

West Kent Partnership Meeting

Kings Hill Conference Centre, 10am, Thursday 26 April, 2007

A G E N D A

1. Minutes/Matters Arising from meeting held 18 January 2007
2. Presentation – Kent Agreement 2 and activity based mapping V4K – Richard Spoerry and Elizabeth Sanderson
3. Presentation – Final Report of I&GP funded project on ‘Getting Employers involved in essential worker housing’ - Barbara Thorndick
4. Co-ordinator's report
 - End of Year Financial Report – Paper A
 - WKP Priorities for Action – for endorsement – Paper B
 - Monitoring Report on Ssky Project – Paper C
5. Sustainable Community Plans
 - Sevenoaks District Sustainable Community Action Plan 2007-2010
http://www.sevenoaks.gov.uk/community_living/sevenoaks_district_community_plan/default.asp – for endorsement - Merle Bigden
 - Sustainable Community Plan for Tunbridge Wells Borough
<http://www.tunbridgewells.gov.uk/section.asp?catid=422&docid=3441> - for Endorsement – Estelle Grant
6. Sub Group Updates
 - AIF Progression/Economic (including monitoring report) – PAPER D
 - Learning and Skills – PAPER E
 - Housing – PAPER F
 - Transport – PAPER G
 - Health – PAPER H
7. Any Other Business
8. Dates of next meetings
 - Thursday 19 July, 10am, Kings Hill Conference Centre
 - Thursday 25 October, 10am, Kings Hill Conference Centre
 - Thursday 24 January 2008
 - Thursday 24 April 2008
 - Thursday 17 July 2008
 - Thursday 16 October 2008

Co-ordinator's Report

End of Year Financial Report – PAPER A

WKP Financial Report - April 07

	2003/4 Actual	2004/5 Actual	2005/6 Actual	2006/7 Actual	2007/8 Antipated	TOTAL
Income	50000	55000	55000	55000	55000	270000
b/f previous year		36211	40806	41671	15782	
Resource available	50000	91211	95806	96671	70782	
Expenditure						
overhead (co-ordinator + marketing) **	2429	22955	30456	32009	35000	122849
Projects **	11360	27450	23679	48880	35782	147151
Total spend	13789	50405	54135	80889	70782	270000
Net income carried forward	36211	40806	41671	15782	0	
Analysis of Projects						
Key Worker	15000					15000
WKCVS post		6250	18750	12500		37500
Priority Communities		7000				7000
Safety in Action		4600				4600
Volunteering England		9600				9600
AIF review			4929			4929
Ssky				10000		10000
Small Business Ambassadors				10000		10000
Give & Gain				16380		16380
TOTAL allocated	15000	27450	23679	48880		115009
						115009

External Funding (SEEDA)

Home based businesses Project	25000
Destination Management System	25000

** note these figures includes expenditure committed in relevant year but not necessarily all drawn down

PAPER A – Financial Report continued

West Kent Partnership – overview of projects sponsored and value – revised 20 March 2007

Project	Period	WKP funds	Match funds	Outcomes
Studies into grant free models of providing housing for essential workers and employer engagement in providing affordable housing	2003 – 2004	15,000	£49,995 innovation & good practice grant Housing Corporation	WK defines essential workers; not just key workers. Navigation House in Tonbridge built and occupied by essential workers
Voluntary Action West Kent Development Officer Post (1)	2 years from June 2004	£25,000	£7,000 VAWK	Enabling infrastructure support of many WK charities including assisting community groups to raise funding – 130 groups helped
Voluntary Action West Kent Development Officer Post (2)	1 year from June 06	£12,500	£12,500 VAWK	
Safety in Action initiative for 900 primary school children	Delivered spring 05	£4,600	£7550 in kind / other contributions	Raised awareness of personal safety for 900 year 6 children in WK by stepping in with one-off funding to support the continued running of the Safety in Action initiative when the private sector sponsor withdrew
Studies into Priority Communities in West Kent	Sep 04-Dec 05	£7,000		Working towards securing external funding to implement strategies for children, young people and their families in the priority communities in West Kent and promoting cross agency working
Implementation of Rural Volunteering Project – pilot scheme	Delivered spring 05	£9,600	£250,000 over 2 years Volunteering England	Improved quality and quantity of volunteering in rural areas using improved and better ICT Following pilot £250,000 investment in over 2 years in equipment, support and marketing Pilot attracted further DEFRA funding to develop easy access web based directory of support services available to front line charities particularly in rural areas
Review of West Kent Area Investment Framework	2006	£5,000		Revised AIF published September 06 Priorities for action being progressed and monitored through sub groups promoting cross agency working Opportunities for external funding being identified and pursued WK economic issues highlighted through AIF
Small Business Ambassadors programme	2007	£10,000	£15,000 Big Solutions/KCC/SEEDA	Programme to deliver enterprise education in schools Small Business Ambassadors 'club' promoting business benefits of community involvement

Project	Period	WKP funds	Match funds	Outcomes
Give & Gain Employee Volunteering Scheme – part funding of co-ordinator post	Mar 07-Mar 08	£16380	£9063 – Sevenoaks Volunteers	Building on pilot study funded by Volunteering England Employer engagement in CSR in WK via employee volunteering to strengthen links between business and community
Ssky Project – a new team, which aims to meet the emotional wellbeing needs of children and young people in WK	Sep 06 for 6 months	£10,000	Counselling element of project £21,000	WKP contribution solely to deliver counselling services to bring backlog up to date and allow counselling to be delivered quickly and effectively to clients
TOTAL Value projects sponsored by WKP		115,080	372,058	

Additionally as a direct result of the existence of the WK Area Investment Framework, SEEDA funding was obtained to deliver two additional projects at £25,000 per project

- Setting a framework for enabling homebased businesses in West Kent to capitalise on IT support and thereby increase their business effectiveness through funding research and developing recommendations into the IT support required for home based businesses
- Improving the effectiveness of many tourist based businesses by funding the implementation stage of the Destination Management System for Heart of Kent Tourism Partnership.

