place a framework for the sustainable delivery of ongoing changes to the ICT system, practice and policies in use by Children's Service, Cabinet further resolved that a process should now be commenced for the procurement and implementation of a suitable long-term ICT solution.'*

The procurement and contract award then took place and Liquidlogic was awarded the contract in March 2012, with a value of £800,000. Following successful use of the system, the contract has been added to in the last 8 years to include additional workspaces and portals, and modules for Early Help, Troubled Families and the Disabled Children's Service.

We are already towards the end of the first year of this two-year contract extension as it has taken time to agree the paperwork for the extension with the supplier (Liquidlogic) and ICT Commissioning, and it was only once this paperwork was passed to Strategic Commissioning that it was discovered that the contract extension period now takes us over the £1 million threshold.

It is important that we have ongoing continuity of a social care and early help system for recording and evidencing our support and interventions with children, young people and families. This ensures we can safeguard children, meet our statutory duties, fulfil our statutory return obligations to the DfE, and ensure we can evidence the impact of our work to Ofsted.

The current contract will end in March 2021 and we are already planning for the next contract award.

**Proposed Decision:**

The Cabinet Member for Integrated Children's Services is asked to extend the current contract with Liquidlogic until 2021.

**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 May 2020

**Reason if Key Decision**

These were considered as part of the original procurement and implementation process. This decision does not propose any change to current processing or recording. When tendering for the new contract in 2021 the EqlA will be updated as part of the decision-making process.

<b>Reason if this decision has been delayed/withdrawn from a previous plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>This decision will follow Kent County Council’s contract awards policy.</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 two year contract extension is for ongoing annual software and maintenance of the existing system, to ensure it is still supported and upgraded to continue to meet our statutory requirements. These are revenue costs paid for by ICT Commissioning. There are no capital costs as the system has already been implemented. We are seeking formal approval for the two-year contract extension as this means that the contract awarded in 2012 now exceeds the £1 million threshold.</p> <p><b>Support documents</b>  PRoD  Report</p>

<p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> Failure of the LA to publish and adhere to County Policy, could leave it open to challenge where pupils may be denied access to education to which they are legally entitled.</p> <p><b>Key</b> Yes</p>
<b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>20/00037 - Elective Home Education (EHE) Policy</b></p> <p><b>The Decision needed:</b>  <u><b>Background Information:</b></u></p> <p>KCC formalised its Elective Home Education (EHE) Policy in 2015. It is administered by Fair Access in CYPE. Kent children can quickly get the right support to ensure their educational needs are met at the earliest opportunity be that advice and signposting for home educating families or direct action to assist them in securing a school where they have had difficulties with this. Since 2015 the numbers have grown from 1622 in the 2015/16 academic year to 2690 in the 2018/19 academic year. There is a National trend in growth and Kent has the highest numbers in the</p>



country. It is 5 years since the Policy was last reviewed and this updated version reflects the most recent government guidance in this area of work.

**Proposed Decision:**

The Cabinet Member for Education and Skills is asked to agree the revised County EHE Policy. The revised County EHE Policy reflects the changes made to departmental guidance issued by the Department for Education and prepares the way for any legislative changes which may be introduced in the near future.

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

**Who is taking the Decision**

Cabinet Member for Education and Skills

**Date:**

Not before May 2020

**Reason if Key Decision**

There is no negative impact on any particular groups. There is positive impact on SEN (disability), race and religion/belief, as the policy is aimed at providing greater awareness of processes for all families who are choosing elective home education and will ensure that children are in receipt of the education to which they are legally entitled, either through Home education or by returning to mainstream education, whilst ensuring that staff working in EHE are sensitive to cultural or religious backgrounds.

**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**

No public consultation is planned or has been undertaken. There are no significant changes to the previous policy, just further clarity of wording and presentation and further alignment to government advice.

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

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

N/A – The Policy update will not impact existing operations financially other than to clarify the county approach and provide better information for parents.

**Support documents**

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Education and Skills</p> <p><b>Reference No:</b> There are no specific legal implications for KCC. The change relates to children who are under the statutory school age.</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>20/00038 - Proposal to increase the designated number at Five Acre Wood School, Boughton Lane, Maidstone, ME15 9QF from 465 to 580 places from September 2020</b></p> <p><b>The Decision needed:</b>  <b><u>Proposed decision:</u></b></p> <p>The Cabinet Member for Education &amp; Skills is asked to agree the proposed change to Five Acre Wood School, Boughton Lane, Maidstone ME15 9QF to increase the Designated Number from 465 to 580 places from September 2020.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b>  Cabinet Member for Education and Skills</p> <p><b>Date:</b>  Not before May 2020</p> <p><b>Reason if Key Decision</b>  An Equality Impact Assessment (EqIA) has been produced and is accessible online via the following link: <a href="http://www.kent.gov.uk/schoolconsultations">www.kent.gov.uk/schoolconsultations</a>. No issues have been identified in the early stage EqIA, but the assessment will be reviewed as the project continues.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>In accordance with the Department for Education’s Statutory Guidance (October 2018): Making ‘prescribed alterations’ to maintained schools, there is a need to undertake a formal statutory consultation process.</p> <p>The consultation runs from 3<sup>rd</sup> March 2020 to 31<sup>st</sup> March 2020. Further information is available on the School Consultation webpage:</p>

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

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

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

There is no requirement for further additional accommodation to be provided for the proposed increase in the school's Designated Number, and therefore no capital expenditure relating to this proposal. Five Acre Wood will receive funding for the additional pupils that it admits in line with the funding allocated to special schools through KCC's funding formula.

##### **Support documents**

PRoD  
Report

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

**Reference No:** There are no specific legal implications for KCC. The change relates to children who are under the statutory school age.

**Key No**

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

##### **Title:**

**20/00039 - Proposal to alter the age range at Greenfields Community Primary School, Oxford Road, Maidstone, ME15 8DF from 3-11 years to 2-11 years from September 2020**

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

##### **Proposed decision:**

The Cabinet Member for Education & Skills is asked to agree the proposed changes to Greenfields Community Primary School, Oxford Road, Maidstone ME15 8DF to alter the age range from 3-11 years to 2-11 years 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 May 2020

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

An Equality Impact Assessment (EqIA) has been produced and is accessible online via the following link: [www.kent.gov.uk/schoolconsultations](http://www.kent.gov.uk/schoolconsultations). No

issues have been identified in the early stage EqIA, but the assessment will be reviewed as the project continues.

