

**Kent
County
Council**
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FORWARD PLAN OF DECISIONS

13 May 2021 - 30 September 2021

This Edition of the Forward Plan Supersedes ALL Previous Editions

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

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

FORWARD PLAN OF DECISIONS

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

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

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

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

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

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

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

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

Reports related to decisions will be published on the Council's web site at www.kent.gov.uk 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.

The Kent County Council Cabinet Members are:	
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Mr Roger Gough	Leader of the Council
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All Members can be contacted by writing to Kent County Council, Sessions House, County Hall, Maidstone, Kent, ME14 1XQ or by email via the Council's website.

NEW

NOT BEFORE 11 JUNE 2021

<p>Responsible Cabinet Member - Cabinet Member for Highways and Transport</p> <p>Reference No: Once an EP Plan and Schemes are made by the Council, measures and facilities agreed by the authority will become a legally enforceable commitment. An Enhanced Partnership is a statutory scheme with a procedure that must be followed. Invicta Law will be commissioned to support the legal elements of the EP.</p> <p>Key Yes</p>
<p>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</p>
<p>Title: 21/00043 - Statutory Notice for Enhanced Partnership for Buses</p> <p>The Decision needed: <u>Proposed Decision:</u></p> <p>To issue the required statutory notice of the intention to form an Enhanced Partnership (EP) for bus services in Kent.</p> <p><u>Reason for the decision:</u></p> <ul style="list-style-type: none">• Background On 15 March, the Department for Transport published its wide-ranging National Bus Strategy entitled “Bus Back Better”. <p>It is a strategy which sets out ambitious goals. It is backed by £3 billion of investment across England and a commitment to repurpose current funding. It is aimed at seeing passengers benefiting from “more frequent, more reliable, easier to use, easier to understand, better coordinated and cheaper bus services.”</p> <p>There is an expectation that local authorities will work closely in partnership with bus operators, particularly those with commercial services, to better integrate bus routes and ticketing to make travel easier for passengers.</p> <p>Investment is expected to facilitate this including both revenue funding (for example for reducing fares and increasing bus services) and capital funding (for example for measures to improve bus operating speeds by reducing delays).</p> <p>The strategy sets an ambitious timeline for Local Transport Authorities (LTAs)</p>

to comply with the strategy, which allows continued access to both current and future funding. Operators also need to co-operate with this process to retain their funding streams.

The required timelines to be met are as follows:

1. LTAs and bus operators must commit in principle to the introduction of EPs by 1st July 2021. An EP is an agreement between LTAs and bus operators to work together to improve bus services
2. LTAs are required to publish a Bus Service Improvement Plan (BSIP) by the end of October 2021. Guidance on the content of the BSIP is expected this month
3. The EP will be developed in line with the Statutory processes to achieve implementation of the EP Plan and EP Schemes by April 2022.

Options:

The National Bus Strategy effectively narrows the decision down to just two options. Firstly, to comply with the procedure and timescales set out by the DfT, or secondly, not to proceed with the BSIP and EP process. However, the latter course of action would put access to current and future government funding at risk; potentially £7m grant funding to KCC

- How the proposed decision meets the challenges in the Interim Strategic Plan:

The proposed decision supports the:

- Demand challenge to better understand and meet the long-term demand for transport
- Environment challenge to delivery net zero for Kent by 2050 and promote climate resilience
- Economic challenge to champion the green and rural economy to meet specific challenges that arise from living and working in rural communities.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Highways and Transport

Date:

Not before June 2021

Reason if Key Decision

There are no equality implications in entering into Enhanced Partnerships with local bus operators.

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

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

Inform/consult/Involve) including relevant scrutiny councillors
Consultees
Section 4 – Responsible Officer – Who to contact for more information.
<p>Your name, Your Service, Your phone number and email address: At this stage, there are no significant financial implications to KCC whilst plans are being developed.</p> <p>The BSIP is to be published by the end of October 2021 and will be subject to a further key decision before submission submitted to the DfT who will then advise Kent’s funding allocation.</p> <p>Once this is known, the EP can then be formed out of the BSIP action plans for introduction from April 2022. It is by that point that the Council will need to have committed to investment in the partnerships.</p> <p>Further papers will be submitted to Cabinet at appropriate points including proposals for KCC expenditure.</p> <p>Support documents</p>

NOT BEFORE 9 JUNE 2021

<p>Responsible Cabinet Member - Leader of the Council</p> <p>Reference No: • Kent County Council will be asked to enter into a grant funding agreement or sign a grant funding offer letter (or equivalent) with the UK Government for any project, successfully awarded UK CRF.</p> <ul style="list-style-type: none"> • In addition, if the project applicant is a third party, Kent County Council will be asked to enter into a grant funding agreement with that organisation. <p>Data Protection implications</p> <ul style="list-style-type: none"> • Data Protection has been considered, a privacy notice has been issued (https://www.kent.gov.uk/about-the-council/information-and-data/access-to-information/gdpr-privacy-notice/economic-development/uk-community-renewal-fund-privacy-notice), and the bid data is being held securely. <p>Key Yes</p>
Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.