PAPER B – WKP Priorities for Action

WEST KENT PARTNERSHIP - PRIORITIES FOR ACTION				
WW 15 March 07				
Aims	Actions	Timescale	Milestones	Lead
Contributing to building a stronger economy				
providing financial support for projects meeting funding criteria	appraisal of projects	as received	reporting to WKP	co-ord group
carrying forward the findings of the SEEDA funded projects	follow up on findings	ongoing	projects delivered	econ group
monitoring and supporting achievement of AIF Objectives	twice yearly reporting	6 monthly	projects rolling	econ group
carrying forward the findings of the Priority Communities study	integrating strategies	ongoing	initiatives underway	Co-ord group
Providing a voice for the people and businesses of West Kent and promoting West Kent to a wider audience				
achieving further support from SEEDA for projects	submit funding applications	ongoing	funding secured	econ group
achieving support from external agencies for local projects	identify potential funding bids	ongoing	funding secured	econ group
ensuring Kent Partnership strategies reflect West Kent issues	liaison Kent Partnership	ongoing	WK views reflected	Co-ord group
influencing the South East Plan	liaison 3 councils	ongoing	WK views reflected	Co-ord group
influencing the local Transport Plan	draw together all WK issues	ongoing	WK views reflected	Transport sg
influencing other plans as arise during the year	input as arise	ongoing	WK views reflected	Co-ord group
lobbying on important issues for West Kent	letters from partnership	ongoing	concerns raised	Co-ord group
staging half day conference	conference organisation	Oct-07	conference takes place	co-ord group
maintaining informative website	regular updating	ongoing	quarterly review	WW
securing press coverage for WKP initiatives	regular press releases	ongoing	press coverage secured	WW
develop and deliver communication plan	plan devised	Jun-07	plan delivered	marketing grp
provide support to and liaise with Voice for Business Group	facilitate group's activities	ongoing	Group active	econ group
develop Voice for Business website	website scoped and being built	Jun-07	website live	marketing grp
representation on regional and sub regional task groups	input as required	ongoing	WK views reflected	WKP members
participation in events which can promote WK interests	involvement as required	ongoing	WK promoted	Co-ord group

Supporting the development of vibrant, caring and thriving communities & adding value to the services provided

taking a strategic level view of each district and borough Sustainable Community Plan	identifying synergies	ongoing	strategic action taken	Co-ord group
Funding projects which support the WK community	appraisal of projects	ongoing	recommend to WKP	Co-ord group
taking forward joint themes from the 3 sustainable community Plans	themes identified and combined	ongoing	annual review	Co-ord group
considering and influencing plans, strategies and agendas of other agencies	input as arise	ongoing	WK views reflected	Co-ord group
promoting cross agency working in our priority communities	implement SO4 of AIF	ongoing	Cross agency working	Co-ord group

PAPER C

To: West Kent Partnership

From: Karen Coffey

Date: 13/04/07

Re: **Report summary to support the 10k funding allocation to purchase of additional counselling sessions from Time to Talk.**

1. Project Brief

- 1.1 Ssky (Support Service for Kids and Young People) is a new team, aiming to meet the 'emotional wellbeing' needs of children and young people in the Tonbridge and Malling, Tunbridge Wells and Sevenoaks Districts. It is a multi-disciplinary, early intervention team, which will comprise of three primary mental health workers, a part time clinical psychologist, five social work assistants, a part time social worker seconded from the Children with Disabilities Team and administrative support.
- 1.2 A voluntary sector counselling service - Time to Talk - makes a significant contribution to this provision. The work of the service is time limited (1-8 sessions) and will be done on an outreach basis in schools and in family homes. Time to Talk provide an excellent professional service with a range of qualified counsellors. They work with young people and their families who have wide range of presenting factors.
- 1.3 These presenting factors could be one or more of the following: Bereavement, Family Separation, 'Looked After' children who require social worker involvement, Sexual Abuse/Neglect, Teenage conflict with parents, Anxiety, Anger/Behaviour, Domestic Violence, Parenting, Aspergers/Autism and Self harm.
- 1.4 The Time to Talk service has taken referrals from a wide range of agencies and has linked to school Clusters where children and young people have been identified for this service through the Cluster based review process.
- 1.5 The five social work assistants who make up the Ssky team are the first component of this service and are now in post. Their role will be to provide emotional nurturing/support to children and young people with emotional/challenging behaviour. In addition, to provide advice/support to the parents/carers of these children and young people in managing their behaviour at home. The work has been undertaken on either an individual or group basis.
- 1.6 Funding for this service has been provided by South West Kent PCT, School Clusters and Children's Consortia in the Tonbridge & Malling, Tunbridge Wells and Sevenoaks Districts. The aim of this service is consistent with the PSA2, LAA target (4) "To identify children and young people (0-15yrs) with emotional and/or psychological difficulties at the earliest possible stage and respond with the most effective support".

1.7 **The project is at phase 1** with the appointment of the 5 Ssky project workers, part time service manager, the Time to Talk counselling provision and part time Social Worker for children with Disabilities. The professional supervision from CAMHs Tier 3 has also been committed. Phase 1 also includes developing a base for the team at Long Mead Community Primary School. Partial funding as been committed to this refurbishment.

