

**West Kent Partnership  
Notes of the meeting 28 April 2006  
Kings Hill Conference Centre**

**Present:**

Keith Austin; David Aikman; Nick Chard; Penny Chatfield; David Coleman; Michael Cooke; Bill Fearon; Robin Hales; Roger House; Melvyn Howell; David Hughes; James Lewis, Niki Luscombe; Brendan O'Connor; Tom Phillips; Maureen Pullen; Mark Raymond; Mark Salisbury; Caroline Shaw; Sheila Wheeler; Simon Wilshaw; Wendy Wilton; Wendy Wood; Mark Worrall; Mandy Wynne

**Guests:**

Steve Arnett; Tony Bartlett; Estelle Grant; Stephanie Holt; Derek McKenzie

**Apologies:**

Merle Bigden; Peter Fleming; Tony Fullwood; Kate Greenaway; Alan McKendrick; Declan O'Neill; Tim Read; Rosie Serpis; Barbara Thorndick

**Chairman's Opening Remarks**

The Chairman welcomed new representatives to the partnership - Niki Luscombe, Public Service Board Liaison Manager, attending in place of Steve Leidecker of KCC; Estelle Grant, Community Planner, TWBC, attending in place of Tony Fullwood; James Lewis, Senior Transport Planner at KCC, and Chief Superintendent Mark Salisbury, Area Commander for West Kent.

Guest presenters and other attendees were also welcomed – Stephanie Holt, Kent 2012 Manager; Steve Arnett, Economic Development Policy Manager at KCC; Tony Bartlett, Enterprise Development Manager, Business Link Kent and Derek McKenzie, Head of Policy and Environment at SDC.

The meeting was informed that the morning would be presentation-heavy. This was unavoidable as all were timely and relevant but care would be taken to avoid too many presentations at future meetings. The Chairman thanked partners for taking the time to read the bulky agenda papers which again, had been unavoidable due to the need to circulate consultation papers.

The meeting would have less emphasis on the work of the sub groups due to the consequent pressure of time but also reflecting a period of change. A revised focus for the sub groups is emerging in the revised AIF.

**1. Minutes/Matters Arising**

The minutes of the meeting held on 20 January were agreed as an accurate record.

There were 3 issues arising from the last minutes:

**Funding**

Wendy Wood confirmed that funders have been invoiced for the contribution for 2006/7 and that the co-ordinator post has been extended to end of March 2007.

### Priority Communities

A short additional paper was circulated and attached here. This dealt with one emerging project identified by the priority communities work – the need for specific provision to be made for young people with Tier 2 emotional/behavioural problems. KCC is developing a project called the Ssky project (support service for kids and young people). Phase one of the project envisages setting up a team of support workers at Longmead school to cover most (but not all) of West Kent. A shortfall in funding to the tune of £60,000 has been identified and a number of funding avenues are being pursued. The WKP was invited to make a contribution in support of the initiative. The project appraisal group had given some preliminary consideration to this and felt it corresponded well with a number of partnership objectives. Subject to some further work being given to needs, the project appeared worthy of support and the appraisal group recommended that the WKP agree to fund up to £10,000.

Tom Phillips commented that this was a major project requiring a great deal of inter-agency working but has many seedcorn opportunities and that KCC supported the appraisal group's recommendation

Brendan O'Connor commented that this initiative meets one of the high priority needs of the PCT and is in line with their strategic objectives.

Mark Salisbury added that there was an opportunity to lobby the Kent Criminal Justice Board for funding as it is targeting young people who may be likely to come into the youth justice system without such intervention.

**To expedite matters, the WKP agreed to allocate up to £10,000 from its funds to support the project subject to further evaluation and a commitment to funding from other organisations. It was agreed that this can be facilitated with the Chairman's approval before the next full WKP meeting as timing is quite crucial.**

Appraisal  
group

### Consultation Responses

Wendy Wood confirmed that the West Kent response to both the RES and LSP consultation was at individual partner organisation level.

All other issues on the minutes are picked up under the Agenda.

## 2. Presentation by Stephanie Holt, KCC 2012 Manager

Stephanie gave an excellent and informative presentation, the powerpoint slides for which are attached to the minutes. The presentation was preceded by a short video clip used as part of the bid for London 2012. This focused on opportunities for young people. The presentation highlighted the opportunities for West Kent to consider how it can best grasp some of the many and varied opportunities from the olympic and paralympic games.