Title:

21/00042 - UK Renewal Fund - Bid submission

The Decision needed:

Proposed Decision

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

- Agree the submission to Government of one shortlist of UK Community Renewal Fund bids per district.
- Act as the accountable body for projects within Kent's geographical boundaries that are selected by the Government to receive UK Community Renewal Fund
- Delegate the authority to the Director of Growth and Communities, in consultation with the Section 151 Officer, to sign on KCC's behalf a grant offer letter or equivalent, where this is required to draw down funds following the award of funding by the UK Government.
- Delegate the authority to the Director of Growth and Communities, in consultation with the Section 151 Officer, to approve the transfer of funding to third-party project promoters, whose bids are successfully awarded funding by the UK Government.

Reason for the decision:

The decision is required to enable bids to be submitted to Government, so that funding may be secured from the new UK Community Renewal Fund.

Background

The UK Community Renewal Fund (UK CRF): Overview

The Chancellor announced the creation of a new Fund, called the UK Community Renewal Fund, in his budget statement in early March 2021.

The UK Community Renewal Fund, which will run in 21/22 only, is a UK Government (MHCLG) programme worth £220m. This new fund aims to support people and communities most in need across the UK to pilot programmes and new approaches to prepare for the UK Shared Prosperity Fund.

By 18 June 2021, the Government is seeking project proposals from any legally constituted organisation (be they from the public, private, voluntary or community sector) that will:

- Invest in skills

- Invest in local businesses
- Invest in communities and place, and/or
- Support people into employment.

Projects should also contribute towards the Government's net-zero carbon objectives, and demonstrate that they are innovative pilot projects that will help shape, mould, and influence the UK Shared Prosperity Fund, which is expected to be rolled-out from 2022 onwards, and will replace EU funding streams.

The UK Government has included the four districts of Canterbury, Gravesham, Swale and Thanet within its 100 priority places for the deployment of this Fund across the UK – yet the Fund's prospectus makes clear that bids could be accepted from every single district within the UK, and that multi-district bids are also eligible to apply. However, it will be more difficult for projects predominantly operating in districts not on the priority list, to secure funding when the Government assesses the projects and makes its final funding award decision.

Full details about the fund are available at:

- <https://www.gov.uk/government/publications/uk-community-renewal-fund-prospectus> and
- www.kent.gov.uk/ukcommunityrenewalfund

Kent County Council's role

The Government has designated County Councils (such as KCC) and Unitary Authorities as the lead authorities for administering the call for UK CRF projects on its behalf.

The UK Government has instructed lead authorities to undertake these tasks:

- Invite bids from a range of Project Applicants, including but not limited to universities, voluntary and community sector organisations, and umbrella business groups.
- Undertake constructive engagement with local partners, including but not limited to lower tier local authorities and elected representatives, and other public, private and third sector organisations.
- Collaborate with other Lead Authorities or partners across the UK where relevant – for example to promote cross-border project opportunities that address needs in common or achieve efficient delivery scale.
- Appraise and prioritise a shortlist of projects up to a maximum of £3m per place (i.e. per district).
- Submit a shortlist to UK Government (by no later than 18 June) who will assess the proposals and select projects based on the criteria set out in the UK Community Fund Prospectus.
- Enter into a funding agreement with UK Government to deliver any successful bids.
- Issue agreements to successful bidders once funding has been agreed by the UK Government, and then undertake monitoring and assurance activity.

Options

The options available to Kent County Council are:

- Do nothing, or
- To advertise the fund, invite applications, shortlist the bids by district, and submit these shortlists to the Government for their consideration.

The 'do nothing' option was discarded, as the prospective investment of UK Government funding would benefit for Kent's communities, business and residents.

How the proposed decision meets the objectives of Setting the Course: the Interim Strategic Plan

The potential outcome of submitting the shortlist of bids to Government is that the Government will choose to fund the bids that focus on investment in skills, business, communities and place and supporting people into employment, and support the decarbonisation agenda. This investment, if awarded, will help KCC to address the following challenges which are listed in Setting the Course:

- The economic challenge: *this activity attracts investment to support growth*
- The partnership challenge: *through collating the bids from partners, this Fund presents important opportunities to build on strengthened relationships.*
- The environmental challenge: *project bids will demonstrate a contribution to the net-zero carbon objectives or wider environmental considerations.*

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Leader of the Council

Date:

Not before June 2021

Reason if Key Decision

- Each prospective bid to the UK Community Renewal Fund is being assessed for appropriate equalities consideration.

Data Protection implications

- Data Protection has been considered, a privacy notice has been issued (<https://www.kent.gov.uk/about-the-council/information-and-data/access-to-information/gdpr-privacy-notice/economic-development/uk-community-renewal-fund-privacy-notice>), and the bid data is being held securely.