2. **West Kent Partnership**

2.1 The 10k allocated by WKP to assist in the alleviation of waiting list to the Time to Talk counselling provision (see 1.2) was received in September 06. There were 65 young people and their families on a 5-month waiting list at the time of receiving the funding in Sept 06.

2.2 **Conditions of funding**

(i) The funding to be used to commission Time to Talk to deliver counselling at a rate which will clear the waiting list of tier 2 backlog within 6 months from the date you receive the funding

(ii) A report to be produced for the WKP at the end of the 6 months funding reporting on progress of the Ssky project and the impact of the WKP funding on the development of the project.

(iii) An acknowledgement that this funding is a one-off funding payment and that we will be unable to fund any further, if for example, the cost of clearing the backlog proves higher.

2.3 Prior to this project there had been no tier 2 service and therefore the initial demand from universal services and re-addressing the inappropriate referrals to CAMHs tier three has created an excessive demand on the service. As we reduce waiting times at tier 3 and appropriate referrals are sign posted to the correct level of service through our single point referral meetings; we should see equitable demands on our provisions.

2.4 **Activity for 06/07 for Time to Talk**

(i) Time to Talk had a waiting list of 65 children and families. The 10k from WKP and an additional 15k from Tonbridge & Malling, Tunbridge Wells and Sevenoaks Children's Consortia enabled Time to Talk to clear this backlog during October and December 06.

(ii) The waiting list was closed in September to enable the extra sessions to take place with great results. This enabled Tunbridge Wells and Sevenoaks to re-open their waiting lists in November and Tonbridge to re-open their list in Jan 07. Therefore the waiting list of tier 2 backlog was cleared within **3 months of receiving the funding**.

(iii) The WKP 10k contribution purchased approximately 303 extra sessions, which equates to providing a service for approximately 50 children and families. The average number of sessions per Young Person was 5.8.

- (iv) Strengths and difficulties Questionnaires (SDQs) are been completed by the parents of the young people accessing a service provided by Time to Talk. These are being completed to measure the impact of the intervention. The SDQs are the official recording mechanism to measure against the LAA target. The questionnaires are sent out by the organisation (Time to Talk) but are been collated and analysed centrally.

3. Future developments

- 3.1 Phase 2 will include the development and accessing funding for the PMHW (Primary Mental Health Worker) and other key professionals for the model. We are awaiting to hear the position of the PCTs financial recovery plan
- 3.2 The model will develop with the release of funding and appointment of the additional posts. The Ssky project at present does **not** cover the Swanley area of Sevenoaks as it falls within the DGSPCT locality. The Ssky project only covers the SWKPCT locality-Tunbridge Wells, Tonbridge and Sevenoaks and a small bit of MWPCT. Due to the geographical boundaries, which are not co-terminus and with the uncertainty of the make up of the PCTs in the future, we are trying to replicate the model in Swanley so we can attach it to the existing model and have equitable delivery across West Kent. Commissioning arrangements have been agreed to include the Malling cluster into the Ssky model.
- 3.3 At present Time to talk is funded in Swanley through the Swanley and District cluster but this funding is time limited.
- 3.4 Evaluations and monitoring will be ongoing, so that the impact can be measured, thus providing evidence to ensure sustainability beyond 2008.

4. Conclusion

- 4.1 Considerable evidence of the need for a tier 2 emotional wellbeing service has been collated. The model has been extensively researched and developed over the past 2-year's.
- 4.2 The Ssky model has received funding both for capital and revenue from a number of key partners. Funding bids are also with health for the appointment of significant health posts to enhance the initiative. The funding is due to come through the CAMHS Grant, CAMHS centrally funded initiatives and PCT planing process. Unfortunately due to the financial recovery plan the PCTs are under, we are still awaiting for a decision on this funding.
- 4.3 We have also been able to secure an extra 15K from the South West 3 consortia using the WKP funding as leverage. This again will assist us in providing much needed additional counselling sessions as the demand and need has proved to be high and referring agencies and families have seen the benefit of such provision. Since October 05 to December 06 the Time to Talk service have received **431 referrals**. These statistics evidence that we did have a gap in our tier 2 provision and the necessity to keep this component of the tier 2 model funded to an appropriate level.
- 4.4 This will enable the Ssky project to deliver this high priority service delivery model.

PAPER D

West Kent Partnership Meeting – 26 April 2007

AIF Progression Group

All the Sub group chairs have fully co-operated in completing the Monitoring reports covering the first 6 months of the AIF Action Plan.

Out of 52 Priorities for Action, only 6 ambers and no reds. As well as reporting on progress, actions for the next 6 months have been recorded and successes and barriers identified. Remedial plans have been instigated for the amber priorities and the reporting process has proved a very useful tool for the AIF progression group who will support sub groups as required in turning these to green.

The monitoring reports are not attached here but are available from Wendy Wood if anyone wishes to have copies. The annual update of the action plan will be presented with the full monitoring sheets to the October WKP meeting.

The two Skills; Economy; Housing and the Transport sub group have all fully integrated the AIF action plan into their action planning. The remaining Priorities for Action fall under the remit of the AIF Progression group and the WKP officer co-ordinating group and are reported on in brief here.

