

West Kent Partnership Meeting

Kings Hill Conference Centre

10am, Thursday 18 January, 2007

A G E N D A

1. Minutes/Matters Arising
 - Partnership Analyst Funding – potential bid
 - Amendments to Minutes October meeting
 - Response to Community Hospital Review
 - Potential merger Sevenoaks Volunteer Agency and VAWK
2. Change of Chairmanship – Melvyn Howell
3. Presentation 1 – Steve Phoenix, PCT Reconfiguration and Fit for Future
4. Presentation 2 – Keith Austin, Age Concern
5. co-ordinator's report
 - Updated membership lists (Paper A)
 - Project appraisals
 - Small Business Ambassadors (Paper B)
 - Give & Gain Employee Volunteering (Paper C)
6. VAWK – half yearly report on Project Funding (to be circulated with Minutes)
7. Events/Consultations
 - Kent Partnership Conference – (workshop summary – Paper D)
 - Link to Kent Partnership annual report (hard copies will be at meeting)
<http://www.kentpartnership.org.uk/documents/news/kp%20annual%20report%202006.pdf>
 - SDC Action Plan – Robin Hales
8. Sub Group Updates
 - Economic (including marketing and rural task groups) – Tony Bartlett (Paper E)
 - Housing – Barbara Thorndick (Paper F)
 - Transport – Derek Mckenzie (Paper G)
9. Any Other Business
10. Dates of next meetings
 - Thursday 26 April, 10am, Ramada Tunbridge Wells
 - Thursday 19 July, 10am, Ramada Tunbridge Wells
 - Thursday 25 October, 10am, Ramada, Tunbridge Wells

PAPER A - West Kent Partnership updated 4 December 2006

Private Sector

Alan Mckendrick	CEO	Aylesford Newsprint
Rosie Serpis	HR Development Manager	AXA-PPP

Business Support

Roger House	SE Chair	FSB *
Tony Bartlett (new)	Enterprise Development Mgr	Business Link Kent *

Public Sector

Mark Worrall	Leader	Tonbridge & Malling BC
David Aikman	Cllr	Tonbridge & Malling BC
David Hughes	Leader	Tonbridge & Malling BC *
Melvyn Howell	Leader	Tunbridge Wells BC
Sheila Wheeler	CEO	Tunbridge Wells BC
Robin Hales	CEO	Sevenoaks DC
Peter Fleming	Leader	Sevenoaks DC
Barbara Thorndick	CEO	West Kent Housing *
Brendan O'Connor	Director Public Health	South West Kent PCT
Mark Salisbury	Area Commander	West Kent Police
Simon Wilshaw	Inspector	West Kent Police
Nick Chard	Member	Kent County Council
Steven Leidecker	Director Ops, WK	Kent County Council
Niki Luscombe	Public Service Board Liason	Kent Partnership
Wendy Wilton	Director	Kent Learning Partnership *
Malcolm Staunton		Learning & Skills Council

Community & Voluntary Sector

Caroline Shaw	CEO	Voluntary Action West Kent
Penny Chapman		HomeStart West Kent
Mandy Wynne	CEO	Sevenoaks Volunteers
Keith Austin		Age Concern Malling
Michael Cooke		Sevenoaks Churches Together
David Coleman		Kent Assn of Parish Councils
Peter York (new)	Chairman	West Kent Civic Trust

Observers

Kate Greenaway		SEEDA
Maureen Pullen		GOSE

Officer co-ordinating Group

Mark Raymond	Corporate Services Mgr	Tonbridge & Malling BC
Derek Mckenzie	HoS Policy & Environment	Sevenoaks DC
Nazeya Hussain	Head Com & Corp Planning	Tunbridge Wells BC
Tom Phillips	Community Liaison Officer	Kent County Council
Wendy Wood	WKP Co-ordinator	

* sub or task group chair

SUB GROUPS

Transport

Derek Mckenzie (Chair)	SDC
Steve Pay	KCC Public Transport
Anne Marie Hannam	Kent Highways (West)
Andy Smart	Kent Highways (Mid)
Mike McCulloch	TMBC
Lene Benyon	TWBC
Malcolm Spalding	Arriva Southern counties
Mike Gibson/Nigel Jarrett	South Eastern Trains