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

- Information about the fund has been published on www.kent.gov.uk/ukcommunityrenewalfund for prospective applicants to see.
- A KCC press release was issued, alongside social media activity.
- Nineteen workshops and meetings were held with prospective applicants. The workshops and meetings were open to all interested parties. Email enquiries were also responded to.
- A presentation about the opportunity was given to the Kent & Medway Business Advisory Board.
- Information about the opportunity was circulated publicly and disseminated through existing email networks. Local partners were asked to disseminate the call for projects as widely as possible during the pre-election period, and include details in their press releases and newsletters. Specifically, local partners included local authorities (district council leaders, CEOs, and economic development officers and officers with contacts to the voluntary and community sector), business membership organisations (e.g. the Chamber of Commerce, the Federation of Small Businesses, the Institute of Directors), and skills forums (e.g. the Employment Taskforce, and the Kent Association of Training Organisations).
- As part of the assessment process, constructive engagement is taking place with local partners. A local stakeholder evaluation panel is being held in every district between 10th May and 21st May, with the respective Member(s) of Parliament, the District Council Leader, the District Council Chief Executive, a Further Education Sector Representative, a Kent & Medway Growth Hub Representative, a Kent & Medway Economic Partnership business representative, a Voluntary and Community Sector representative, and a Kent Environment Board representative invited to attend. The local stakeholder panel is being consulted on the strategic fit of the projects, specifically whether the project aligns with local need, has evidence of local support, and addresses the investment priority within their geography. The views of the local stakeholders, coupled with the independent assessment of the project's deliverability, effectiveness and efficiency by a consultancy, will be fed back to Kent County Council's Leader and Cabinet Members, before they take their decision on which projects to shortlist.

Have local members' views been sought & a Cabinet Committee consultation planned?

Full details on the fund were published by the UK Government on 16th March, as Kent County Council entered into the pre-election period. As a result of this, the views of local members could not be sought before the election, nor were there any Cabinet Committee meetings scheduled between mid-March and the election, where details could be shared about the new Fund.

Local members will be engaged once the election results are known, and an update will be given to the relevant Cabinet Committee once they reconvene.

Which Divisions / Local Members are particularly affected:

All divisions may be affected, however the local members representing a division within the districts of Canterbury, Gravesham, Swale and Thanet may be particularly affected, as the UK Government has designated these districts within its 100 priority places.

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

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

- The maximum amount that Kent County Council will be able to secure is £36million
- On behalf of the Section 151 officer, a financial due diligence and credit check is being undertaken on all applicants before their bids is potentially shortlisted to be sent to Government.
- A flat rate of 2% of each project's UK CRF may be used by the lead authorities (such as Kent County Council) for the costs incurred in managing fund awards.

Support documents

Responsible Cabinet Member -

Reference No: Legal advice will be sought in relation to the contract award.

Key Yes

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

Title:

21/00041 - Total Refresh Programme - End-User Devices

The Decision needed:

Reason for the decision-

KCC decision 15/00106 detailed a new End-User Device renewal programme (Technology Refresh Programme (TRP) 2017-2021). The original devices purchased under this initiative, which are still in use within KCC, are now reaching the end of their useful life. The replacement of devices enables continued delivery of the Council's services and for the Council to exploit its technology capabilities. The contract will be over £1million and is therefore a key decision.

Background

The procurement exercise and device strategy is a key enabler to the delivery of KCC's strategic ambition to support a modern workforce using modern technology tools. The Council over recent years has been increasing the mobility of its workforce, which has further accelerated as a result of the COVID-19 Pandemic, with over 6,000 KCC staff now working remotely. The TRP is critical to support the Council's ongoing ambition to work flexibility and embrace a digitally enabled approach to the way services are delivered. The strategy will consider the optimum model which supports the Council's future operating model and include the procurement, build, distribution, and ongoing management of the devices throughout their lifecycle. The strategy will be developed within the wider context of the Council's Technology Strategy and ensure that the specifications are such that the Council is able to respond to the future pace of change and fully utilise the benefits of the Council's technology investments.

The new arrangement will need to cover the following equipment types:

- Laptop computers
- Tablet devices (such as Apple iPad and Microsoft Surface)
- Monitors
- Docking stations and other accessories
- Desktop computers to support a community provision such as public access to PCs in libraries.
- Mobile devices

The initial device specifications set out in the tender, will be sufficient to adequately support the various job profiles identified in the KCC Workforce Strategy. Any device will support the latest operating systems, automated set-up and device-management, Microsoft Office 365 productivity suite and security products, and Council line-of-business applications.

The outcome of this procurement is to provide flexibility, to ensure that the Council is able to access a selection of devices to meet its business needs, for both staff and Members. It will be designed to allow the specifications to change over the life of the contract, as device models are replaced, but also cater for new device-types as they arise within the personal computer device category.

Options (other options considered but discarded)

1. Maintain current stock for a further 12 months - current policy is to hold laptop stock for four years and desktop PCs for five years. The current kit has a warranty for three years, with the volume of laptop repairs increasing for the older devices over the last 12 months. Older devices (2016/17 stock) are now needing frequent hardware support and maintenance, as well as being unable to support key modern workplace software tools (Microsoft Teams, etc).

As part of the strategy and procurement process, we will also consider the options for Device as a Service (which also encompasses device

management) as well as a more traditional lease arrangement, alongside a purchase of the hardware and the current management arrangements.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Date:

Reason if Key Decision

An EQUIA will be completed.

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

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

Consultees

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

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

The expected budget requirement for a full End-User Device refresh is expected to be circa £6million if purchased upfront. A budget is available and has been allocated within the current Asset Management Reserve for this. The current ongoing device-support arrangements are included in the technology budgets and are delivered by Cantium Business Solutions. If the strategy and procurement led to a leasing or Device as a Service solution, the money provisioned within the reserve, along with the annual budgets within the Council for ongoing device support, would be used to meet annual costs.