AIF Sub Groups

SO1 - Marketing Task Group

With the objective to develop and implement a communication plan to inform a range of stakeholders and businesses about West Kent in general, a scoping meeting was held by the Marketing Task Group, chaired by Mandy Bearne of Locate in Kent. A decision was taken that the main resource was to be the development of a website for West Kent business to promote a feel good factor about West Kent as a business location and to provide relevant inward investment information. This website will also be used by the Voice for Business group to communicate with its members and offer an on-line forum..

This project is moving forward in partnership with West Kent College and a group of IT students are undertaking the design and build of the website as an assessable part of their course. Briefing meetings have taken place and it is anticipated that the **Westkentforbusiness.co.uk** website will be live by end June.

SO3 - Economy Sub Group

Roger House who chairs the Voice for Business group has identified potential members and is approaching them with a view to a first meeting in May where terms of reference and priorities will be agreed. This will also be an opportunity for this group to feed in comments to the West Kent For Business website content before the website goes live.

Locate in Kent have produced a draft report for comment on supply and demand for affordable incubator and grow-on workspace in West Kent. The final report will be available in May. This report will be used to lobby developers to establish an easy

in/easy out model with the intention of giving landlords security of tenure whilst offering the market what it needs.

Corporate social responsibility issues are being addressed through the Give & Gain project, part-funded by the WKP. A meeting has taken place with the project co-ordinator to provide support in linking to businesses.

Several events and presentations are planned in the next few months around public sector procurement with a Workshop being delivered on 21 May by a private sector partnership supported by the 3 West Kent districts, to be followed by a presentation to the Voice for Business group. Signposting to the **supply2gov** website and contracts alert service is being promoted throughout West Kent including signposting on the WK4Business website..

Town centre and rural town development best practice is beginning to be shared across West Kent and ED officers continue to promote the take up of health checks amongst eligible rural towns.

Barriers

The At Home with ICT study raised awareness of issues and needs of home based businesses. It is important now to engage partners and develop a route to delivery. The project group will be re-assembled to move this project onto the next stage.

The promotion of policies that seek the retention of employment land are being addressed through a proposed meeting with LDF planners across WK so that policies and strategies can be agreed around not just employment land retention but also a consistent approach on planning policy in general and to encourage planning policies that assist farm diversification and support appropriate rural economic development.

As the 3 LDFs are at different stages of completion it is recommended that the timescale for this project is redefined from SHORT to MEDIUM/LONG.

Consideration of a possible Enterprise Gateway for West Kent is on hold awaiting the outcome of SEEDA's review of its Enterprise Gateway strategy.

SO4 – Priority Communities

A full programme of support, being led by individual districts, within the priority communities is ongoing. Drawing together these initiatives under the umbrella of this monitoring process provides an opportunity to share best practice and possibly identify some areas of synergy.

The co-ordination of health initiatives to address the underlying causes of poor health is hampered by the withdrawal of choosing health funding.

SO7 - Landbased and Rural Business Task Group

A Working Group has been formed to deliver a West Kent rural conference in the Autumn of 2007. This Working Group will continue in place after the Conference to help take forward the issues identified. The group is different from that originally scoped to deliver this strategic objective but is better constituted to deliver on the Priorities for Action at the current time and the rural conference will deliver 3 out of 5 of these.

The proposed event provides the opportunity to deliver practical help to a significant sector in the WK economy, promote sustainability and help protect our rural environment. It is aimed primarily at tenant farmers or landowning farmers actually farming their own land and is designed to encourage farm diversification, support the provision of integrated advice and bespoke support for farmers and contribute to maximising benefits for WK business from Produced in Kent initiatives.

SEEDA are actively part of the Working Group and will provide help in accessing speakers and stand holders as well as part funding.

The event will also link to tourism, particularly B&B provision, as well as other diversification initiatives which deliver on the marketing task group's objectives

Action to lobby for funding to provide affordable Health and Safety training and other skills training in the Landbased sector needs redefining as MEDIUM/LONG term to enable appropriate funding schemes and providers to be identified.

Tony Bartlett
Chair AIF Progression Group and Economy Group

19 April 2007

PAPER E

West Kent Partnership Update 18^h April 2007

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

The **West Kent Skills Forum (19+)** met on the 13th November for an initial meeting to explore ways of aligning planning and funding in West Kent amongst the main post 19 providers. The aim is to ensure the best use of funding allocations to support the adult learners in most need in West Kent in line with the LSCSE Action for Communities Priority 4.

Action for Communities

Action for Communities is the South East strategy to place learning in the community at the centre of economic and social well-being in the region. It aims to maximise opportunities for adults to learn in their communities and to make best use of all available resources to support them, giving priority for public funding to those needing it most.

The aim is to support the regeneration and growth of targeted communities and the provision for individuals most in need by developing the Action for Communities model. This model proposes to work with key economic and community development partners including the voluntary and community sector to support regeneration and growth programmes identified in the Regional Economic Strategy with local targets agreed through Local Area Agreements. The plan is to improve opportunities for disadvantaged learners, including adults with learning difficulties and disabilities, low skilled adults, unemployed adults and offenders in custody and the community through developing an Action for Communities Strategy.

The ESF project, *Laying the Foundations*, will make a contribution to the Action for Communities initiative. It is an investment in developing relationships and networks through which to build opportunities for adults to learn in communities. Essentially it is about 'laying the foundations' for the South East's Action for Communities strategy.

The ESF project is focused on creating a learning network structure to strengthen co-ordination and delivery, enhance capacity and align and lever in resources.

Learning networks will need to foster a learning culture; develop progression routes from informal to more formal learning; cultivate local advice services and provider relationships, including between mainstream and voluntary and community organisations; and enable a holistic response to learners' needs.