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

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

**Consultees**

In accordance with the Department for Education’s Statutory Guidance (October 2018): Making ‘prescribed alterations’ to maintained schools, there is a need to undertake a formal statutory consultation process.

The consultation runs from 3<sup>rd</sup> March 2020 to 31<sup>st</sup> March 2020. Further information is available on the School Consultation webpage:

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

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

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

The building works for the proposed scheme will be funded by the SNCF capital grant of up to £369,300 provided by the DfE. The school will also receive revenue funding from the County Council based on the number of children in the setting and hours that they attend, through the Early Years Funding Formula which includes Free for 2 funding for eligible children.

**Support documents**

PRoD  
Report

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

**Reference No:** The provision of sufficient school places is a statutory duty and contributes to the Strategic Business Plan Priorities to ensure that “Children and Young People in Kent get the best start in life”.

**Key** Yes

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

**Title:**

**20/00040 - Proposal to make prescribed alterations to Stone Bay (Foundation) Special School from September 2020**

**The Decision needed:**

**Background Information:**

The age-range of Stone Bay (Community Special) School changed from 8-19 years to 5-19 years from September 2019 with the introduction of KS1 classes. The school, together with KCC, now wish to extend the provision to include a reception class (EYPS) to enable the school to take children from aged 4 in order to meet local need for reception specialist places.

**Decision:**

The Cabinet Member for Education & Skills is asked to:

- (i) Issue a public notice to permanently change the age range of the school and increase the designated number of the school and subject to no objections being received to the public notice; and
- (ii) Change the age range from 5-19 years to 4-19 years in order to provide reception places and to increase the designated number from 80 to 90 to respond to the demand for specialist 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 May 2020

**Reason if Key Decision**

An Equality Impact Assessment has been produced as part of the consultation process. The assessment identified the following positive impacts: Reception aged children with autistic spectrum disorder (ASD), profound, severe and complex needs and additional comorbidities needs in the Thanet district will be able to attend provision local to their homes. There will be an increase in the total number of places available for children with Complex Needs and ASD. No adverse impacts were identified during the assessment. The outcome of the public consultation and community consultation will enable the Local Authority to test out these assumptions.

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

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

**Consultees**

A public consultation period will be held from 3 March 2020 to 31 March 2020.

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

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

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

The School is proposing to refurbish and reconfigure current classrooms to accommodate a reception class with a care suite and toilets and create an outdoor learning and play area this has been costed at £75,000. As per KCC policy a total of £6,000 per newly provided classroom will be provided to the school from the DGS revenue budget. KCC will work closely with the senior leadership teams of the school to ensure that all appropriate accommodation and facilities are provided to enable them to deliver an effective curriculum.

**Support documents**

**NOT BEFORE 30 APRIL 2020 BY CABINET MEMBER**

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

**Reference No:** The new contract from August 2020 will be extendable by up to 2 years to March 2025, subject to satisfactory performance and availability of funding.

**Key** Yes

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

**Title:**

**20/00033 - Inward Investment Services**

**The Decision needed:**

**Proposed Decision:**

The Cabinet Member for Economic Development to agree to entering into a contract with the successful bidder once the selection process is completed.

**Background:**

Kent County Council is seeking to procure Inward Investment Services for the period August 2020 to March 2025. This will replace the existing inward investment services contract with Locate in Kent, which commenced in August 2016 and runs until the end of July 2020.

The Inward Investment Service will deliver, alongside Kent County Council and Medway Council, specific outcomes that contribute to economic development in Kent and Medway. These are:

- More investment opportunities from overseas markets

- Increased supply chain benefits for local businesses
- More inward investment in Kent and Medway
- Raised profile as a destination for inward and foreign direct investment.

The Inward Investment Service will be contracted to a supplier for the period August 2020 to March 2025 on a 2yrs 8mths+2 years basis, the final 2 years subject to satisfactory performance and availability of funding. The purpose of the service will be to promote and raise the profile of Kent and Medway as an attractive business investment location for UK and foreign-owned businesses relocating and expanding within and into the county, and to create jobs from successful company investments.

The new inward investment services contract would be up to 4 years 8 months from August 2020 to March 2025 and would cost £3,986,667. The contract will be funded by KCC, Medway Council (confirmed) and the European Structural and Investment Fund (ESIF) Growth Programme. The ESIF funding will be subject to a Grant Funding Agreement between KCC and MHCLG.

The service will aim to promote and raise the profile of Kent and Medway as a business location with the aim of attracting new investment from Kent, UK and overseas businesses, creating jobs and economic prosperity. Contracted outputs over the contract period will be 4,200 new jobs from SMEs and non-SMEs and 150 successful projects. There will be specific outputs for the ESIF-funded part of the project to provide consultancy support to SMEs and to create new jobs which are included within the overall 4,200 target.

#### **Options:**

Four options were considered in addition to a Do Nothing option:

**Doing nothing.** This would mean having no further external service commission after the cessation of the current contract with Locate in Kent, and no in-house provision within KCC. This would provide significant financial savings to KCC. However, because there is currently no comparable business support service in Kent and Medway, this would result in a failure to capitalise on opportunities for growth in the local economy and job creation.

**Option 1 – Do minimum.** This would mean establishing for the first time a bespoke, outward-facing business support service based in KCC. Although currently KCC does not have the expertise in-house to provide the specialised, face-to-face support that businesses want, this would potentially deliver cost savings to the County Council. However, it is unlikely to attract financial support from Medway Council, the ESIF programme and the private sector. There would also be TUPE implications of transferring staff from the current supplier to KCC.