Support documents

NOT BEFORE 24 MARCH 2021

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

Reference No: A new section 75 agreement will be needed between the council and CCG that sets out the governance requirements and accountability that will cover the proposed LD&A strategic leadership body

and system provider partnership.

Key Yes

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

Title:

21/00033 - Review of Kent County Council and Kent and Medway Clinical Commissioning Group Integrated Commissioning Framework, covering health services, social care and community support for people with a learning disability and autistic people (LD&A)

The Decision needed:

Proposed decision

To enter into such agreements that are necessary with the Kent and Medway Clinical Commissioning Group (CCG) and other local NHS organisations to create a new strategic planning and delivery framework for Kent's residents with a learning disability and autistic people and delegate authority to Corporate Director of Adult Social Care and Health to finalise and approve the formal agreements to establish the new framework.

Reason for the decision

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

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

A review of the arrangements summarised above, commissioned by Kent County Council but jointly agreed with Kent and Medway CCG identified challenges with how the council and NHS plan together to design and deliver effective solutions that can achieve strong and improving health

and well being outcomes for Kent's residents with a learning disability and autistic people.

The challenges identified:

- Kent's current Learning Disability and Autism (LD&A) governance and programme management framework is:
 - Confusing with several bodies duplicating effort and decision making and ineffectual structural relationships between each body
 - Not competent to develop and implement a whole system strategy and strategic commissioning programme
 - Not fully sighted or driven by the priorities, challenges and resource pressures of all partners and is largely reactive to short term issues and targets
 - Less than clear about how the voices of learning disabled and autistic people impact or affect key decisions, with a deficient approach to coproduction and system codesign
- Improvement is required in the effectiveness of whole system commissioning and programme management
- Significant improvement is needed in whole system accountability and performance reporting, as investment decisions lack clarity on why and how they were determined and there is a lack of effective data and narrative to demonstrate the outcomes that are being achieved
- Improvement is also needed in the alignment, commissioning and coordination of service delivery across adults, children and young people and complex needs to ensure:
 - Effective and seamless care pathways;
 - Person centred and codesigned support;
 - Outcome driven delivery;
 - Stronger market management and micro-commissioning, to address service deficits and to support innovation to address changing needs and expectations.

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

Summary proposals

The establishment of:

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

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Adult Social Care and Public Health

Date:

Not before March 2021

Reason if Key Decision

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

- A lack of effective health checks linked to residents with a learning disability and autistic people having a substantially lower life expectancy than all other residents and significantly increased risk of death from Covid
- More Kent autistic residents and residents with a learning disability with additional mental health and behavioural needs, are in specialist hospital services in comparison to the rest of England
- This adversely affects and impacts their choice, independence and human rights
- There is a need for more effective equalities monitoring of people with a learning disability and autistic people cared for in specialist hospitals as national evidence suggests that black and black British people are 4 times more likely to be compulsorily admitted to spec

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

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

Consultees

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

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

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

However, the proposals are expected to maximise the potential of council and NHS investments, to deliver significant improvements in the outcomes achieved for people with a learning disability and autistic people through more effective and focused partner planning and decision making of all LD&A health, social care and other services.

Support documents

NOT BEFORE 17 MARCH 2021

Responsible Cabinet Member - Cabinet Member for Highways and Transport

Reference No: Whilst there is no specific legal obligation for KCC to take this key decision, adoption of this document setting out our carefully considered approach to highway maintenance helps us to demonstrate that we are a competent highway authority and are fulfilling our duty under the Highways Act 1980 to maintain a safe network. As the document also includes a detailed risk assessment of our services, it also makes the authority better prepared to defend claims.

Key Yes

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

Title:

21/00028 - Adoption of Highways Asset Management Plan - 2025/26

The Decision needed:

Proposed decision:

Adoption of Highways Asset Management Plan 2021/22-2025/26 – An Investment Strategy and Action Plan for the next 5 Years.

To adopt and publish a single document that sets out our approach to highways asset management over the next five years.

Background and reasons:

Over the past years we have significantly developed our approach to highways asset management enabling KCC to maximise Department for Transport (DfT) funding. As part of this work, KCC has formally adopted various key documents - Our Approach to Asset Management in Highways, Implementing Our Approach to Asset Management in Highways and Developing Our Approach to Asset Management in Highways. We have also introduced various measures to implement the Well-managed Highway Infrastructure (WMHI) code of practice, again resulting in the adoption and publication of a range of documents – Applying the code of practice in Kent, Implementing the code of practice in Kent and A Risk Based Approach – Service Level Risk Assessments. As a result we have been able to demonstrate consistently that we are a Band 3 DfT Incentive Fund

authority, make the case for additional funding, and optimise our ability to defend claims. Collectively, these published documents form our existing Highways Asset Management Plan (HAMP).

Despite making significant progress in recent years, we, as other highways authorities, are in an increasingly challenging environment, with deteriorating assets, increasing traffic volumes, uncertainty around future funding and, more recently, facing the impacts of the global pandemic. It is therefore timely to develop a new single and updated HAMP document, to identify a clear investment strategy and associated action plan for the future that is fit for purpose and recognises the challenges and opportunities ahead.