The intended results of the ESF project will be re-focused or new learning networks which will be able to: enhance a range of outcomes for adult learners; expand access to learning for excluded and hard to reach groups; and lay the foundations for achieving coherence, breadth and consistent quality of learning provision across the region.

In order to support this strategy the Learning Partnership, together with a range of partners, including VAWK, the Colleges and Adult Education submitted a partnership bid for an ESF Project 'Laying the Foundations' for Kent and Medway. **I am delighted to say the bid was approved and will bring £240,000 in to Kent and Medway.**

The next meeting of the WK Skills Forum (19+) will be on 8th May

PAPER F

West Kent Partnership

Housing Sub group Report

The Housing sub group met on 27 February 2007.

Review of Final Report of I&GP funded project on 'Getting Employers involved in essential worker housing'.

This will be presented at Item 3 on the Agenda.

Update on progress with sub-regional housing strategy

Pat Smith reported on the progress made by the 3 local authorities in producing a sub-regional housing strategy to cover the area all 3 local authorities serve. The strategy will soon go out to consultation.

Election of new Chairman

The group discussed its purpose and reviewed the items within the WK Partnership AIF that in effect form its work plan. Whilst it was accepted that the 3 local authorities would need on occasions to meet separately to iron out issues such as the sub-regional housing strategy it was agreed there was a need for a wider WK Partnership housing sub group. Following this discussion Barbara Thorndick proposed Jon Rosser, Chief Executive to take over from her as the new Chairman of the Group. This was unanimously agreed by those present.

PAPER G

To West Kent Partnership
Report Title West Kent Partnership Transport Sub-group
From Kent Highway Services
Date 26 April 2007

Background

The West Kent Transport Sub-Group meets every three months to discuss progress on Strategic Objective 6: Increase the effectiveness of transport infrastructure in West Kent, under the West Kent Area Investment Framework and Action Plan 2006-2009.

The last meeting of the West Kent Transport Sub-Group was held on 20th March 2007 and this report sets out what was discussed at that meeting and the progress that has been made under each of the actions within Strategic Objective 6.

Major Schemes Update

A number of schemes have been identified for major scheme improvement and an update on each of these schemes is as follows;

1. M25 SLIPS – The Highways Agency have funding to carry out a feasibility study this year on the possibility of introducing east facing slips at the A21/M25 junction.
2. A21 Schemes – The regional allocation programme has been set through to 2016, which has allocated funding for the dualling at Pembury which has been scheduled for 2011 and Kippings Cross to Lamberhurst for 2012. Tenders are currently being invited and contracts will be awarded later this year.
3. Colts Hill Link – Because Regional Funding Allocation decisions have now been made by SEERA which did not include funding for the Colt's Hill link Cabinet is to discuss this scheme at their next meeting in September. The West Kent Partnership Transport Sub-group will report back to the West Kent Partnership Group the outcome of this meeting. Members are aware of the proposed changes to Accident and Emergency provision in Maidstone and Pembury and this will be taken into account during their discussion in September.

Rail Issues

Mike Gibson from South Eastern Railways attended the last West Kent Partnership Transportation Sub-group. He informed the group that South Eastern Railways are moving towards a focus on customers and that a stakeholders advisory board has been set up with passenger representatives from a cross section of the network's users. Key issues being identified are as much quality of life issues such as functioning toilets and customer information as around punctuality. He also notified the group that South Eastern Railways are keen to work with local authorities on joint

funding initiatives to improve their quality of service, which can be achieved through his attendance at the West Kent Transport Sub-group meetings.

Extra trains have been introduced on the Hastings-London line on a Sunday and these have been well received.

All South Eastern trains are being fitted with a data loading device which weighs each carriage and customer (assuming an average weight of 75 kilos per customer). This will enable South Eastern to establish where and when trains are being heavily used and make adjustments to timetabling and rolling stock to meet need. A similar system is already in use in Sussex.

There will be a major timetable change in 2009 when the high speed train service begins on the Channel Tunnel rail link line. This will not have a direct effect on West Kent but it will free up capacity on other services which does impact on West Kent. Consultation will take place later this year.

Local Transport Plan 2006-2011

The Local Transport Plan for 2006-2011 has been adopted, due to input from West Kent Partnership Transport Sub-group, West Kent issues have been successfully reflected in the Local Transport Plan 2006-2011.

A report was presented to the West Kent Transport Sub-group regarding the new process which was to be implemented, using a computer programme called the Budget Allocation Model (BAM) to allocate Local Transport Plan funding to each of the 12 Districts within Kent. This new process is now not to be implemented to such an extent, but is to be used solely as a guide for allocating funding across the County.

It was agreed at the last West Kent Transport Sub-group that a joint West Kent approach to implementing Local Transport Plan schemes should be developed through the West Kent Partnership Transport Sub-group, in order to help those schemes which affect the 3 Districts within the West Kent areas achieve funding through the Local Transport Plan budget.

Access for all – rural issues

South Eastern currently has a budget to improve access to key railway stations in Kent, in order to bring them up to Disability Discrimination Act compliance standards. This is being used to provide step free access at stations. The Department for Transport have expanded the scheme from the original published list from which Tonbridge and Malling received £67,000 for West Malling Station.

However the Department for Transport will realistically fund improvements to access at larger stations, due to budget restraints, a lift for example costs £1 million and priority is determined by passenger use. However all applications for access improvements to stations need to be made via South Eastern Railways and the contact there for Access for All is Justin.ryan@southeasternrailway.co.uk.

