

West Kent Partnership Meeting

Kings Hill Conference Centre

10am, Friday 20 October, 2006,

A G E N D A

1. Minutes/Matters Arising
 - Revised appraisal guidelines (item 3 – Paper A)
 - Kent Agreement – West Kent position (item 5 - Paper B)
 - Update on Union House (item 6)
 - Letter re withdrawal of supporting people funding (item 6)
 - Letter re Colts Hill (item 6)
2. Presentation – Peter York, West Kent Civic Trust
3. Co-ordinator's Report (Paper C)
4. Sub group updates
 - Learning and Skills (Paper D)
 - Adult (West Kent 19+ Plan attachment)
 - 14-19 (Ken-WKRPF attachment)
 - Transport (Paper E)
5. Presentation – Community Hospital Review – Vanessa Walker, PCT – (Paper F)
- 6 Any Other Business
 - Change of Chairmanship
- 7 Dates of next meetings
 - Thursday 18 January
 - Thursday 26 April
 - Thursday 19 July
 - Thursday 25 October

PAPER A

Amendments 4 October 2006

- 1. substituted para on core funding after project appraisal criteria**
- 2. new AIF strategic objectives replaces old AIF**

WEST KENT PARTNERSHIP

PROJECT FUNDING – ADVICE NOTE

The WKP has a small amount of funding available for projects brought to its attention by one of its partners. Each project is considered on its own merits and in the context of funding available at the time of application.

Project – Suitability Criteria

Delivers clear community outcomes benefiting the West Kent area either by

- a) tackling the key issues of crime and safety, health, transport, housing, the local economy, social care and building stronger communities, or
 - b) addressing one or more of the WKAIF strategic objectives, ideally targeting the identified *priorities for action* listed under each strategic objective
- Raise the profile of West Kent as a key area for investment
 - Maximise opportunities for individuals to enhance their skills
 - Sustain and strengthen the local economy
 - Improve the quality of life for residents, particularly in the Priority Community areas
 - Expand access to a range of housing options available to local residents and workers
 - Increase the effectiveness of transport infrastructure in West Kent
 - Maximise opportunities for land based and other rural businesses

Project Application Procedure

The project application must demonstrate achievement of identifiable goals in a specified time scale and cover the following:

- Clear identification of need, supporting consultations and data
- The expected outcome with timeframe and performance indicators
- Outline business plan demonstrating the feasibility of the project
- Breakdown of costs, including competitive quotes
- Identified match funding or opportunities for match funding within a given timescale
- Lead delivery agency, partners involved and mechanism for monitoring, evaluation and report back, ie, existing sub-group or a new project group or direct to the Partnership.
- Evidence that other funding possibilities have been considered
- Define any other beneficial outcomes wider than immediate project

Funding is for specific, time-limited projects and innovations and will not normally be available for applications relating to an organisation's current or future core funding or normal running costs. Where core costs are part of the project costs being sought, there must be a clear demonstration that these contribute directly to the project and that they cannot reasonably be met from usual funding sources for the organisation or its work. All funding will be one-off grant, without commitment on the part of WKP to continuing any award beyond the financial year in which it was first offered.

Project Appraisal Process

Applications for project funding will be considered on a rolling basis. They should be filed with Wendy Wood one month ahead of quarterly partnership meetings to allow time for appraisal by the appraisal group prior to the partnership meeting. The following appraisal criteria will be applied:

- project suitability criteria met
- application requirements met
- objectives match LSP and AIF strategic objectives/priorities for action
- viable business plan and good value for money
- level of reserves held in WKP budget
- consideration of other funding opportunities explored and consequences if funding not secured
- period funding required for
- process for administration of grant, basic assurances, probity etc.
- role of sponsoring partner
- the level of mainstream provision available for project

PAPER B

To: West Kent Partnership: 20 October 2006

From: Richard Sperry – Kent Agreement Manager

Subject: Update on Kent Agreement Outcomes and Indicators with special relevance to West Kent

Papers attached:

- 1) Kent Police Business Information Unit Management Summary Pack Crime Figures: April to August 2006. These make comparison between the current year and the same periods in 2003 and 2005.