The new document is a forward-looking document covering the next five years which:

- includes a vision statement
- sets out how highways asset management, as a key enabling service, contributes to achieving strategic outcomes and delivering Kent's interim strategic plan
- describes how we go about asset management and risk-based decision-making
- explains what we know about the condition of our assets both now and going forward based on various investment levels
- sets out what our service levels are in terms of what we do and what we do not, alongside an assessment of associated risks
- outlines our asset management and WMHI improvements and achievements in recent years
- includes a five-year forward works programme (for specific asset groups), and
- lists the actions we will take forward in the coming years to further improve our approach to asset management, maximise asset lifespans, reduce lifecycle cost and improve future maintainability.

In addition to being an asset management plan for highways, the document essentially amounts to an Investment Strategy and Action Plan for the next five years. It seeks to move towards treating the management and maintenance of our highway assets as a multi-year plan, rather than an annual one. In that respect, the document highlights the importance of consistency of (broad levels of) funding and approach over that longer period, to enable us to deliver a more efficient service with better condition outcomes.

At the time of writing, the Department for Transport has not confirmed the levels of capital grant to be provided for highway maintenance in 2021/22. There is considerable uncertainty about DfT funding in 2021/22 and beyond. In the event that available resource over the next five years is considerably different to the broad levels of funding assumed in our analyses, (based on current funding levels continuing), the new strategy provides detailed information to enable informed decision-making around how we prioritise investment going forward.

The main document also proposes new maintenance hierarchies for our road and footway assets, following detailed work during the last year in which we examined a number of options. The preferred hierarchies are based on those recommended in WMHI, as these provide sufficient granularity

for our use given the scale and make-up of Kent's network. For roads, we have adjusted the WMHI hierarchy to include our Resilient Highway Network as a new top category. The proposed hierarchies also enable us to adjust our future inspection and maintenance approach, for example to move resource away from little used or impassable country tracks, so that higher risks can be targetted.

The new HAMP document also sets out in detail the asset management and related services we provide (and equally those we do not), and an assessment of risk associated with that balance.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Highways and Transport

Date:

Not before March 2021

Reason if Key Decision

An Equality Act Impact Assessment screening has been carried out and it is judged that the proposals do not disproportionately affect protected groups. Indeed, the approach outlined in the document better enables KCC to target resource, for example on footway maintenance in areas with higher populations of older and disabled residents.

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

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

Consultees

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

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

This decision does not have direct financial implications. However, it does include an assessment of the effect of current funding levels in terms of the services we provide (and what we do not), associated risks levels, and also forecasted condition trends. In the event that funding over the next five years is significantly different, it would be necessary to understand and record the effect on service levels, risks and future condition.

Support documents

Responsible Cabinet Member - Cabinet Member for Education and Skills

Reference No: No legal implications have been identified currently but any legal implications will be identified in the report to the Cabinet Member for Children, Young People and Education before he takes his decision.

Key Yes

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

Title:

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

The Decision needed:

Proposed decision:

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

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

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

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

Reason for the decision:

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

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

Background:

The Local Authority is responsible for maintaining Education Health and Care

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

The number of pupils in the Thanet District with an Education, Health and Care Plan (EHCP) in January 2020 was 16,000. This was an increase of 16% from 2019. 2% of Kent's EHCP cohort live in Thanet district and as at January 2020, 5.5% of the pupils aged 5-19 years in Thanet (maintained and independent) were subject to an EHCP. Pupils with an EHCP in Kent are less likely to be educated in a maintained mainstream school than would be expected nationally. A number of students with an EHCP require a higher level of support than can be provided in mainstream schools, but their needs are not so complex that a special school placement is appropriate. For these students a range of Specialist Resourced Provisions (SRPs) which are based in mainstream schools with places reserved for students with an EHCP are established. The establishment of SRPs attached to mainstream schools is part of the continuum of provision to enable pupils to be included within mainstream settings.

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

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

Options:

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

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

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

competitive in the national and international economy”

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

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

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

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Education and Skills

Date:

Not before March 2021

Reason if Key Decision

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

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

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

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

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

Consultees

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

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

Capital Cost

A feasibility study is currently being carried out at Garlinge School to develop the proposals for the establishment of the SRP. The high level feasibility estimates the costs to be in the region of £778,848. The SRP will have 2 classrooms, care facilities and small group rooms. The CYPE Cabinet Committee report in March and the decision paper in May will confirm the costs as the concept designs are prepared and surveys completed for the planning application.

Revenue Costs

As per KCC policy a total of £6,000 per newly provided classroom will be provided to the school from the DSG revenue budget.

Human

KCC will work closely with the senior leadership teams of the school to ensure that all appropriate accommodation and facilities are provided to enable them to deliver an effective curriculum.