However due to the limited budget available for improvements to access at railway stations a long term solution to accessibility will have to be found, but in the interim South Eastern Railways are operating an Assisted Travel Scheme whereby customers who require assistance can be helped into and out of the station and on and off the trains. If no staff are available to provide this service then South Eastern

Railways will meet the cost of a taxi to the nearest accessible station, 24 hours notice of a need for assistance is requested.

A rural transport partnership group has been set up and West Kent Districts are contributing to this group.

Sevenoaks District Council is currently developing a Transport Strategy which will include rural transport issues, other Districts have been invited to the meetings regarding the development of this strategy so that any cross border issues can be addressed.

It was noted that SEEDA are to withdraw funding for support of actions with communities in rural Kent which looks at rural access issues, the West Kent Partnership Transport Sub-group is to ask SEEDA not to withdraw funding and to attend Actions with Communities in Rural Kent to see if any issues, which require capital funding (such as those measures relating to on site physical measures required, not staff costs), can be tackled through the Local Transport Plan budget.

Quality Bus Partnerships

All Districts either are, or will be addressing the feasibility of Quality Bus Partnerships. A Tunbridge Wells Quality Bus Partnership is currently under discussions with all associated parties.

The West Kent Transport Sub-Group will be approaching Kent County Council to see if there is any scope for Quality Bus Corridors in West Kent.

Access and Transport Issues associated with new hospital – Pembury

The Transport issues associated with this development will be addressed during the planning stage of the new hospital development. Members of the West Kent Partnership Transport – Sub Group will be looking at the proposals for the hospital and will address any access and transport issues as they arise.

Promotion and enhancement of transport facilities in the Tonbridge/Tunbridge Wells area.

It was agreed at the West Kent Transport Sub-group meeting that this will continue through the work that the sub-group is doing through interaction with appropriate groups and the development of the Local Transport Plan schemes.

A number of transport groups have been set up within the Districts. The Tunbridge Wells and Sevenoaks Transport Forums are going well and Members of the West Kent Partnership Transport Sub-group are attending these forums.

The monitoring form for objective 6 of the AIF was completed by the West Kent Partnership Transport Sub-group.

Free Travel Scheme for 11 – 16 Year Olds

Following the last West Kent Partnership meeting, a report has been written to Cabinet regarding the pilot scheme for free local bus services travel in Tonbridge/Tunbridge Wells and Canterbury, the report is in Appendix A attached to this report.

Recommendations

1. The WKP supports the continuation of the West Kent Partnership Transport Sub-Group to address the actions set out within Strategic Objective 6 of the AIP and implement necessary transport schemes/improvements where possible.

Appendix A

By: Keith Ferrin, Cabinet Member for Environment, Highways and Waste
Pete Raine, Managing Director – Environment and Regeneration

To: Cabinet – 8 February 2007

Subject: Free Travel for 11-16 Year Olds

Classification: Unrestricted

Summary: This report seeks approval from Cabinet to establish free travel pilot schemes in Tonbridge/Tunbridge Wells and Canterbury using the criteria set out in Appendix 1. If these are successful and affordable, a countywide roll-out will take place from 2009/10.

FOR DECISION

1. Background

1.1 In September 2006, Kent County Council published “Towards 2010” (T2010) with an aspiration to introduce free travel for school children in secondary education aged 11-16.

1.2 In order to test the feasibility of introducing free travel, two pilot schemes are being established in Tonbridge/Tunbridge Wells and Canterbury. It is hoped to commence the pilots in June 2007.

1.3 The key policy aspirations of free travel for 11-16 year olds are:

- A reduction in peak hour congestion.
- Improved social inclusion through improved mobility for young people outside school hours.
- Encouraging longer term use of public transport by young people.

2. Pilot Schemes

2.1 Negotiations are well underway with bus service providers across Kent for the establishment of free travel trials in areas covered by Tunbridge Wells Borough Council and Canterbury City Council, and Tonbridge town. All secondary schools in these areas will be included and as set out in Appendix 2. There has been a lukewarm response to participation in the scheme by Kent rail operator Go Via and it is not proposed to include this mode of travel in the pilot schemes. We will continue to work with Go Via so that free rail travel will be included in the countywide scheme from 2009/10.

2.2 Given the significant level of investment in extra buses to be committed by the operators, the pilot schemes will need to run for a minimum of two years to ensure that they recoup this investment.

3. Financial Implications

3.1 The County Council has commissioned MCL Transport Consultants, the UK's leading consultancy on concessionary travel, to assess bus capacity in the Canterbury area and to calculate the likely cost of a countywide free scheme. This work is now in final draft form.

3.2 MCL have estimated that around 12 additional buses will be required on existing corridors to cater for the new demand generated by free travel in Canterbury. It is likely that a scheme in Tonbridge / Tunbridge Wells will be broadly comparable.

3.3 The difficulty of establishing an accurate level of funding for the pilot schemes at this stage is based upon housing 12 estimated additional buses per pilot area, exactly how many new students will take up the pass and how many are currently not entitled to free school travel but are paying their own fare for bus travel.

3.4 However, based upon the MCL work, Officer's judgement is that each pilot scheme will cost in the region of £1 million per annum based upon a pass charge of £50 for peak and off-peak travel for non-entitled children and £50 for off-peak travel for those entitled to free school travel.