Kent is working with the volleyball association regarding hosting the sitting volleyball events and are proposing possible West Kent training camps for cricket and outdoor cycling. Hosting training camps offers not just the obvious benefits in terms of accommodation and catering but there will also

be a requirement for language and medical specialists and opportunities for community engagement with the teams.

Most contracts will not be available until 2008 and in preparation for tendering West Kent businesses should be looking at the environmental quality of their businesses, use of e-procurement, and marketing in different languages. As well as building and supply sectors, there are opportunities for the creative industries of which West Kent has many.

With its proximity to London there are big opportunities to attract inward investment to West Kent both prior to the games and as part of the legacy of the games. Stephanie pointed to the example of Barcelona where 18 US companies relocated after they hosted the games. Kent 2012 is working closely with Locate in Kent.

There are opportunities for tourism of course, and for volunteering. For both of these sectors, the emphasis is not just the 6 week period of the games but in the lead up to and as a legacy of the event as well.

Kent's preparations for London 2012 are well in advance of other counties in the south east region with sectoral task groups already in place. Stephanie suggested that West Kent should study the scope of the 9 task groups and establish direct links where appropriate. A strategy for Kent 2012 will be produced by the end of the year. The website is [www.kent2012.org](http://www.kent2012.org) and the first of regular newsletters will be sent out in May. Interested parties were asked to register their details with Kent 2012. Kelly Holmes is the patron of Kent 2012 and will inspire young athletes. A business lead is sought to inspire the business sector and suggestions would be welcomed.

There was some discussion about the role of the health sector in the task groups and Stephanie confirmed that currently the sport task group was carrying responsibility for health and that the Strategic Health Authority had decided, given its re-organisation, to wait until after publication of the strategy before becoming involved directly in the task groups.

There was some discussion surrounding the importance of planning early for a legacy of inward investment. Athens was not considered as successful a games as Sydney because Athens did not plan in that way. A key focus for a modern olympic games is the legacy of the games and this was capitalised on by both Barcelona and Sydney.

**The meeting was asked to note that the West Kent AIF (see item 5 below) proposes that a West Kent task group be established to identify West Kent opportunities. The Chairman asked Wendy Wood to establish which partner organisations wish to be involved and start setting this up.**

Wendy  
Wood

### 3. Co-ordinator's Report

#### Financial Report

The figures provide an overview from financial year 2003/4 onwards and show that for 2004/5 and 2005/6 the income/expenditure closely matched. The sum carried forward was largely from the first year before the co-

ordinator was in post and projects coming on line for funding. This situation has resulted in potential project funding of almost £66,000 for this year

### Conference

Wendy Wood thanked partners for holding both 16 and 29 June as potential conference dates. However, there had been a difficulty in securing high level speakers as there was a restriction to just one date for Paul Carter in June and July. It was suggested that the conference move to early autumn - late September/early October and **Wendy asked partners to advise her of dates to be avoided.**

All

It was agreed after the last conference that the focus of the conference will be to engage with the business sector. BLK are partnering certain aspects of the conference such as sending out invitations etc and it is anticipated that the Chambers and FSB will also be partners. The importance of the WKP conference offering something additional to business not covered by partner organisations was stressed and it was suggested that the attraction for the business sector would be not only the speakers and topics we secure but the opportunity to network with WKP partners, a large proportion of whom are public sector. **WKP Partners will each be asked to bring personal guests from the business sector**

All

The overall theme of the conference will therefore be on accessing information on how to do business with and secure support from, the public sector. Topics to be covered include the impact of 2012 and growth areas in Kent, opportunities to secure support from the public sector and access to public sector procurement.

Invitations will be sent out at least 2 months ahead of the event and an update report brought to the July meeting. **Wendy asked for volunteers to work with her on a conference task group.**

All

The meeting received suggestions from partners to include sessions on crime issues, corporate social responsibility in a local context and voluntary sector participation links to the private sector.

**Post meeting – the conference date is provisionally advised as the morning of 27 September.**

All to note

#### 4. Kent Prospects

A presentation (powerpoint attached) was received from Steve Arnett of KCC relating to the county economic strategy which is out for consultation.