**Option 2 – Less ambitious.** This would mean an external supplier providing a less ambitious service at a lower price than currently. This would deliver financial savings to KCC and other potential funders, and would maintain

some specialised inward investment services in a post Brexit economy. However, it could result in a reduction in the county's ability to compete for domestic and foreign inward investment, and it is uncertain whether financial support would be forthcoming from Medway Council. Under this option there would be possible TUPE implications of transferring staff from Locate in Kent to another supplier.

**Option 3** – Preferred option. This would involve delivering a targeted approach to attracting more domestic and foreign business investment to Kent and Medway, focusing specifically on the opportunities and challenges in a post-Brexit economy. This is the preferred option and is supported by the proposed funding partners, who will provide financial support for the first three years of the proposed commission. Under this option there would be possible TUPE implications of transferring staff from Locate in Kent to another supplier.

**Option 4** – Most ambitious/more ambitious than preferred. This would be expected to cover all sectors across Kent and would thus increase targets and outputs. Although there would be higher targets and more business beneficiaries, with the potential to create more jobs, this option would be too costly and therefore unaffordable. Under this option there would be possible TUPE implications of transferring staff from Locate in Kent to another supplier.

The preferred option will deliver an improved service and a more targeted approach to attracting domestic and foreign investment in a post-Brexit economy.

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

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

Cabinet Member for Economic Development

### **Date:**

Not before April 2020

### **Reason if Key Decision**

Equalities implications:

An Equalities Impact Assessment has been undertaken for the service. No issues have been identified.

Data Protection implications:

An early stage Data Protection Impact Assessment has been undertaken for the service. No issues have been identified although this will be kept under review as the project continues.

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

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



**Consultees**

The proposed contract was considered by Growth, Economic Development and Communities Cabinet Committee on 13 September 2019.

The proposed decision will be considered by the Growth, Economic Development and Communities Cabinet Committee on 7 May 2020.

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

The expected total revenue cost of the contract from August 2020 to March 2023 is £3,986,667. There are no capital costs.

**Support documents**

**NOT BEFORE 21 APRIL**

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

**Reference No:** The works and lease agreement will be managed by Gen2 who will obtain all necessary consents from solicitors and required works from qualified surveyors.

**Key** Yes

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

**20/00026 - The Flete Unit, Margate - Sexual Health Clinic**

**The Decision needed:**

Proposed decision –

- The Cabinet Member for Adult Social Care and Public Health agrees to:
  - a) Develop the Flete Unit into a sexual health clinic and office space to deliver sexual health services from a single site in the Thanet area, secured via a 15-year lease.
  - b) Delegate authority to the Director of Infrastructure, in consultation with the Cabinet Member for Adult Social care and Public Health and the Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services to take relevant actions necessary to implement this decision, including but not limited to; entering into the required

contracts for the development works, finalising the terms of and entering into the required leases and other legal agreements as required to permit occupation and use of the site for the delivery of sexual health services.

- **Background –**

Kent County Council have a statutory duty to provide comprehensive sexual health services under the Health and Social Care Act 2012. Sexual health services currently delivered in Thanet are split over three sites which are either at capacity or lack the facilities to offer a full sexual health service. There is the need to move services to a premise that can offer the full sexual health service to the population of Thanet.

- **Options -**

Other sites in Thanet have been considered to varying degrees however none were able to be progressed due to either the site being unsuitable, or the site being granted to a different service. Sites include 3 retail units, a site in Mill Lane, Sarre Unit, Margate Adult Education Centre and Norfolk Road Hotel.

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

Kent's Strategic Statement outlines a commitment to ensuring Kent Communities feel the benefits of economic growth by being in-work, healthy and enjoying a good quality of life. The strategic statement outlines the need to invest in our infrastructure to deliver sustainable community assets, to plan for growth and to improve Kent's public health outcomes.

## **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 April 2020

### **Reason if Key Decision**

An initial EqlA screen has been conducted and has been submitted to the Equalities and Diversity team for further guidance on whether a full assessment is required. This will be continually reviewed as the project continues.

### **Data Protection implications**

There are no anticipated data protection implications from this decision.

### **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 proposed decision will be considered by the Health Reform and Public Health Cabinet Committee on the 30<sup>th</sup> April 2020, and the outcome of the discussion included on the decisions paperwork which the Cabinet Member will be asked to sign.</p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b>  Total of £2,918,800 over 15 years</p> <ul style="list-style-type: none"> <li>o Year 1 (2020/21) Total of £944,800 including £830,800 construction works and £114,000 rental and utilities.</li> <li>o Year 2 onwards (until 2035/36) Total of £141,000 per annum including rental, utilities, facilities management and contingency for repairs.</li> </ul> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member - Cabinet Member for Highways and Transport</b></p> <p><b>Reference No:</b> None</p> <p><b>Key</b> Yes</p>
<b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b>
<p><b>Title:</b>  <b>20/00028 - A20 Hall Road Junction Improvement</b></p> <p><b>The Decision needed:</b>  <b>Proposed decision:</b></p> <p>Approval to take the highway improvement through development and delivery including authority to progress any statutory orders and to enter into funding, land and construction contracts.</p> <p><b>Background:</b></p> <ul style="list-style-type: none"> <li>• The scheme involves the removal of the existing signalisation and</li> </ul>

provision of an elongated roundabout at the crossroads junction of A20 London Road with Hall Road and Mills Road.

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

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

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

Cabinet Member for Highways and Transport

### **Date:**

Not before April 2020

### **Reason if Key Decision**

The detailed scheme design will consider equalities aspects. A screening report has been completed and a full EqIA will be developed.