Support documents

NOT BEFORE 10 FEBRUARY 2021

Responsible Cabinet Member - Cabinet Member for Community and Regulatory Services

Reference No: KCC will need to enter into and or vary a number of legal agreements with Medway Council in order to secure the project. KCC will need to terminate, enter into and or vary a number of legal agreements to deliver the scanning services which will affect current suppliers. KCC will need to enter into a number of legal agreements to develop and deliver the site. Including potentially purchase of the site

Key Yes

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

Title:

21/00010 -Digital Autopsy

The Decision needed:

Proposed Decision:

In relation to the delivery of the Digital Autopsy facility, to delegate authority to the Corporate Director of Growth, Environment and Transport to:

Enter into and or vary significant legal agreements including, but not limited to, a Service Level Agreement, Memorandum of Understanding and Collaboration Agreement with Medway Council and any other stakeholders as required.

Enter into and or vary contracts for the delivery of the Digital Autopsy service including, but not limited to, body scanning and body transport.

Consult with the Director of Infrastructure and enter into all necessary legal agreements for the delivery and the construction of the project, including purchase of the site if necessary.

Reasons for Decision:

KCC has a statutory responsibility for funding all the costs of the Coroners Service for Kent and Medway with Medway Council contributing 15.3% (based on Medway population) to the running costs of the service. Included in this is the provision of a mortuary service which is currently delivered through NHS hospitals on a contract basis.

There are several issues putting the continuation of the current service levels at risk:

- 1. NHS mortuaries are struggling to store the Coroner Services bodies as they do not have sufficient capacity to deal with the normal throughput of Coroner cases during the winter period, as well as their own hospital deaths. To do so they must hire in temporary storage for which KCC must pay for, and which is a growing pressure on the service.**
- 2. Pathologist costs have and are continuing to rise sharply due to a national lack of staff which has created significant unfunded pressures for the service. This cost has been rising year on year due to a shortage of pathologists available in the Kent area and or who are willing to commit their time to Coroner work. The number of Pathologists working on Coroner cases has reduced in recent times and therefore agency pathologists with much higher costs have had to be commissioned.**
- 3. The uncontrollable nature of both the lack of mortuary capacity and pathologist staff builds in risk to the Coroner Service budgets, which have as a result, increased year on year.**
- 4. There remains a potential risk of a Judicial Review if the current arrangements adversely affect service delivery to**

the statutory standards set by government.

This project enables KCC to deliver a Digital Autopsy and body storage facility. The digital solution will deliver a body image scanning facility that will seek to provide efficiencies for the service, by significantly reducing the number of invasive post-mortems required and making the process quicker and more efficient. This in turn will deliver an improved level of service to the communities in Kent, from having their loved ones returned sooner and avoiding the need for invasive procedures which is not supported by some faith groups and can be distressing for some families.

This digital approach is supported by the Kent Senior Coroners, while also future proofing the resilience of the service and mitigating future unfunded costs. It could also strengthen KCC's ability to respond to Mass Fatalities and mitigates against significant financial outlays that would come with such an event.

Options

Other options considered included:

1. Do nothing – (continue with outsourcing model)
2. Digital Autopsy all the way through to construction
3. Digital Autopsy all the way through to construction and Public Mortuary to planning – preferred option
4. Digital Autopsy and Public Mortuary all the way through to construction

KCC has a statutory responsibility to support the Coroner Service and meet all service costs.

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 February 2021

Reason if Key Decision

Equalities impact has been completed and some positive impacts have been identified as per the earlier text and no adverse impacts have been identified in the Equalities Impact Assessment. This will be kept under review as the project progresses.

No adverse data protection issues are expected as part of this project.

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

<p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p>
<p>Consultees</p> <p>Public consultation will be undertaken wherever it is required as part of the delivery of the Digital Autopsy service including planning for example.</p> <p>The proposed decision will be taken to Growth, Economic Development and Communities Cabinet Committee date to be confirmed. Views have been sought from local Members</p>
<p>Section 4 – Responsible Officer – Who to contact for more information.</p>
<p>Your name, Your Service, Your phone number and email address: KCC is seeking to invest up to the approved budget of c£3M in delivering the Digital Autopsy and body storage facility in Kent. We will be seeking a financial investment from Medway Council towards the delivery of the scheme .</p> <p>KCC is seeking to deliver revenue savings as part of this project .</p> <p>Row ref 10 p9 of KCC 2020/21 Budget Book.</p> <p>Support documents</p>

NOT BEFORE 14 APRIL BY CABINET MEMBER

<p>Responsible Cabinet Member - Cabinet</p> <p>Reference No: There are no legal implications arising from the decision.</p> <p>Key Yes</p>
<p>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</p>
<p>Title: 20/00027 - Clean Up Kent and Public Realm Improvements</p> <p>The Decision needed: <u>Proposed Decision:</u></p> <p>a) Approve a programme of works to deliver a range of projects to ‘clean up’ Kent and to improve the public realm across Kent</p>

- b) Approve the proposed funding allocations and project development arrangements required to support and deliver the programme; and
- c) Delegate authority to the Corporate Director for Growth Environment and Transport to take relevant actions, including but not limited to, entering into relevant contracts, legal arrangements or other arrangements, as necessary to implement this decision.

Background:

Kent's Future, Our Priority will become Kent County Council's new 5 Year Plan, to replace the previous strategic statement '*Increasing Opportunities, Improving Outcomes (2015-2020)*'. The Plan is structured around seven outcomes which reflect the key things that residents and businesses said were essential to a good quality of life in Kent. One of the seven outcomes is, 'A cleaner and greener Kent.'