Economic and AIF

Tony Bartlett (Chair)	Business Link Kent
Mark Raymond	TMBC
Daryl Jones	TWBC
Denise Eden-Green	Kent Economic Board
Emily Haswell	KCC
Wendy Wood	WKP
Roger House	Fed Small Businesses
Derek Mckenzie	SDC
Mandy Bearne	Locate in Kent

Housing

Barbara Thorndick (Chair)	West Kent Housing Association
Claire Martin	KCC
Geraldine Harrington	Town & Country Housing Group
John Rosser	Town & Country Housing Group
Pat Smith	SDC
Mark Raymond	TMBC
Lawrence Dey	TMBC
David Crosby	TWBC
Gill Harris	TWBC
Stephanie Bollenhickman	TWBC
Anthony Cross	Russet Homes
Vivien Knibbs	Moat Housing Association

Learning and Skills

The WK Skills Forum 19+

Wendy Wilton (Chair)	Kent Learning Federation
Malcolm Staunton	LSC
Bill Fearon	West Kent College
Paul Hannan	Hadlow College
Sue Ricketts	Kent Adult Education Service
Emily Haswell	KCC
Richard Green	Business Link Kent
Daryl Jones	TWBC
Sue Mcleod	Mid Kent College
Caroline Shaw	VAWK

Caron Akehurst

LSC

14-19 Review and Planning Forum

Martin Absolom	Oakley School:
Angela Agopian	Instant Muscle
Nigel Blackburn	The Hayesbrook School:
Stephen Bovey	Hillview School
John Daly	The Wildernesse School
Pippa Doran	Kent County Council:
Claire Ellis	Learning and Skills Council Kent and Medway
Vanessa Everett	Mascalls School
Bill Fearon	West Kent College
Sally Keverne	Kent County Council
Mark Gorringe	Connexions Kent and Medway
Paul Hannan	Hadlow College
Chris Lay	Kent County Council
Rosemary Martin	Combe Bank School
Jackie Matthais	West Kent Chamber of Commerce and Industry
Rosemary Olivier	St Gregory's Catholic Comprehensive School
Val Spinks	West Kent Learning Federation
Daryl Jones	TWBC

Health Policy (to follow)

TASK GROUPS (report into Economic and AIF group)

Marketing

Mandy Bearne (Chair)	Locate in Kent
Jackie Mathias	West Kent Chamber of Commerce
Ruth Wood	KCC
Linda Moreau	Tonbridge & Malling Borough Council
Juliet Steinmetz	Tunbridge Wells Borough Council
Sarah Knight	Creative Revolution
Wendy Wood	West Kent Partnership

Landbased

Paul Hannan (Chair)	Hadlow College
Adam Ellis-Jones	Produced in Kent
Caroline Shaw	VAWK
Daryl Jones	TWBC
Carolyn Mckenzie	KCC
Diana Lock	KCC
Emily Haswell	KCC
Paul Draycott	Business Link Kent
Richard Green	Business Link Kent
Stuart Gibbons	KCC
Sue Ricketts	KCC
Wendy Wilton	Kent Learning Partnership
Mark Raymond	TMBC
Derek Mckenzie	SDC
Tony Atkinson	KCC

Private Enterprise – following to be invited on

Roger House (Chair)	FSB/Big Solutions
Frank McConnell	Swanley Chamber of Commerce
To be advised	FSB rep
To be advised	Institute of Directors
Tony Bartlett	Business Link Kent
Ian Scott	Penshurst Place
Denise Eden-Green	KEB
to be advised	a rural business
to be advised	a large retail business
Rosie Serpis	AXA PPP
Alison Mortimer	small businessperson
To be advised	a Swanley Business
To be advised	a Kings Hill Business
To be advised	selection - businesses at Kent Business Awards
SEERA rep	The Hop Farm
Wendy Wood	WKP

PAPER D

Kent Agreement Workshops - Key Points

Workshop 1: Children & Young People

- Discussion focused on Kent Agreement Outcome 5 (to increase attendance in primary schools)
- Holidays being taken in term time is a real issue for this outcome
- Staggered term times may help this problem - but could pose a split for families with children at primary and secondary school
- Performance is a better indicator of a good school than attendance
- Need community engagement to get parents and wider family to engage with teachers on this issue - need to share good practice
- Good points from this Kent Agreement - shared focus & priorities has helped cement partners
- Bad points from this Kent Agreement - bureaucracy and unhelpful timelines of data
- Next Agreement - want to get parents and children engaged in setting targets to increase ownership