3.5 Appendix 3 details the cost (at 2006/07 prices) of introducing a countywide free scheme. The proposed cost of £50 for both types of card may dampen some demand although a cautious approach at this stage is recommended due to the potential high overall cost of free transport and the levels of uncertainty. The relatively high cost of providing free travel in the pilot areas (£2 million out of a total of £8.3 million) reflects the concentrated nature of school travel demands in these towns and the lack of spare bus capacity currently available. In other words, the pilot areas are the most difficult and expensive to provide because of the complex and busy nature of school travel in these towns. On the other hand, if the scheme is successful in these areas, this would offer considerable re-assurance about the feasibility of a countywide roll out.

3.6 Discussion with bus operators has taken place on the introduction date for the pilot free travel schemes. Both Arriva and Stagecoach are concerned that a start in September 2007 will prove difficult due to the very busy nature of this month. It is therefore proposed to commence the pilot schemes after the summer half-term 2007. This is the quietest time for school travel and will provide a good test of the use of off-peak travel for cultural activities during the summer holidays.

3.7 A budget of £1.5 million per annum has been allocated for both pilot schemes in 2007/08 which does not reflect the full cost but should be

adequate for this financial year. There is a further £3.5 million available in 2008/09 and a further £3 million in 2009/10 for a countywide roll-out.

4. Risk

4.1 MCL has established that a net £8.3 million will be required at present day prices to offer a countywide free scheme for 11-16 year olds. There is a risk that costs will be in excess of this as take-up and usage are simply that – estimates only.

5. Administration

5.1 It is very important that all administrative arrangements relating to the pilot scheme operation are effective. This includes pass issuing, reimbursement to all bus operators and general monitoring of usage. It is therefore proposed to ask MCL Transport Consultants to assist with the reimbursement to bus operators and Commercial Services to handle the general administration, queries and pass issuing alongside the administration of the existing home to school transport arrangements. Application forms will require a declaration from parents that their daughter/son will use the pass on a regular basis.

6. Recommendation

6.1 It is recommended that Cabinet give approval to:

- i) the introduction of pilot free travel schemes as detailed in appendix 1 for a minimum of two years
- ii) the Director of Environment and Regeneration be given delegated authority, in consultation with the Cabinet Member for Environment, Highways and Waste, to approve detailed elements of the scheme and to enter into any necessary agreements or contracts as appropriate with the transport operators.

Contact:

David Hall: 01622 221982

Background Documents: Canterbury Bus Capacity Study by MCL Consultants

Appendix 1

Pilot Scheme Statement

The pilot scheme includes:-

- All children living in Kent aged 11-16 in secondary school education in years 7 to 11. Year 11 students will not be included between June and September 2007.
- All secondary (including private) schools in the Boroughs of Tunbridge Wells, Canterbury and Tonbridge town.
- The pass is valid on all registered local bus services in Kent. Private bus services of any description are excluded. Rail is excluded.
- Existing entitlement to free school travel arrangements will be unchanged. A pupil meeting the above criteria may purchase a pass giving off peak bus travel for £50 (after 0930 Monday to Friday and all day on Saturday and Sunday).
- Children not currently entitled to free school travel may purchase a pass giving free peak and off-peak for £50.
- All passes will require photo-card identity.
- Passes may be issued at any time during the year but the full charge of £50 will apply at all times.
- Passes will be renewed annually from September 2008.

Free Travel Pilots – Participating Secondary Schools

Canterbury

The Archbishops School
Barton Court Grammar School
Canterbury High School
Chaucer Technology College
The Community College, Whitstable
Herne Bay High School
Montgomery School
Simon Langton Grammar School for Boys
Simon Langton Grammar School for Girls
St Anselm's Catholic School

Independent Schools

The Kings School (12 – 18)
St Edmund's School (13 – 18)
Canterbury Steiner School (Cross phase)
Kent College (Canterbury) (11 – 18)
Junior King's School (8 – 13)
Stafford House College (Cross phase)

Special Schools/Pupil Referral Units

Chartham LR Centre

Grosvenor House – Herne Bay
East Kent Hospital School
Orchard School
St Nicholas' School

Tonbridge

The Hayesbrook School
Hillview School for Girls
Hugh Christie Technology College
The Judd School
Tonbridge Grammar School
Weald of Kent Grammar School for Girls

Independent Schools

Tonbridge School (13 – 18)
Hilden Grange School (3 – 13)

Sackville School (11 – 18)

Special Schools/Pupil Referral Units

Ridge View School

Tunbridge Wells

Angley School – A Sports College
Bennett Memorial Diocesan School
Cranbrook School
Mascalls School
St Gregory's Catholic Comprehensive School
The Skinners' School
Tunbridge Wells Girls' Grammar School
Tunbridge Wells Grammar School for Boys
Tunbridge Wells High School

Independent Schools

Benenden School (11 – 18)
Marlborough House School (3 – 13)
St Ronan's School (3 – 13)
Kent College Pembury (11 – 18)
Beechwood Sacred Heart School (9 – 18)
Holmewood House School (9 – 18)
Rose Hill School (3 – 13)
Yardley Court (3 – 13)
Bethany School (11 – 18)
Dulwich Preparatory School (8 – 13)
Bedgebury School (3 – 18)

Special Schools/Pupil Referral Units

Broomhill Bank School
Oakley School
Charles Street Centre

The Free Travel Proposal - Summary

	Free Travel Proposal
Total in Age Group	87060
Number taking up Pass	32930
“Home to School” Travel:	
Journeys	10352590
Growth	21%
Leisure/Other Travel:	
Journeys	2530089
Growth	53%
All Travel	
Journeys	12882679
Growth	25.8%
Total Net Cost (at 2006/07 prices)	£8,337,538