Questions were taken after item 5 as the two presentations are linked.

#### 5. West Kent AIF

Tony Bartlett, Enterprise Development Manager, Business Link Kent has been chairing the AIF progression group and introduced a short presentation. (powerpoint attached). The Chairman thanked Tony for the useful input into this important aspect of the WKP's work.

The AIF sets a context for future joint working. All existing sub groups will continue and there are proposals for additional task groups to be set up to look at specific issues.

The Chairman commented that an up to date AIF is crucial in attracting grant funding from SEEDA. The document also provides a basis for the WKP to bid for funding on a project by project basis. The chairman asked the meeting to endorse the document to go forward for partner consultation. **The Chairman suggested that in the interests of getting on with the implementation of the action plan, any changes emerging could be delegated to him as Chairman (via Wendy) to agree. This would obviate the need for the AIF to come back to the partnership again. This was agreed.**

All

Melvyn Howell expressed several areas of concern regarding synchronicity between the two strategies and was concerned that the profile of West Kent and its issues were not sufficiently highlighted in Kent Prospects and that it should be recognised as the economic powerhouse of Kent. David Coleman also commented that Kent Prospects should pick up on the signposting in the AIF to the profile and marketing of West Kent. **Steve Arnett will examine the differences in perception of WK between the two documents.**

Steve Arnett

Tony Bartlett responded that West Kent does have a strong economy but not in terms of GVA and knowledge based sector compared to the rest of the South East. It is difficult for West Kent to lead in these areas for Kent and it must take itself forward to make it ripe for inward investment and business growth. The AIF identifies the need for a 'can do' culture so that West Kent is, and is perceived as, the powerhouse of Kent.

David Hughes highlighted the difficulties faced by the local authorities in respect of planning appeals. The government imperative is housing whereas for the benefit of our local economy we are trying to preserve employment land. He pointed to a recent appeal where the inspector allowed planning for 300 houses on employment land in the TMBC area.

There was also discussion around the threat to the West Kent economy of the growth areas of Kent, and opportunities to improve work/life balance by encouraging flexible home working for local employees.

**Partners were asked to send through comments on Kent Prospects to Wendy and to copy her in on their own organisations' responses so that she can pull together a West Kent response to this consultation.**

All/  
Wendy

**6. Community Plan updates**

**Tonbridge & Malling**

The first draft of the new community plan had been the subject of targeted consultation and the version circulated was the final version for endorsement by the West Kent Partnership. **This was agreed.**

Mark Raymond

**Tunbridge Wells**

The community plan has been under review since the formation of the community plan partnership. A new draft community plan including an action plan will come out in mid-may for a 6 week consultation. Early consultation

has already taken place with key partners. **WKP partners will be included in the consultation.**

Estelle  
Grant

### **Sevenoaks District**

Year end monitoring is coming to a close. **A draft annual report will be taken to the community plan partnership on 8<sup>th</sup> May and will be circulated to WKP partners after that.**

Merle  
Bigden

## **7. Sub Group Updates**

The Chairman advised that a new format had been adopted from this meeting forward whereby papers are tabled with the Agenda and Chairs are available to answer queries but there was now no need for them to present/paraphrase papers.

### **Business**

Roger House emphasised the importance of better business engagement and the need to focus on enterprise for this group. He pointed to the examples of Canterbury for Business and Swale Forward where strong support from politicians to the work with private sector representatives on these partnerships has been a vital component. Roger also highlighted opportunities to promote enterprise in schools and to follow up with SEEDA on suggestions that they may be open to discussions surrounding a virtual enterprise hub.

### **Learning and Skills**

Wendy Wilton circulated the update paper which is also attached to these Minutes. She updated the partnership on the changes in approach to education and skills. The LSC is reforming and becoming more regional but promising closer partnership working with organisations such as the West Kent Planning and Review Forum. There are ESF financing opportunities to be explored.

West Kent College did extremely well in the recent OFSTED inspection achieving the highest grades in the county.

The West Kent Learning Federation is planning for the introduction of the first 5 of 14 new diplomas. These offer a real choice for every single child with learning structured for the benefit of the individual and not the school.

The Chair congratulated Bill Fearon on the outstanding results for West Kent College.

### **Housing**

No paper or representation from housing sub group was received as the group are focusing energies on their next meeting in late May. This will consider how housing issues that need a sub-regional perspective are being progressed..