A key message from the recent public consultation was that residents care about the places they live in, they are proud of where they live, and want to protect these places by looking after the quality, maintenance and cleanliness of our physical environment, especially town centres, local streets, beaches, public rights of way and green spaces.

Options:

It was also clear from the public consultation that residents wanted the County to be clear how it will deliver the plan. This detail is contained within the 5-Year Plan objectives including working with partners to improve the quality of Kent's public realm. It is intended that a range of physical improvements will be developed, in conjunction with local stakeholders to reflect different priorities but will be targeted at cleaning up and improving the quality and appearance of the public realm.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet

Date:

Not before April 2020

Reason if Key Decision

- Equalities implications
 Equalities Implications:
 There are no equality implications directly arising from the decision. An EqlA will be undertaken for individual projects as they are developed.

Data Protection implications

No personal data will be collected, therefore there are no data protection implications.

Reason if this decision has been delayed/withdrawn from a previous plan
Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors
<p>Consultees</p> <p>The decision is based on consultation feedback from the 5 Year Plan. Consultation included targeted workshops and a public consultation. Members were also involved via a cross-party Member workshop and political group briefings. The Leader also wrote personally to key partners to welcome their views in the consultation.</p> <p>The proposed decision will be discussed at the Environment and Transport Cabinet Committee on 31 March and final decision will be taken at Cabinet on 27 April 2020.</p>
Section 4 – Responsible Officer – Who to contact for more information.
<p>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.</p> <p>Support documents</p>

NOT BEFORE 18 JANUARY 2020 BY CABINET MEMBER

<p>Responsible Cabinet Member - Cabinet Member for Education and Skills</p> <p>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.</p> <p>Key Yes</p>
Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.
<p>Title: 20/00007 - Proposal to permanently increase the capacity at Pilgrims Way Primary School, Pilgrims Way Canterbury CT1 1XU</p> <p>The Decision needed:</p>

Background –

The Kent Commissioning Plan for Education 2019-2023 identifies a need for additional places in the Canterbury City Planning Area from 2021 this is due to pressures from new housing developments in Canterbury City and specifically the private development on the former Howe Barracks Site. This development will produce a total of 500 new homes. In addition to this, the refurbishment of former army houses by Redbridge Council is resulting in 38 new families moving in from November 2019. To mitigate the need for places, it is proposed that Pilgrims Way will expand by 0.5 forms of entry (FE) to become a 2FE Primary school. Pilgrims Way is the nearest primary school to these developments and was named for any developer contributions linked to the development of private housing on the former barracks site. Canterbury City Council Local Plan identifies 16,000 new homes over the plan period to 2031. 8,737 are planned for the Canterbury area, with 6,533 in the Canterbury City Primary planning area where Pilgrims Way Primary School is located. Pilgrims' Way Primary School was registered as a new school on 1st May 2018 and is part of the Veritas Academy Trust. They are awaiting their first Ofsted inspection. Currently Pilgrims Way has 261 on the school roll with 31 on the nursery roll totalling 292 (May school census 2019)

Proposed decision –

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

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Education and Skills

Date:

Not before January 2020

Reason if Key Decision

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

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

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

Consultees

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

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

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

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

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

The feasibility estimates the costs for this proposal to be £1.9m and the CYPE Cabinet Committee report will update costs as the concept designs are prepared and surveys completed for the planning application. Up to £2,500 is provided for each newly provided learning space for ICT equipment from the Capital budget. Totalling £10,000 for this project. £81,473.63 in developer contributions has been collected by Canterbury City Council towards the 0.5FE expansion of Pilgrims Way Primary School. A further £843,560 is expected but not received and £4,986 has been requested but not agreed. A total of £930,019.63 is therefore expected from developer contributions towards the expansion. As per KCC policy a total of £6,000 per new learning space will be provided to the school from the DSG revenue budget. For this proposal, costs will be £24,000.

Support documents

NOT BEFORE 18 DECEMBER BY 2019 CABINET / CABINET MEMBER

Responsible Cabinet Member - Cabinet Member for Economic Development

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

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

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

Key Yes

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

Title:

19/00095 - Discovery Park: Growing Places Fund

The Decision needed:

Proposed Decision:

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

Provided that:

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

Background:

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

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

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

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Economic Development

Date:

Not before December 2019

Reason if Key Decision

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

Data Protection implications – To enable KCC to administer the Kent and Medway Business Fund, it is required to hold personal details about the borrower. KCC also collects anonymised information about protected characteristics as part of its Equalities Impact Assessment monitoring.

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

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

Consultees

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

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

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

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

Support documents

NOT BEFORE 27 NOVEMBER BY CABINET MEMBER / CABINET

Responsible Cabinet Member - Cabinet Member for Education and Skills

Reference No: Contracting for KCC framework building contractors.

Key Yes

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

Title:

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

The Decision needed:

Background Information:

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

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

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

Proposed Decision:

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

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Education and Skills

Date:

Not before November 2019

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 8th October 2019 to 12th November 2019, with a drop-in event for stakeholders to raise issues and concerns on 6th 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 15th November 2019 – Ian Watts will be in attendance.