### **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 31 March 2020.

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

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

None. Scheme is fully funded by Local Growth Fund (LGF) and from S106 planning obligation contributions

### **Support documents**

**NOT BEFORE 14 APRIL BY CABINET MEMBER**

<p><b>Responsible Cabinet Member - Cabinet</b></p> <p><b>Reference No:</b> There are no legal implications arising from the decision.</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>20/00027 - Clean Up Kent and Public Realm Improvements</b></p> <p><b>The Decision needed:</b> <b><u>Proposed Decision:</u></b></p> <ul style="list-style-type: none"><li>a) Approve a programme of works to deliver a range of projects to ‘clean up’ Kent and to improve the public realm across Kent</li><li>b) Approve the proposed funding allocations and project development arrangements required to support and deliver the programme; and</li><li>c) Delegate authority to the Corporate Director for Growth Environment and Transport to take relevant actions, including but not limited to, entering into relevant contracts, legal arrangements or other arrangements, as necessary to implement this decision.</li></ul> <p><b><u>Background:</u></b></p> <p><i>Kent’s Future, Our Priority</i> will become Kent County Council’s new 5 Year Plan, to replace the previous strategic statement <i>‘Increasing Opportunities, Improving Outcomes (2015-2020)’</i>. The Plan is structured around seven outcomes which reflect the key things that residents and businesses said were essential to a good quality of life in Kent. One of the seven outcomes is, ‘A cleaner and greener Kent.’</p> <p>A key message from the recent public consultation was that residents care about the places they live in, they are proud of where they live, and want to protect these places by looking after the quality, maintenance and cleanliness of our physical environment, especially town centres, local streets, beaches, public rights of way and green spaces.</p> <p><b><u>Options:</u></b></p> <p>It was also clear from the public consultation that residents wanted the County to be clear how it will deliver the plan. This detail is contained within the 5-Year Plan objectives including working with partners to improve the quality of Kent’s public realm. It is intended that a range of physical improvements will be developed, in conjunction with local stakeholders to reflect different</p>

priorities but will be targeted at cleaning up and improving the quality and appearance of the public realm.

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

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

Cabinet

#### **Date:**

Not before April 2020

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

- Equalities implications  
Equalities Implications:  
There are no equality implications directly arising from the decision. An EqlA will be undertaken for individual projects as they are developed.  
  
Data Protection implications  
No personal data will be collected, therefore there are no data protection implications.

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

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

### **Consultees**

The decision is based on consultation feedback from the 5 Year Plan. Consultation included targeted workshops and a public consultation. Members were also involved via a cross-party Member workshop and political group briefings. The Leader also wrote personally to key partners to welcome their views in the consultation.

The proposed decision will be discussed at the Environment and Transport Cabinet Committee on 31 March and final decision will be taken at Cabinet on 27 April 2020.

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

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

An allocation for funding has been made from the Growth for Strategic Statement Priorities revenue budget line. There is also potential for Districts and Boroughs to match fund.

### **Support documents**

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

**Reference No:** The procurement process has been followed in accordance with Public Contracting Regulations 2015

**Key** Yes

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

**Title:**

**20/00030 - Residential Care for People with Learning Disabilities, Physical Disabilities and Mental Health Needs**

**The Decision needed:**

Proposed decision – To award the contracts to provide residential care for people with a learning disability, people with a physical disability and people with mental health needs to the successful bidders as identified following a procurement process.

Residential Care services for People with a Learning Disability, People with a Physical Disability and people with Mental Health Needs last went out to competitive tender in 2002 for the Disability contract and 2004 for the Mental Health contract.

The purpose of this tender is to ensure a relevant specification and to update current terms and conditions as well as to show due regards to the fair cost of care. The intention is to establish new contracts for care homes for People with a Learning Disability, People with a Physical Disability and People with Mental Health Needs from June 2020

**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 April 2020

**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**

This will be discussed at Adult Social Care and Health Cabinet Committee on 22nd May

Which Divisions / Local Members are particularly affected: All Members

There will be no public consultations, as the service delivery will remain essentially the same as current provision, in the foreseeable future. Provider market engagement activities will be undertaken to engage with and develop relationships with potential providers, who currently provide or have experience in working with adults and children with assessed support needs in their own homes and within the community. This will be followed up by regular communication via bulletins and information sharing using the council's website. There may be changes to these services within the life of the contract, which may require public consultation.

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

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

The significant risk to letting these contracts is the impact on price. With the change of how sleep-in shifts are measured, there will be impact on the overall price paid. Engagement with the market will provide the detailed information required to work with Finance colleagues to scope the potential financial impact balancing the pressure from providers, good outcomes for service users, legal requirements, transparency of a fair cost of care.

New contract minimum of four years with two, two-year extensions. 4 years approx. value £322m

##### **Support documents**

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

**Reference No:** The procurement process has been followed in accordance with Public Contracting Regulations 2015

**Key** Yes

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

**Title:**  
**20/00031 - Care in the Home Service**

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

**Proposed decision** – To approve the award of the contracts to provide care and support in the home to the successful bidders as identified following a procurement process



Reason(s) for decision:

There is a mixed economy of Care in the Home Services across Kent for adults and children with assessed needs, predominantly contracted to external Providers and spot purchasing arrangements. The scope of these services includes:

- Home Care Services
- Extra Care Support (background hours and care and support)
- Discharge to Assess Services
- Supporting Independence Services (SIS)
- Supported Living Services

The services in scope deliver very similar tasks in people's homes and there is an opportunity to achieve improved consistency across the market by bringing services together. Additionally, providers delivering services such as SIS and Discharge to Assess are already delivering within an outcomes-focused approach, whilst the Home Care provision remains time and task focused. Aligning services under one contractual arrangement will enable the Council to take a consistent and equitable approach in shaping the market to focus on the personalisation and outcomes agendas. This will also support the Council's strategic outcome that 'older and vulnerable residents are safe and supported with choices to live independently'.

The new contract will bring together the above services, which have previously been delivered separately, under one contractual arrangement. An integrated Care in the Home Service will support a greater level of consistency, purchasing rigour and transparency in practice. It will also develop a clearer pathway, with less handoffs between services and a subsequent reduction in assessment costs. From a Provider perspective, this will enable better control as to how they manage need. This is in line with the requirements of the Care Act 2014 and Children Act 1989.

Furthermore, there is significant overlap between the tasks delivered by Care in the Home Service delivered by the Local Authority and Continuing Health Care support funded by the NHS. The new contract offers an opportunity to improve understanding of this duplication and realise efficiencies through working more collaboratively with health partners.

This has provided an opportunity to rethink what the Local Authority and the public need from Care in the Home services and, with approval, commission a new integrated model.

Legal Implications: The main legislative framework for the Care in The Home Service is the Care Act 2014, the Children Act 1989 and the principles of the Mental Capacity Act 2005.