## Transport

James Lewis explained that this group is in a transitional stage. Having been involved in the sub group for some time KCC recognised that it is a valuable forum and Tim Read has offered to take on the Chair in the light of the restructuring at Tunbridge Wells. Tim and James will alternate attendance at partnership meetings.

We are entering an period of a new transport plan which sets out a County transport vision for Kent including local improvements and strategic issues. The sub group will facilitate effective communication between West Kent communities and the County of these issues and linkages to other issues such as environment and accessibility.

The group can additionally maximise opportunities to identify lobbying issues both in respect of highways and the rail network.

**James suggested that this was a good juncture to refresh who attends the sub group meetings and asked the partner organisations, particularly the districts, to nominate suitable representatives to Wendy to pass on.**

all

## Health

The health policy board is taking forward the health agenda through multi-agency working. Progress is a little constrained at present due to the impending health restructuring. However, the sub groups working outside of the policy board are taking forward specific issues. This links to the revised AIF.

Brendan O'Connor circulated a paper and gave a brief update on the Joint Public Health Annual Report. The paper and powerpoint are attached to the Minutes. He highlighted key issues for West Kent which included tobacco control and smoking; obesity and physical activity; sexual health; alcohol; mental health, particularly the issues of young adult suicide and generating an awareness in the wider population of mental health and children and older people who represent a high proportion of the population between them.

## 8. Any Other Business

The Chairman recorded congratulations on behalf of the Partnership to Kent Police in successfully persuading the Home Office that they are the best unit to serve the Kent community.

**9. Dates of Next Meetings**

Friday meetings are causing some difficulty for certain partners. The meeting agreed that from 2007 dates would move to a Thursday. All meetings start at 10am.

Friday 14 July, 2006, Kings Hill Conference Centre

Wednesday 27 September, from 9am until lunch – conference (provisional)

Friday 20 October, 2006, Kings Hill Conference Centre

Thursday 18 January, 2007

Thursday 27 April, 2007

Thursday 19 July, 2007

Thursday 18 October, 2007

To: West Kent Partnership

From: Karen Coffey

Date: 26/04/06

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## Re: Summary of full bid for Ssky Team

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### 1. Project Brief

- 1.1 Ssky (Support Service for Kids and Young People) is a new team, which aims 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 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 Team will be time limited (1-8 sessions) and will be done on an outreach basis in schools and in family homes. The team base will be on a primary school site in Tonbridge.
- 1.3 The service will take referrals from a wide range of agencies but will be linked to school Clusters where children and young people will be identified for this service through the cluster based review process.
- 1.4 The five social work assistants are the first component of this service and are now in post. Their role will be to provide emotional nurture/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 will be undertaken on either an individual or group basis.
- 1.5 Funding for this service has been provided by South West Kent PCT, School Clusters and Children's Consortia in the Ton & Malling, T 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".
- 1.6 **The project is at phase 1** with the appointment of the 5 Ssky project workers, part time service manager, the Time-2-Talk counselling provision, part time Social Worker for children with Disabilities also committed is the professional supervision from CAMHs Tier 3. Phase 1 also includes developing a base for the team at Long Mead Community Primary School. Partial funding as been committed to this refurbishment.
- 1.7 At present health are providing a temporary base at Baltic Road Clinic, Tonbridge for the existing team Ssky project workers.

## 2. Future developments

- 2.1 Phase 2 will include the development and accessing funding for the PWHW and other key professions for the model. We are awaiting to hear the position of the PCTs financial recovery plan
- 2.2 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.
- 2.3 Sevenoaks Consortia have funded Time-To-Talk to deliver counselling services in the area and also have funded a social work assistant post to be attached to the Swanley cluster. Negotiations are being held with DGSPCT to provide funding for a 0.5 PMHW and some clinical psychosis time to enhance the model.
- 2.4 Evaluations and monitoring will be ongoing, so that the impact can be measured, thus providing evidence to ensure sustainability beyond 2008.