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

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

Revenue Funding:

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

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

Pupil Growth Funding

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

Support documents

NOT BEFORE 30 JULY 2019 BY CABINET MEMBER

Responsible Cabinet Member - Cabinet Member for Community and Regulatory Services

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

Key Yes

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

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

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

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NOT BEFORE 30 APRIL 2019 BY CABINET MEMBER

<p>Responsible Cabinet Member - Cabinet Member for Children, Young People and Education</p> <p>Reference No: N/A</p> <p>Key Yes</p>
<p>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</p>
<p>Title: 19/00031 - Increase in the designated number at The Elms School, Dover</p> <p>The Decision needed: 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>Section 2 – Who is taking the final decision and when</p>
<p>Who is taking the Decision Cabinet Member for Children, Young People and Education</p> <p>Date: Not before April 2019</p> <p>Reason if Key Decision The Equality Impact Assessment is in place. No adverse impacts have been identified at this point.</p>

Reason if this decision has been delayed/withdrawn from a previous plan
Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors
<p>Consultees</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>
Section 4 – Responsible Officer – Who to contact for more information.
<p>Your name, Your Service, Your phone number and email address:</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>Support documents</p>

<p>Responsible Cabinet Member - Cabinet Member for Children, Young People and Education</p> <p>Reference No: KCC will accept the contractual responsibilities for the construction contracts to deliver the new school.</p> <p>Key No</p>
Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.
<p>Title: 19/00037 - New St Andrew's Primary Free School Contract Approval</p> <p>The Decision needed: Background:</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

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NOT BEFORE 17 APRIL 2019 BY CABINET MEMBER

<p>Responsible Cabinet Member - Cabinet Member for Children, Young People and Education</p> <p>Reference No: N/A.</p> <p>Key No</p>
<p>Section 1 – the decision needed, how it relates to the Council’s Corporate Outcomes and the Costs and risks involved.</p>
<p>Title: 19/00028 - Expansion of Palmarsh Primary School</p> <p>The Decision needed: Background Information:</p> <p>In January 2017 permission was agreed to release £2,200,000 from the Education and Young People’s Services Capital budget to enable Palmarsh Primary School to expand to 1FE. It was understood that this would be the first phase of a gradual expansion to 2FE.</p> <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 1st 2018 to March 31st 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>Reason if Key Decision No equalities implications – whole Kent provision.</p> <p>Reason if this decision has been delayed/withdrawn from a previous plan</p>
<p>Section 3 – – Who is to be consulted, how and when, (The Duty to Inform/consult/Involve) including relevant scrutiny councillors</p>
<p>Consultees</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>Section 4 – Responsible Officer – Who to contact for more information.</p>
<p>Your name, Your Service, Your phone number and email address: The value of the proposed interim contract is up to £1.46M (£730k pa) for the period 1 April 2018 to 31 March 2020.</p> <p>Support documents</p>

NOT BEFORE OCTOBER 2017 BY CABINET MEMBER

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

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

LONG TERM

<p>Responsible Cabinet Member - Cabinet Member for Corporate and Democratic Services</p> <p>Reference No:</p> <p>Key Yes</p>
Section 1 – the decision needed, how it relates to the Council's Corporate Outcomes and the Costs and risks involved.
<p>Title: Lawn Primary School, Gravesend - New Playing Field</p>

The Decision needed:

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.

The Cabinet Member will be asked to agree that KCC take a long lease of 99 years at a nominal rent from Lafarge to facilitate expansion of school roll. Lafarge to create new playing field and to maintain subsoil thereafter. The Playing Field is being delivered as part of a s106 Agreement being a contribution to mitigate the impact of adjacent development of 510 homes upon Lawn Primary School and free up space on the existing Lawn PS site to enable expansion of the existing school buildings from 1FE to 2FE.

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Corporate and Democratic Services

Date:

Before January 2018

Reason if Key Decision

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

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

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

Consultees

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

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

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

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

03000 416356

kahren.knott@kent.gov.uk

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

03000 416716

Rebecca.spore@kent.gov.uk

Support documents

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 .

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

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

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

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

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

Support documents

UPDATE AWAITED

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

Tel: 01622 - 221151
E-Mail: rebecca.spore@kent.gov.uk

Support documents

Responsible Cabinet Member - Cabinet Member for Corporate & Democratic Services

Reference No: 14.00022

Key Yes

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

Title:

Former Shepway Resource Centre, Folkestone - Disposal

The Decision needed:

LATEST UPDATE:

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

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

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

Section 2 – Who is taking the final decision and when

Who is taking the Decision

Cabinet Member for Corporate & Democratic Services

Date:

Not before October 2015

Reason if Key Decision

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

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

Consultees

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

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

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

Alyson McKenna,
01622 696032
alyson.mckenna@kent.gov.uk
Rebecca Spore,
01622 221151
rebecca.spore@kent.gov.uk

Support documents

DEFERRED

Responsible Cabinet Member - Cabinet Member for Corporate & Democratic Services

Reference No:

Key Yes

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

Title:
Sandwich Highways Depot

The Decision needed:

Update 09/03/2015:

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

Latest Update:

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

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 27th 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.

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

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