Transfer of Undertakings (Protection of Employment) (Amendment) Regulations 2014 (TUPE) is likely to apply, and the Council will ensure in the event of a change of employer, that it will undertake necessary arrangements, within its remit, to provide for the protection of employees'

rights.
<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b> Cabinet Member for Adult Social Care and Public Health</p> <p><b>Date:</b> Not before April 2020</p> <p><b>Reason if Key Decision</b></p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>This will be discussed at Adult Social Care and Health Cabinet Committee on 22nd May</p> <p>Which Divisions / Local Members are particularly affected: All Members</p> <p>There will be no public consultations, as the service delivery will remain essentially the same as current provision, in the foreseeable future. Provider market engagement activities will be undertaken to engage with and develop relationships with potential providers, who currently provide or have experience in working with adults and children with assessed support needs in their own homes and within the community. This will be followed up by regular communication via bulletins and information sharing using the council's website. There may be changes to these services within the life of the contract, which may require public consultation.</p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b> £175m per annum – 5 year contract length planned</p> <p><b>Support documents</b></p>

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

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

**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:**

**20/0025 - Kent County Council adoption of Kent Nature Partnership Biodiversity Strategy 2020-2045**

**The Decision needed:**

**Background:**

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

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

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

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

Action is steered by a broad spectrum of ambitious objectives. In addition, the

Strategy includes priority habitats and species, the restoration of which, can play a significant part. The Strategy also looks to further work addressing overarching considerations affecting biodiversity recovery including wilding, climate change, natural solutions, soil health and invasive species.

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

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

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

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

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

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

Cabinet Member for Environment

### **Date:**

Not before April 2020

### **Reason if Key Decision**

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

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

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

<b>Consultees</b>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<p><b>Your name, Your Service, Your phone number and email address:</b>  It is considered that the Kent Biodiversity Strategy can be adopted by KCC. It is not anticipated that the Strategy will place any new financial burdens on the authority in terms of its implementation. Rather it will influence the way it delivers its services and capital works, and, potentially, where it may direct resources and investment in the future.</p> <p><b>Support documents</b></p>

**NOT BEFORE 24 MARCH 2020 BY CABINET MEMBER**

<p><b>Responsible Cabinet Member - Cabinet Member for Education and Skills</b></p> <p><b>Reference No:</b> Local authorities have a duty to prepare and publish by 31 May each year an annual transport policy statement specifying the arrangements for the provision of transport, or otherwise that the authority considers necessary, to make to facilitate the attendance of all persons of sixth form age receiving education or training.</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>20/00018 - Post 16 Transport Policy 2020-21</b></p> <p><b>The Decision needed:</b>  <b>Proposed Decision:</b></p> <p>The Cabinet Member for Education and Skills proposes to agree the Post 16 Transport Policy Statement for 2020/21.</p> <p><b>Background Information:</b></p> <p>There is a legal requirement for post 16 learners to stay in education, training or work-based learning until they reach 18 years of age, and as young adults there is an expectation they will contribute to the cost of their travel in most circumstances. Whilst there is no statutory duty to provide transport for Post 16 Learners there is a duty to consider applications for assistance with transport and to enable access to education. There are no planned changes to the Post</p>

16 Transport Policy Statement or this commitment for the 2020/21 academic year. KCCs primary method of meeting its obligation in regard to Post 16 Transport will be through the continued subsidy of the 16+ Travel Saver pass.

The post 16 Transport policy for Kent County Council enables access to education for Kent Learners. To assist Kent's young adults in accessing their education in schools, colleges and through apprenticeships or work-based training provision.

Kent County Council has provided students with the opportunity to apply for a Kent 16+ Travel Saver pass which is subsidised by the Authority and can be purchased through their learning provider. The 16+ Travel Saver pass gives unlimited access to the public bus network and learning providers can choose to further subsidise this charge to their students or trainees if they wish in cases of financial hardship.

With the participation age raised to 18 years, the 16+ Travel Saver pass will widen the opportunity for Kent's young adults to access the education provision of their choice at a subsidised cost. This may be at schools, academies, colleges or in the workplace through an apprenticeship or other work-based training provision. Support for accessing education is not prescribed and Kent use the 16+ Travel Saver pass to meet its duty to enable users' access to education.

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

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

Cabinet Member for Education and Skills

### **Date:**

Not before May 2020

### **Reason if Key Decision**

Post 16 Transport Policy has an overall positive impact for learners with protected characteristics, with little to no negative effects. The document and consultation information can be found via this link:

[https://consultations.kent.gov.uk/consult.ti/Post16Transport19\\_20/consultationHome](https://consultations.kent.gov.uk/consult.ti/Post16Transport19_20/consultationHome)

### **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 consultation runs from 10 February 2020 to 29 March 2020 which can be found at [www.kent.gov.uk/post16transport](http://www.kent.gov.uk/post16transport)

Members have been informed of the consultation via the Member bulletin and are welcome to submit a response.

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

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

Whilst KCC is not directly funded to support any transport requirements for learners over the age of 16, KCC has made significant financial commitments to Post 16 Transport. The LA commits in excess of £5 million on Post 16 Transport and draws an income of less than £2 million. Numbers fluctuate from year to year, but the total subsidy remains well in excess of £3 million per annum. On average, KCC subsidises just under 70% of the overall cost of Post 16 Transport to ensure learners can access their schools and colleges.

**Support documents**

PRoD

Report

Appendix A

Appendix B

Appendix C

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

**Reference No:** KCC will obtain all necessary consents from the LL.

**Key** Yes

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

**Title:**

**20/00019 - Dartford Youth Centre**

**The Decision needed:**

**Proposed decision:**

The Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services proposes to:

- Agree to sublease the Dartford Youth Centre to Europa Weightlifting Club for a period of 30 years; and
- Agree to delegate authority to the Director of Infrastructure to take relevant actions, including but not limited to, entering into necessary contracts as required to implement this decision.

**Background:**

Kent County Council (KCC) has a long ground lease interest in a site known at Dartford Youth Centre (DYC). The land is located in the Temple Hill area of Dartford. The land upon which DYC is built; is owned by Dartford Borough Council (DBC) who is landlord to the County Council.