Workshop 2: Safer & Stronger Communities

- Discussion focused on red outcomes and indicators
- Suggestion to localise the question in perception surveys and word the questions more carefully
- Need to bridge the generation gap by working together with mixed ages on local projects
- Need to widen the sample base for perception surveys e.g. include young people
- We need to look at how we manage the media
- Next Agreement - less reliance on perception surveys and more cross sharing of information between partners
- Look at joint job descriptions and co-location with merged boundaries and shared outcomes

Workshop 3: Healthier Communities and Older People

- Discussion focused on all three outcomes
- Suggestion to view things more holistically - with more on preventative work
- Need better intelligence by geographical area across all targets (with traffic light indicators broken down accordingly)
- Next agreement should look at wider determinants than perception targets
- NHS have a very target lead culture - their targets should be across all the blocks
- Districts could lead on Choosing Health
- More information sharing across partners

Workshop 4: Economic Development & Sustainable Communities

- Discussion focused on all three outcomes
- We need to balance economy issues with quality of life and sustainable communities
- Housing outcomes should focus on "quality" across the stock Wage rates are still behind rest of UK - and need quality jobs not just quantity
- Community vibrancy could be a focus for activity
- We need to involve more people in the next Kent Agreement
- We have the advantage this time in the Vision for Kent
- Better cross/inter block working next time around

PAPER E

Economic/AIF Progression Sub-Group Report

This group has a dual responsibility:

- progressing Strategic Objective 3 in the revised AIF – ***Sustain and Strengthen the local economy***, and
- ongoing monitoring and progression of the revised AIF including links to all sub and task groups

Sustain and Strengthen the local economy

A workshop was held in November to focus on developing actions to deliver on the priorities for action identified in SO3 and an Action Plan subsequently agreed

- The group has commissioned Locate in Kent to investigate supply and demand for affordable incubator and grow-on space in West Kent. The study will provide evidence of the need for this sort of provision to use to influence planning decisions and attract grants. The study also links to the work that the new marketing task group (chaired by Mandy Bearne of Locate in Kent) is already undertaking (see below)
- The group has drafted outline Terms of Reference, identified potential members and produced a brief for the new private sector task group (**Voice for Business**) which Roger House will chair.

This group will comprise local business and business support agencies and act as a two way communication route informing the Economy sub-group of the local issues and concerns of the business community and acting as an ad hoc focus group to help validate project proposals originating from this sub-group. Communication is key and the first step to achieving this is through the development of a dedicated West Kent Business website and the necessary support will be given to the marketing group with its development.

Monitoring and progression of the revised AIF

Current membership of the sub and task groups is given in Paper A.

At least one member of this group is represented on all other sub and task groups. A monitoring report on all strategic objectives will be produced for the April meeting. In addition to the Voice for Business, two new Task Groups have also been formed:

Marketing Task group

This group chaired by Mandy Bearne of Locate in Kent, supported by Wendy Wood and also including tourism and marketing officers is leading on Strategic Objective 1 – Raise the profile of West Kent as a key area for investment. The group has identified that there are few available premises/sites to attract new businesses to the area and whilst the economic group will lobby on this issue using the Locate in Kent report, it will also be useful background for this group in identifying what is or might be available to potential investors in the area. The main thrust of the marketing activity for West Kent

however, is to be focused on developing a sense of belonging and pride in the business community and encouraging/supporting those businesses in their development, linked to the necessity for the provision of appropriate premises for businesses to expand.

The marketing group are developing a business website for West Kent with the working title of West Kent Workweb. The IT expertise will be supplied by West Kent College and a meeting to scope the project is planned in the New Year. The site will act as a portal signposting businesses to services and information and it is also the intention to develop a network for businesses. Once the site is launched it will be managed by the private sector task group – **Voice for Business**.

Land based Task group

This group has yet to meet. However, there is a proposal that the Sevenoaks District Council Rural conference planned for the spring be adopted as a West Kent event which could draw together rural based businesses throughout West Kent to address many of the issues identified under Strategic Objective 7 – **Maximise opportunities for land based and other rural businesses**.