07/exe/cab/020807/Item 4 – Free Travel for 11-16 Year Olds

PAPER H

MINUTES OF THE HEALTH POLICY BOARD

FRIDAY 26 JANUARY 2007

PRESENT:	D Hughes (Chair)	Tonbridge & Malling Borough Council
	P Beddoes	Tonbridge & Malling Borough Council
	M Bigden	Sevenoaks District Council
	J Bumstead	WK Social Services
	T Gasson	Maidstone Borough Council
	P Hasler	Kent and Medway NHS and Social Care Trust
	D O'Neill	West Kent PCT
	M Peachey	West Kent PCT
	M Raymond	Tonbridge & Malling Borough Council
	C Shaw	VAWK
	M Varshney	West Kent PCT
	S Wheeler	Tunbridge Wells Borough Council

APOLOGIES: B O'Connor (West Kent PCT)
F Sims (Maidstone and Tunbridge Wells NHS Trust)
J Wainwright (KCC)

1. MINUTES OF MEETING HELD ON 3 NOVEMBER 2006

ACTION BY

(i) *Presentation on the Government White Paper*

A copy of the presentation had been circulated with the minutes.

(ii) *Healthy Living Initiatives in Tonbridge and Malling*

A copy of the presentation had been circulated with the minutes.

2. CHAIRMANSHIP OF PANEL/DISTRICT PARTNERSHIP WORKING STRATEGY

D Hughes explained that as the West Kent PCT boundaries had now changed to cover a greater area the Board should consider inviting members of Dartford and Gravesham Borough Council's to join and therefore reflect the boundaries of the PCT. The Board were able to discuss this suggestion and they were also able to discuss the possibility of involving Members.

The Board concluded that D Hughes should contact Dartford and Gravesham Borough Council's to ascertain whether they would be interested in joining the Board. If appropriate members of the Voluntary Sector for that area would also be invited to join the Board. M Raymond, in liaison with D O'Neil would produce proposals to consider how a larger Board would function. This would be circulated in advance of the next meeting. D Hughes would continue to chair the meetings for the present time, but this item would be discussed further at the next meeting. The Board agreed that although Members did need to be involved at an earlier stage with discussions involving health issues, they felt that the Board was not the appropriate forum. They felt that separate events inviting Members would be a more effective way of disseminating messages.

D Hughes to contact Dartford and Gravesham Borough Council's and invite them to join the Board. M Raymond and D O'Neil to produce proposals on the working of the Board for the next meeting.

3. EDENBRIDGE HEALTH NEEDS ASSESSMENT – EVALUATION

M Bigden advised that an evaluation of the Edenbridge Health Needs Assessment had been undertaken. She explained that over 23 health projects and initiatives had been successfully delivered in Edenbridge and that 22% of Edenbridge residents had participated. Significant health improvements had been recorded including weight loss, healthy eating, increased physical activity and increased social interaction. The evaluation report had recommended that funding should continue and M Bigden was hopeful that further funding would be allocated in the forthcoming year. A full copy of the evaluation report was available on the Sevenoaks District Council website.

4. CHOOSING HEALTH PAPER

M Varshney circulated a paper giving an update on the Choosing Health funding. She explained that as the PCT had been placed in 'Turnaround' the funding for the Choosing Health projects was not currently available. However, she stated that projects were still continuing and that the Choosing Health Delivery Plan formed the basis of a review of how the PCT would develop an effective approach to delivering on the Choosing Health targets.

The report was able to give examples of the current work ongoing between the PCT, Local Authorities and the Voluntary Sector. M Varshney advised that some evaluation of these projects was being undertaken. Those projects which had been identified as lacking evaluation would be targeted and evaluation methods considered.

P Beddoes updated the Board on the smoking ban due to come into effect nationally on 1 July 2007. He explained that the PCT and Local Authorities were working together to run smoking cessation classes. P Beddoes further advised that leaflets would be produced on a national and local basis to inform residents of the changes. Some funding would be available to each Local Authority, although at present the amount was not known.

P Hasler advised that out of 43 inpatient areas in acute hospital sites all but 5 were now smoke free. This had been undertaken through consultation with the patients. Well being nurses had been trained to offer health promotion and lifestyle advice.

5. UPDATE ON PCT STRUCTURE AND ARRANGEMENTS

M Peachey updated that Board on the new PCT structures. She advised that in relation to Public Health two Assistant Director posts had been established. One of these posts would cover the West Kent PCT area and the other the Eastern and Coastal PCT area. Below the Assistant Director level there would be a team of public health specialists with a team leader and specialist health workers.

The Board felt that the new structures could mean that there were less public health specialists per population. M Peachey advised that she would be arguing for further resources for public health, but at present the whole of Kent was the same due to the financial constraints.

M Peachey stated that appointment panels for Locality Manager posts would be held on 2 and 5 March. She wondered whether any Local Authority

representatives would want to sit on these panels. D Hughes advised that this suggestion would be considered out of the meeting.

**Local
Authorities to
consider**

6. UPDATE ON FIT FOR THE FUTURE AND COMMUNITY HOSPITAL REVIEW

D O'Neil advised that the first phase of the Fit for the Future review had taken place before Christmas. The projections which had arisen had been short term and work was continuing on longer term projections. Consultation would shortly be undertaken and this would lead to strategic planning.

D O'Neil also reported that new Director of Strategy would be working to pull together the Community Hospital Review and the Fit for the Future review. It was hoped that the Director of Strategy would provide a more concrete structure to take the review forward.

7. DATE OF NEXT MEETING

It was agreed that the next meeting would be held on Friday 27 April at 2pm at Tonbridge & Malling Borough Council offices, Kings Hill.