The centre requires complete refurbishment to bring it into reasonable repair. Most of the property has been occupied by a private gym operator who wishes to take a long lease of the entire property. The present operator wishes to take a long lease to enable it raise funds for refurbishment.

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

**Who is taking the Decision**  
Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services

**Date:**  
Not before March 2020

**Reason if Key Decision**  
The proposed sublease will provide an opportunity for the club to invest in the building; providing an enhanced community facility; which in turn will help to improve the health and well being for the community.

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

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

**Consultees**

This matter will be considered by the P&R Cabinet Committee on 20 March 2020.

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

**Your name, Your Service, Your phone number and email address:**  
Peppercorn rent per annum throughout the term of the sublease. Each party to bear their own legal costs. In return for a peppercorn rent, the gym provider will be required to put the building and grounds into a good state of repair within an agreed timeframe.

**Support documents**

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

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



**Reference No:** KCC have a duty, under Section 22 of the Children Act 1989, to safeguard and promote the welfare of each child we look after. Section 11 of the Children's Act 2004 places a duty on a range of organisations and agencies to ensure their functions, and any services that they contract out to others, are discharged having regard to the need to safeguard and promote the welfare of children. Section 17 Children Act 1989 places a duty on Local Authorities to assess whether a young carer in their area needs support and what those needs.

**Key** Yes

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

**Title:**  
**20/00017 - Recommissioning of Early Help Services**

**The Decision needed:**

**Background:**

The vision of Early Help and Preventative Services is that every child and young person and their family, who need Early Help services, will receive them in a timely and responsive way, so that they are safeguarded, their educational, social and emotional needs are met, and they achieve good outcomes.

In November 2016, KCC commissioned several Early Help and Preventative Services to complement and support the development of the internal provided Early Help Services. These services include:

- The Family Support Service – a service to provide early support for families experiencing difficult challenges.
- The NEET Service – offers support to those young people who have been either NEET in excess of 6 weeks or whom have experienced multiple periods of NEET.
- The Young Carers Service – a bespoke service that offers support to young people who have a caring responsibility within their family unit.

Since commissioning these service, KCC's Children, Young People and Education Directorate has undergone a transformation programme integrating internal services to develop the new Integrated Children's Service. This has included the enhancement of the adolescent offer, investment in training and development, new practice models and the development of a single 'front door' for all referrals.

Recommissioning the Early Help services will ensure alignment with the new service arrangements. The existing contractual levers have been utilised to extend all three services until 30<sup>th</sup> September 2020, allowing the recommissioning to take place alongside the work currently being undertaken to refocus the Early Help element of the Children and Young Person's Mental Health Service into alternative evidence-based services/interventions.

**Proposed decision:**

1. Recommission a range of Early Help and Preventative Services in line with changes to KCCs Integrated Children's Services and the Local Transformation Plan for Children and Young People's Mental Health Services. Affected Services are:
  - The Family Support Service
  - The NEET Service
  - The Young Carers Service
2. Delegate authority to the Corporate Director for Children, Young People and Education, or other nominated officer to undertake the necessary actions to implement the decision.

**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 March 2020

**Reason if Key Decision**

An EQIA has been completed as part of the process and will continue to be reviewed as we progress the work. The services in scope form part of the wider Early Help offer and are designed to address the assessed needs of a child and their family through evidence-based interventions. Targeting of services will be based not only on individuals and groups with protected characteristics but also other areas of risk and vulnerability such as deprivation, substance misuse and mental health.

**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 work does not represent a significant service change. The contracts have been in place since 2016 and are performing well. Commissioners have started to consult with key stakeholders as part of the recommissioning exercise and will continue work with internal and external stakeholders (including Members, current service providers and the wider market) to best understand how the services should be shaped going forwards. Any proposed amendments to the current service provision will be communicated to schools, police and health providers and take into consideration the voice of the child. Where possible services will be co-designed by service users and young people will form part of the tender evaluation panels.

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

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

Total for services in scope: £2,910,878

There is existing capacity within the service to undertake the recommended changes. Further information on the recommissioning recommendations, including any identified financial savings opportunities, will be provided to CYPE Cabinet Committee on 11th March 2020.

**Support documents**

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

**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 and endorse the Transport Strategy for the South East as part of this proposal.
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 and 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. The Transport Strategy for the South East is being revised now that the public consultation has closed.

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:** 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:** 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**

<b>plan</b>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>A consultation 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.</p> <p>This matter will be discussed at the CYPE Cabinet Committee meeting on 10<sup>th</sup> January 2020, Ian Watts will attend.</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>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.</p> <p><b>Support documents</b></p>

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

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Community and Regulatory Services</p> <p><b>Reference No:</b> None Known</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>19/00096 - KCC's Civil Society Strategy</b></p>

**The Decision needed:**

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

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

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

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

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

Cabinet Member for Community and Regulatory Services

**Date:**

Not before May 2020

**Reason if Key Decision**

An Equalities Impact Assessment screening has been undertaken.

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

**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.**

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

**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&R Committee on 12th May (estimated).**

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

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

None Stated

**Support documents**

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

**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**

<p>Cabinet Member for Economic Development</p> <p><b>Date:</b> Not before December 2019</p> <p><b>Reason if Key Decision</b> Equalities implications – An Equalities Impact Assessment will be undertaken should a loan application be received.</p> <p>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.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>
<p><b>Consultees</b></p> <p>The proposed Key Decision will be discussed at the Growth, Economic Development and Communities Cabinet Committee on 28 November 2019.</p>
<p><b>Section 4 – Responsible Officer – Who to contact for more information.</b></p>
<p><b>Your name, Your Service, Your phone number and email address:</b> The loan of £5.3m will be capital funding allocated from non KCC funding sources (that is, the SELEP Growing Places Fund). KCC estimates that there will be revenue costs associated with application processing, appraisal, valuation and legal costs: these can be confirmed at the application stage. There will also be an ongoing administrative cost to KCC related to monitoring over the period of the loan, which would be covered by an administration charge levied on the borrower.</p> <p><b>Support documents</b></p>

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

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Education and Skills</p> <p><b>Reference No:</b> Contracting for KCC framework building contractors.</p> <p><b>Key No</b></p>
<p><b>Section 1 – the decision needed, how it relates to the Council's</b></p>

## 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 Gravesend 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**

**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>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>19/00058 - 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 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.</p> <p><b><u>Background:</u></b></p> <p>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.</p> <p>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.</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>

**Date:**

Not before October 2019

**Reason if Key Decision**

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

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

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

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

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

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

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

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

**Key** Yes

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

**Title:**

**19/00064 - Kent County Council and Kent Community Health NHS Foundation Trust collaborative partnership - delivery and transformation of Public Health services**

**The Decision needed:**

**Proposed Decision:**

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

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

**Background:**

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

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

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

commissioners to determine how they can best integrate and support acceleration of local care.