The figures are presented by CDRP and by BCU. *These papers should be treated as for use only within the confines of professional groupings and should not be circulated any more widely than is absolutely necessary without the express permission of Kent Police.*

This Management information is published each month and is circulated to Area Commanders and CDRP Community Safety Managers/ Officers. It forms the basis of CDRP consideration of position, co-ordination and tasking. The information is useful both for guidance on local performance and comparison of performance between districts/ CDRPs.

The most relevant sections for the WKP are:

- British Crime Survey Comparator Crime: KA Outcome 10.

Headlines Year on Year:

Vehicle-related crime shows as a potential problem in all 3 districts in one way or another, though with notable exceptions.

Theft from Person is up in all 3 districts, albeit on relatively low numbers.

Woundings (a category which covers a wide range of offences) have increased significantly over 3 years, though this matches the pattern countywide.

Robbery Personal is also significantly increased over the same period, but on very low numbers and over the past year shows a much more positive position

- Crimes in the Night Time Economy (NTE): KA Outcome 9

Violent and Other Crimes: TW and T and M: UP

Perception:

Feeling Safe at Night: Residents in all 3 districts feel safe. All 3 better than the countywide target for 2008 of 75%.

Concerned about Specific Crimes: 3 district figures range from 46% to 48%. Countywide best = 43%. Target is 41%.

Concerned about ASB: Sevenoaks/ TW better than target. TM at county average.

2) Information from Road Safety Unit

- Road Casualties: KA Outcome 9

All districts performed well in 2005. This target is measured on a calendar year basis. Next data available after December 2006.

3) Information from Clean Kent Delivery Group

- Fly-tipping: KA Outcome 14. All 3 districts performing well compared to the rest of the county. Please note that this information is shown in two formats, by graph and table.

Data available monthly. Each district has a representative on the Clean Kent Delivery Group/ Kent Waste Forum, who should be able to supply more detail on localised information.

4) Health Data: KA Outcome 16

This information is presented in a format reflecting "old" PCT boundaries and is produced quarterly. Detailed enquiries on localised information should be available from "new PCT" representatives as they come into post.

Please note that the baseline and target figures for "Mothers smoking during pregnancy" and "conception rates" have changed. The figures shown in the grids are the baseline and target figures being currently worked towards. Those shown in the panels on the left are the originals.

Notes on other Outcomes:

Education related targets (Outcomes 1 to 6) are reported annually. The finalised summer 2006 GCSE, SATs and GNVQ results will be published shortly.

The Partnership may want to discuss whether having these broken into district data is of interest. KCC representatives on the Partnership should be consulted regarding this.

Outcome 7 (Agreements between Districts and KCC fulfilling responsibilities under "Every Child Matters"):

All districts have Youth Plan in place, or awaiting ratification by their respective councils. Each district has a representative on the Steering Group.

Outcome 13 (Increasing capacity of local communities):

The same Steering Group as Outcome 7 leads on this and representation is the same for more local enquiries.

Outcome 15 (Promoting Independence through Employment):

no localised information available.

Outcome 18: (Promote independent living for all):

No localised information available at present.

Outcome 8 (Develop the economic prosperity of Kent):

No localised information available at present.

Outcome 17: (Access to homes of excellent quality):

Decent Homes Standard/ Affordable Housing: No localised information available at present.

Empty Properties Returned to Use: Not applicable to WK.

Please note that, as stated above, the information provided by the Kent Agreement Team can be accessed locally in the case of many outcomes.

Richard Spoerry

Kent Agreement Manager

October 11th 2006.

Richard.spoerry@kent.gov.uk

PAPER C

Co-ordinator Report

Conference 27 September, 2006 – The River Centre

The conference, with an emphasis on opportunities available to business through closer working with the public sector, successfully engaged businesses with the work of the West Kent Partnership. Business registrations accounted for almost half of the total but inevitably on the day there were some no shows.

Email follow up has been made with all registered businesses. Many delegates failed to complete the feedback form but the venue had also distributed feedback forms and this may have been a factor.