PAPER F - Housing Sub Group update

West Kent Housing Sub-regional working

- Sevenoaks District Council, Tonbridge and Malling and Tunbridge Wells Borough Councils originally met with representatives from GOSE, Housing Corporation and Supporting people team KCC plus Maidstone Borough Council to look at working together sub-regionally.

The main objectives for this cross boundary working in Housing Services were to:-

- a) Maximise opportunities for affordable housing
 - b) Maximise funding for affordable housing.
- The Group agreed that at this time Maidstone Borough Council should not be included. A "Maidstone Options" paper was then produced outlining the similarities and differences between the four Local Authorities.
 - A type of Housing Strategy Executive Summary was produced in 2005 and this was titled "Housing Position Statement". It was formally adopted by Members from all three councils and forwarded to GOSE in September 2005 where it was well received as "Good Practice". This is the first sub-regional strategy (Executive summary) for Kent.
 - Meetings in 2006 have identified the desire for a full sub-regional strategy with an Action Plan highlighting present joint objectives and those to be considered for the future.
 - As at December 2006, a draft document has been produced after 2 "Awaydays" with an updated version of the Housing Position statement. This draft still requires some revision and will need further information as identified by the 2 "Awaydays". The final format has yet to be agreed before the document is referred to Members of each Local Authority in the early summer 2007, before the Housing Corporation Bid rounds.

GOSE continues to actively support the concept of sub-regional working particularly in Housing.

In the South East Regional Housing Strategy the "West Kent" sub-region was identified.

PAPER G

WEST KENT PARTNERSHIP

18 January 2007

TRANSPORT SUB-GROUP UPDATE

1. Actions from WKP Meeting 20 October

Transport hub proposals for Tunbridge Wells and Tonbridge & Malling – what they will mean if approved

Regional hubs are locations where multi-modal transport services are to be provided to support growth in housing and jobs and linked by spokes (corridors of movement). In basic language, being a hub means you are more likely to get support for transport infrastructure improvements since they should, in theory, be supporting sustainable development of regional significance.

How work of sub group sits alongside transport plans of other public bodies.

This group seeks to influence the Local Transport Plan for the benefit of West Kent and works closely with the appropriate officers who are also members of the sub group. (If partners would like more detail on the Local Transport Plan a document is available electronically from Wendy Wood.) The sub group also aims to ensure the appropriate links are in place with the Area Investment Framework and lobbies direct with major bodies such as SEERA and GOSE. In addition district officers feed district level issues into the group and identify areas of synergy.

Colts Hill Action: pressure to be maintained. The absence of a link is damaging to the community

The Chairman has received a response from Stephen Ladyman at the Department of Transport stating that he is available for a meeting but that the Government has accepted SEERA's recommendation that the scheme is not included in the period up to 2011 but are currently considering its major transport schemes in the period 2011 to 2015. The partnership is asked to consider inviting SEERA, Stephen Ladyman and the others mentioned in Cllr Ferrin's July letter, to a meeting at Colts Hill with the objective of influencing decisions for 2011 to 2015. We should consider that SEERA's grading of the Colts Hill scheme was influenced by the perception that it cannot be linked to regeneration and that although the RES identifies Tonbridge and Tunbridge Wells as a transport hub the A228 is not a regional spoke and would do little to support modes of transport other than the private car.

2. Current Transport Issues

School transport pilot in Tonbridge and Tunbridge Wells

Further details of the pilot are now emerging and Sir John Stanley, MP, has obtained some commitments from Paul Carter. It is anticipated that the scheme will be operational for September 2007 and possibly in spring 2007. The scheme is intended to address congestion especially during the school run

hours and to enhance capacity on bus services. It will be open to all students attending Tonbridge and Tunbridge Wells schools irrespective of residency. The scheme will apply both to travel to school and for evening and weekend travel as well. The cost per pupil will be modest – expected in the region of £25 a year for the standard card for travel to school only, or approximately £40 a year for the gold card for travel in the evening, at weekends and during school holidays. Those pupils currently entitled to free travel to school will get the standard card free of charge. There will be no cost to the tax payer for the pilot scheme.

3. AIF – Strategic Objective 6: Increase the effectiveness of transport infrastructure in West Kent

The transport sub group have put together an action plan on the priorities for action.

Tim Read is now on a secondment and Derek McKenzie has taken over the Chair. Derek will be leaving SDC in the New Year and the group will be chaired on an interim basis by Anne Marie Hannam of Kent Highways.