## 3. Development gap analysis for Phase 1

- 3.1 At present the gaps for phase 1 that have been identified are:

• Administration support-*	£19.288 WTE
• Revenue Cost- Utility bills, Expenses, Training IT support, Postage, recruitment and resources.	£21.500
• Capital**	£10.000
• Counselling***	£10.000

***These are the areas we would like the partnership to consider for funding***

- 3.2 \* Administrative support is crucial to the effectiveness of the model and is our major gap for phase 1. The administrator will need to co-ordinate the referral process and keep accurate records along with general office duties.
- 3.3 \*\*Funding required to enhance the funding given by the cluster - there will be a 10k short fall
- 3.4 \*\*\*The Three consortia's have contributed 7k each to provide counselling but there is a need to provide more support.

## 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 18 months.
- 4.2 The Ssky project 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 service funding along with a contribution from Maidstone and Weald PCT. Unfortunately due to the financial recovery plan the PCTs are under, it is likely we would have to renegotiate the agreed funding.
- 4.3 There are still other areas that have been identified that are without funding - highlighted in section 3.1 'development gap analysis'. We would therefore like to submit this funding bid for part or all of these identified needs to the West Kent Partnership for their careful consideration for funding and support. This will enable the Ssky project to deliver this high priority service delivery model.

## **West Kent Partnership Update 25th April 2006**

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

The West Kent Skills Forum (19+) was due to meet in March but the timing proved difficult due to a range of factors outside our control including an Ofsted Inspection at West Kent College and the meeting has been postponed until next month.

The West Kent Review and Planning Forum met on the 23<sup>rd</sup> of February. The main business of the meeting was a discussion around the implementation of the new 14-19 Entitlement for all young people which results from last year's 14-19 Education and Skills white paper.

#### **14-19 Education and Skills**

On 23 February 2005, the Department for Education and Skills published the 14-19 Education and Skills White Paper.

The Working Group on 14-19 Reform, chaired by Sir Mike Tomlinson, published its final report last October. The White Paper responds to the challenge issued in the report - how to fulfil the needs and aspirations of every young person.

The White Paper sets out proposals, which build on the strengths of the existing education system, designed to:

#### **Ensure that every young person masters functional English and maths before they leave education**

The reforms place renewed emphasis on the basics throughout the secondary phase, putting achievement in English and maths at the heart of new general (GCSE) Diplomas and specialised Diplomas.

#### **Improve vocational education**

The proposals introduce new specialised lines of learning leading to Diplomas in 14 broad sector areas. Employers, through Sector Skills Councils, will lead in their design and higher education institutions will also have an important role to play.

The specialised Diplomas will replace the current system of around 3,500 separate qualifications and will provide an alternative gateway to higher education and skilled employment.

#### **Stretch all young people and help universities to differentiate between the best candidates**

The reforms will free up the curriculum at Key Stages 3 and 4 to give time for stretch. Where students are able to take qualifications early they should do, and schools and colleges will get recognition for supporting them.

At advanced level, stretch will be secured by the introduction, after piloting, of more demanding, optional questions at A level and an extended project, and the availability of HE modules. Universities will get information about candidates' unit grades.

### Re-motivate disengaged learners

The proposals will ensure that these students have extra support to master the basics, have more choice over where to learn, and can benefit from a new programme for 14-16 year olds, based on Entry to Employment. A new level 1 Diploma will provide progression.

### Ensure delivery

The White Paper sets out a national entitlement of a full range of GCSEs, A levels and 14 specialised Diplomas. In each area of the country a prospectus will set out the courses available locally.

### The DfES has legislated that every young person will study

- National Curriculum Core Subjects: English, Maths and Science
- National Curriculum Foundation Subjects: ICT, PE and Citizenship
- Work-related learning and enterprise
- Religious education
- Health and Careers education

### Young people are also entitled to choose:

One specialised diploma from a choice of: engineering, health and social care, ICT, creative and media, construction and the built environment, land based and the environment, manufacturing, hair and beauty, business administration and finance, hospitality and catering, public services, sport and leisure, retail, travel and tourism.

### Or

At least one course in each of the following areas: the arts, design and technology, the humanities, modern foreign languages. Young people are entitled to choose a course in all four areas if they wish to.

### What this means in West Kent

- Schools Colleges and training providers will work in partnership
- A prospectus will be published In every area with the full range of local opportunities
- LAs and LSCs will commission provision to fill the gaps

Already the 14-19 Review and Planning Forum has in place an Action Plan to meet this challenge. Progress achieved so far is shown on the accompanying document.