Delegate feedback on the sessions included comments that perhaps the conference session itself was too long but feedback was generally positive. Sevenoaks Volunteers reports that several companies have made contact with the agency as a direct result of the presentation and encouraged by this interest a bid will be put to the partnership in January in support of an employee volunteering initiative.

There were some negative comments on the quality of the catering, particularly the coffee, and the technical problems. These issues are being addressed with the venue.

Public sector buyers exhibited before and after the conference sessions and delegates commented on how useful it was to make these contacts. It was suggested that for future conferences the exhibition area should be in the same area as the refreshments to encourage greater interaction.

A synopsis of the conference sessions and copies of the powerpoint presentations are available at www.westkentpartnership.org.uk

Financial Update

With the grants of funding to VAWK and Ssky there is now £39,500 project funding available. Two bids, Give and Gain and Small Business Ambassadors, are anticipated for appraisal within the next few months and the bids and appraisals will be brought to the January partnership meeting. Both of these bids are related to issues highlighted in conference sessions.

AIF

The revised AIF is now available and will be distributed at the meeting. Partners are invited to take as many copies as they require. The AIF is also available in electronic format and can be downloaded from the WKP website.

A targeted launch took place in mid-September along with a tour of West Kent. The event was designed to inform people who are influential outside of West Kent and can champion our causes. The tour included visits to the West Kent College Construction Skills site and the West Kent Housing essential worker housing scheme in Tonbridge.

The AIF progression group, under the Chairmanship of Tony Bartlett, Enterprise Development Manager at Business Link Kent, will continue to meet to oversee the implementation of the action plans and ensure appropriate cross working between the sub and task groups. It will also take on the responsibility for strategic objective 3 – Sustain and strengthen the local economy. A half day workshop is being held on 7 November to develop action plans.

Roger House will be developing a Private Enterprise group to further promote engagement with business. This will consist of representative West Kent businesses and business support organisations. The group will focus on issues for business, approached from a private sector, rather than public sector, perspective.

It is proposed that Tony Bartlett be invited to sit on the West Kent Partnership as Chair of the AIF Progression Group to be renamed the Economic Group.

Wendy Wood
11 October 2006

PAPER D

West Kent Partnership Update 12th October 2006

West Kent 14-19 Review and Planning Forum and West Kent Skills Forum (19+)

The West Kent Skills Forum (19+) met on 20th July at the LSC. In order for this Forum to meet the requirements set out under the Adult Strategic Area Review a half day Planning Forum has been planned for the 13th November. At this meeting it is hoped that individual organisational plans can be discussed and where possible aligned to identify priority objectives to ensure the best use of funding allocations to support adult learners in West Kent.

The group's action plan was reviewed and progress towards achieving the outcomes noted. Work is in hand to progress many of the objectives, though this is at an early stage at present. Please see attached action plan for further information.

The updated action plan for the WK 14-19 Review and Planning Forum has been circulated. The agendas at recent meetings have focussed on the development of the new Specialised 14-19 Vocational Diplomas. The first five of these diplomas will be offered from September 2008 and partnerships were required to submit expressions of interest. The Forum submitted a partnership expression of interest in providing the first five diplomas on 30th June and is now working on a detailed bid for the DfES that will be required by December. In order to progress this work other actions on the plan have been put temporarily on hold, though many of them do relate to this area of work and will be progressed.

PAPER E

WEST KENT PARTNERSHIP

20 October 2006

TRANSPORT SUB-GROUP UPDATE

The Transport Sub-Group last met on Thursday 12th October at KCC's offices

1. Representation

Southeastern Trains attended for the first time, and the full representation list is now:

KCC Transport Policy	Tim Read (Chairman),
KCC Public Transport	Steve Pay
Kent Highways (West)	Anne Marie Hannam
Kent Highways (Mid)	Andy Smart
Tonbridge & Malling Borough Council	Mike McCulloch
Tunbridge Wells Borough Council	Lene Benyon
Sevenoaks District Council	Derek McKenzie/Matt Hogben
Arriva Southern Counties	Malcolm Spalding
South Eastern Trains	Mike Gibson/Nigel Jarrett