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

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

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

Cabinet Member for Adult Social Care and Public Health

#### **Date:**

Not before October 2019

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

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

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

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

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

### **Consultees**

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

#### **19/00064 - Delivery and Transformation of Public Health Services.**

*(Item. 8)*

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

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

**19/00064 - Delivery and Transformation of Public Health Services.**

*(Item. 12)*

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

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

2. It was RESOLVED that:-

- a) the context, risk and assurance associated with the proposed procurement approach for public health services be noted; and
- b) the decision proposed to be taken by the Cabinet Member for Adult Social Care and Public Health, to authorise the County Council to extend the collaborative arrangement with Kent Community Health NHS Foundation Trust, for the services listed in the report, until March 2025, be endorsed.

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

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

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

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

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

**Support documents**

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

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

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

**Key** Yes

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

**Title:**

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

**The Decision needed:**

Proposed Decision:

To revise and update Kent County Council's (KCC) Gypsy and Traveller Service Allocations Policy for managed sites.

Background:

This review work is part of ongoing, council-wide activity to update and improve our processes, policies and practices.

The priorities for the Gypsy and Traveller service are to:

- Improve current service efficiency whilst also planning for future demographic pressures within the Gypsy and Traveller community through better planning and countywide coordination on the provision of good quality sites.
- Manage the growing financial challenge by ensuring that pitch allocations are made in a clear and transparent manner and that rent affordability is confirmed prior to pitches being allocated.
- Improve licensee vetting, licence agreements and enforcement policies to ensure our sites' residents understand accepted levels of behaviour, including requirements for rent payments, both prior to being allocated a pitch and for the duration of their tenancy.



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

**Who is taking the Decision**

Cabinet Member for Community and Regulatory Services

**Date:**

Not before July 2019

**Reason if Key Decision**

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

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

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

**Consultees**

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

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

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

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
<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>19/00055 - Contract for Post Mortem Facilities at Mid Kent and Medway Coroner Area</b></p> <p><b>The Decision needed:</b>  To award a 4 year contract to Maidstone &amp; Tunbridge Wells NHS Trust (MTW) for the provision of post mortem (PM) facilities at Tunbridge Wells Hospital, Pembury for the Mid Kent &amp; Medway coroner area.</p>
<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 July 2019</p> <p><b>Reason if Key Decision</b>  An Equality Impact Assessment has been carried out and there is no potential for discrimination and all opportunities to promote equality are currently being taken in line with KCC policies and statutory requirement. Should any issues arise they will be dealt with in accordance with KCC policies and statutory requirements.</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>The proposed decision was considered and endorsed at the Environment and Transport Cabinet Committee on 16 July 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>  Based on 2018-19 activity levels the estimated cost for the 4 years is £676,000</p>
<b>Support documents</b>

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

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Children, Young People and Education</p> <p><b>Reference No:</b> N/A</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>19/00031 - Increase in the designated number at The Elms School, Dover</b></p> <p><b>The Decision needed:</b> Background:</p> <p>The Elms School is a good school designated for 96 pupils with behaviour and learning needs. Currently the school has 130 pupils on roll. This number is expected to increase to 158 from September 2019. It is necessary therefore, to regularise this situation and increase the designated number of the school via a statutory process.</p> <p>Legislation requires that statutory proposals are undertaken where the number of pupils on roll of a special school exceeds its designated number by more than 10%. Therefore, we are proposing to increase the designated number to 158, to regularise the current position and to increase the number of places available.</p> <p>Proposed decision:</p> <p>Increase the designated number of The Elms School, Dover from 96 to 158 places</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet Member for Children, Young People and Education</p> <p><b>Date:</b> Not before April 2019</p> <p><b>Reason if Key Decision</b> The Equality Impact Assessment is in place. No adverse impacts have been identified at this point.</p>

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

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

Funding Agency (ESFA) is responsible for funding the delivery of the new school.

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

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before May 2019

### **Reason if Key Decision**

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

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

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

### **Consultees**

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

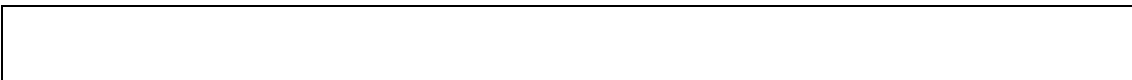
Consultation on the proposal to open a new school would be a matter for Tenax Trust and the DfE.

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

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

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

### **Support documents**



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

<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>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>19/00028 - Expansion of Palmmarsh 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 Palmmarsh Primary School to expand to 1FE. It was understood that this would be the first phase of a gradual expansion to 2FE.</p> <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.</p> <p>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.</p> <p>Options:</p> <p>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.</p> <p>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.</p> <p>A variation to the present planning permission will be required if this was to</p>

proceed.

Proposed decision:

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

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

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

Cabinet Member for Children, Young People and Education

### **Date:**

Not before April 2019

### **Reason if Key Decision**

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

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

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

### **Consultees**

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

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

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

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

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

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

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

classrooms. At present that is at a value of £6,000.