2. Actions from WKP Mtg 14 July

Actions

- *Tim Read to draft letter for the Chairman to send to the Minister for Transport inviting him to meet with local MPs and other interested parties at Colts Hill. – Letter sent 17th July and chased. Help requested in applying pressure.*
- *The new franchisee, South East Rail, will attend the next sub group meeting. Southeastern Trains Media Relations Manager Nigel Jarrett attended*
- *The sub group will explore how rail travel can be used to alleviate the load on the road system in West Kent. Network rail should be engaged with on this issue, particularly provision of adequate car parking and branch line development. There is a new team working to support the franchisee and Tim will report on progress to the next meeting.*

Southeastern informed the group they will be repainting all 178 stations in the region over the next 2-3 years, improving signage & reviewing ticket office opening hours. A £3m programme to improve disabled access to stations is also planned up to March 2009. From December the rolling stock on the Medway Valley Line will be replaced & there will also be improved frequency on trains between London and Hastings via Tunbridge Wells. After debate with Nigel, a separate meeting dedicated to rail issues is to be arranged with Network Rail (Roland Anderson) to discuss car parking, joint working on improvement programmes, timetable planning consultation and the wider questions of rail travel and its future role in West Kent.

3. Current transport issues

- **Local Transport Plan for Kent (LTP) 2006-2011**

A228 Leybourne & West Malling Bypass opened 18th October. A major success for West Kent.

Accessibility is a key issue for LTP2 and the Sub Group (AIF Priority action 6.4). A deminar on rural transport accessibility in Kent is being held by the Rural Community Council for Kent & Medway on 13 November which will take this further forward. West Kent issues will be highlighted.

- **Local Buses**

Concerns have been expressed over the lack of step free buses in Tunbridge Wells. This, along with the broader issues of congestion and previous work done on the subject led the group to agree to rekindle the idea of a QBP for Tunbridge Wells which will be investigated further & reported to the WKP. A network review is underway by Arriva in the Tunbridge Wells area but will include links to Sevenoaks, Tonbridge & Maidstone. It is likely that inter urban service improvements will be made. More buses (6 per hour) will be diverted into West Malling Station now A228 improvement is open.

Free school travel for 11-16 year olds will be piloted in Tonbridge & Tunbridge Wells in 2007.

- **Kent Highway Services**

KHS will be undergoing a major restructuring over the next 12 months in time for moving to 2 superdeposits on 01-01-08. These two divisional offices (Wrotham for West Kent; Ashford for East Kent) will look after the whole County.

- **Other matters**

Sevenoaks Transport Conference was succesfully held on 20 Sept. 90 attendees and the ideas will be put forward for the Sevenoaks District Transport Strategy.

PAPER F

Community Hospital Review

- Vanessa Walker, Previously Director of Provider Services, South West Kent PCT and Maidstone Weald PCT.
- SWKent PCT, MW PCT and Dartford Gravesham and Swanley PCT merged on 1st October to become West Kent PCT.

Why a Hospital Review?

To ensure ongoing delivery of appropriate community hospital services for the local population in line with DH White Paper: Our Health, Our Care, Our say.

- A new direction for community services
- Fit for the Future review of all NHS Services

When are the key dates?

- Planning for the external review from July
- Meetings with stakeholders Sept – Oct
- Options development, economic, financial and risk appraisals during Nov and Dec
- Formal Consultation – January 2007

How will the review proceed?

- Meetings at each site organised by League of Friends.
- Stakeholder views taken into consideration
- Options list compiled
- Options assessed for variety of risks
- Preferred option(s) identified
- Fit with Fit for Future work assessed

Who is Involved?

- West Kent Primary Care Trust
- League of Friends or equivalent
- GP Practice Based Commissioning Groups
- Local stakeholders including Town Councils, Local Authority, Borough Councils
- Partners including Social Services

What are the Governance Arrangements?

- To ensure there is a transparent and robust process of review, external consultants TRIBAL were appointed by SWKent PCT
- A Steering Group is overseeing the review process
- All stakeholders will have an opportunity to share their views through formal consultation