**Support documents**

**NOT BEFORE JANUARY 2018 BY CABINET MEMBER**

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

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

**Key** Yes

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

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

**The Decision needed:**

Proposed decision: To agree:-

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

How the decision relates to Corporate Objectives

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

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

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

**Who is taking the Decision**

Deputy Leader and Cabinet Member for Finance and Traded Services

**Date:**

Not before January 2018



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

**NOT BEFORE OCTOBER 2017 BY CABINET MEMBER**

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

<p>Services. The Decision will seek legal agreements to be actioned to complete the sale of the relevant properties.</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> Not before October 2017</p> <p><b>Reason if Key Decision</b> None</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b> Securing a capital receipt to fund the capital programme and to streamline the Council's property portfolio to achieve financial and efficiency benefits in line with appropriate policy</p>
<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>Property decisions to be discussed at the Property Sub Committee.</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> Property holding costs will cease upon sale.</p> <p><b>Support documents</b></p>

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Planning, Highways, Transport and Waste</p> <p><b>Reference No:</b> None</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>17/00084 - (Phase 2) A274 Sutton Road, Maidstone at its junction with Willington Street</b></p> <p><b>The Decision needed:</b> The Willington Street Junction Improvement Scheme is to help reduce</p>

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**

### **Consultees**

On-going liaison and engagement with residents and business community as required and at appropriate stages of the scheme development.

The decision will be discussed at the Environment and Transport Cabinet Committee on 21<sup>st</sup> September 2017.

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

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

The estimate cost is £3m and will covered under existing budget allocations from the Local Growth Fund and Section 106 Developer Contributions.

### **Support documents**

## **LONG TERM**

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

<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>
<p><b>Title:</b>  <b>Lawn Primary School, Gravesend - New Playing Field</b></p> <p><b>The Decision needed:</b>  Update 01 February 2017: Officers have confirmed that the decision is still 'live' and that KCC continue to work with the landowner regarding use of the land and any consequential s106 arrangements. The process is expected to be lengthy and is likely to be ongoing for the duration of 2017.</p> <p>-----</p> <p>The Cabinet Member will be asked to agree that KCC take a long lease of 99 years at a nominal rent from Lafarge to facilitate expansion of school roll. Lafarge to create new playing field and to maintain subsoil thereafter. The Playing Field is being delivered as part of a s106 Agreement being a contribution to mitigate the impact of adjacent development of 510 homes upon Lawn Primary School and free up space on the existing Lawn PS site to enable expansion of the existing school buildings from 1FE to 2FE.</p>
<b>Section 2 – Who is taking the final decision and when</b>
<p><b>Who is taking the Decision</b>  Cabinet Member for Corporate and Democratic Services</p> <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>
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>
<p><b>Consultees</b></p> <p>The proposed Cabinet Member decision will be considered by the Property Sub-Committee at its meeting scheduled 27 March 2015</p>
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>
<b>Your name, Your Service, Your phone number and email address:</b>

Lead officer: Kahren Knott – Estates Surveyor, Property & Infrastructure Support  
03000 416356  
kahren.knott@kent.gov.uk  
Lead Director: Rebecca Spore – Director of Property & Infrastructure Support  
03000 416716  
Rebecca.spore@kent.gov.uk

**Support documents**

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

**Reference No:** 16/00101

**Key** Yes

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

**Title:**

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

**The Decision needed:**

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

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

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

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

**Who is taking the Decision**

Cabinet Member for Children, Young People and Education

**Date:**

Not before January 2018

**Reason if Key Decision**

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

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

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

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

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

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

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

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

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

Jared Nehra, Area Education Officer for West Kent  
03000 412209  
[Jared.nehra@kent.gov.uk](mailto:Jared.nehra@kent.gov.uk)

Support documents

## UPDATE AWAITED

<p><b>Responsible Cabinet Member</b> - Cabinet Member for Corporate &amp; Democratic Services</p> <p><b>Reference No:</b> 13/00095</p> <p><b>Key</b> Yes</p>
<p><b>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</b></p>
<p><b>Title:</b> <b>Disposal - Residential Land adjoining Great Clayne Lane Farm, Gravesend.</b></p> <p><b>The Decision needed:</b> To seek approval for the Director of Property and Infrastructure Support in consultation with the Cabinet Member for Corporate and Democratic Services to progress with and enter into the necessary legal documentation to complete the disposal of residential land adjoining Great Clayne Lane Farm, Gravesend following the marketing of the site. The site has been marketed and offers received, shortlisted and a preferred purchaser has been identified. The Decision will seek for legal agreements to be actioned to complete the sale of the property.</p>
<p><b>Section 2 – Who is taking the final decision and when</b></p>
<p><b>Who is taking the Decision</b> Cabinet Member for Corporate &amp; Democratic Services</p> <p><b>Date:</b> Not before October 2015</p> <p><b>Reason if Key Decision</b> Financial criteria is likely to be exceeded</p> <p><b>Reason if this decision has been delayed/withdrawn from a previous plan</b></p>
<p><b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b></p>

**Consultees**

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

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

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

**Support documents**

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

**Reference No:** 14.00022

**Key** Yes

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

**Title:**

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

**The Decision needed:**

**LATEST UPDATE:**

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

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

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

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

**Who is taking the Decision**



Cabinet Member for Corporate & Democratic Services	
<b>Date:</b> Not before October 2015	
<b>Reason if Key Decision</b>	
<b>Reason if this decision has been delayed/withdrawn from a previous plan</b>	
<b>Section 3 – – Who is to be consulted, how and when, ( The Duty to Inform/consult/Involve ) including relevant scrutiny councillors</b>	
<b>Consultees</b>	
<p>The proposed decisions will be discussed at Policy &amp; Resources' Property Sub Committee following marketing.  The property is situated within the electoral division of Folkestone West.  Cllr Hod Birkby has been consulted.</p>	
<b>Section 4 – Responsible Officer – Who to contact for more information.</b>	
<b>Your name, Your Service, Your phone number and email address:</b>	
Alyson McKenna, 01622 696032 alyson.mckenna@kent.gov.uk Rebecca Spore, 01622 221151 rebecca.spore@kent.gov.uk	
<b>Support documents</b>	

**DEFERRED**

<b>Responsible Cabinet Member</b> - Cabinet Member for Corporate & Democratic Services	
<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>	

**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**