

**Minutes of the Sevenoaks District Local Strategic Partnership
held at Sevenoaks District Council Offices, Monday 1st September 2008**

Sevenoaks District Local Strategic Partnership

making it happen

- together



Present:

Robin Hales (Chairman)	RH	Sevenoaks District Council
Merle Bigden	MB	Sevenoaks District
Lesley Bowles	LB	Sevenoaks District Council
Cathy Caine	CC	KCC, Adult Social Services (in place of Des Long)
Gerald Clements	GC	West Kent NHS (for item 8)
Tony Cornfield	TC	Churches Together, Sevenoaks
Wayne Gough	WG	KCC (in place of Angela Slaven)
Chris Lay	CL	KCC, CFE
Sally Linin	SL	Kent County Council, Libraries
Andy Merriman	AM	Kent Fire & Rescue Service
Dr Brendan O'Connor	Dr O'Connor	West Kent NHS
Inspector Adrian Payne	AP	West Kent Police
Kevin Pollard	KP	Business Link Kent
Theresa Seal	TS	Kent Youth Service
Paul Shallcross	PS	KCC, CFE
Barbara Thorndick	BT	West Kent Housing
Alan Whiting	AW	Sevenoaks District Council
Mark Whyman	MW	Sencio Community Leisure
Will Campbell-Wroe	WCR	West Kent Extra
Gilian Macinnes	GM	Sevenoaks District Council (for item 9)

1	<u>Apologies for Absence</u>	
	Kristen Paterson	KP Sevenoaks District Council
	Mark Gorringe	MG Connexions Kent and Medway
	Nick Johannsen	NJ Kent Downs AONB
	Angela Slaven	AS KCC
	Bill Anderson	BA KCC
	Tom Phillips	TP KCC
	Carol Infanti	CI KCC, Adult Social Services
	Ian Coupland	IC KCC, Adult Social Services
	Des Long	DL KCC, Adult Social Services
	Mandy Wynne	MWynne Voluntary Action West Kent
	Chief.Supt. Mark Salisbury	MS West Kent Police

<p>2</p>	<p>Notes of Sevenoaks District LSP meeting held on 22nd May 2008</p> <p>AW said that dates for future quarterly meetings for 2009/10 and the proposed date for the next LSP away day will be circulated to partners. All partners were asked to notify AW of any major clashes with meetings. AW confirmed that he had already checked with West Kent Housing to ensure that the proposed LSP meeting date in May 2009 did not clash with the West Kent Housing AGM.</p> <p>AW informed partners that he had followed up missing information from Adult Education with Tom Phillips. Alain Lewis is the local manager for Adult Education in Sevenoaks. However, Alain is not able to provide information for the LSP. Alain has undertaken to liaise with Adult Education Management to determine who will be able to provide this information.</p> <p>AW also informed partners that Malcolm Appleby had been invited to attend LSP meetings as the Partnership Officer, Development and Transportation for KCC Highways. AW had discussed missing Highways information with Malcolm who had undertaken to coordinate KCC Highways replies to monitoring in the future.</p> <p>AW said that, following his presentation on the secure website at the last partnership meeting, the website would shortly be ready to go live. Once this has happened, all partners will receive a user name and password.</p>	<p>AW</p>
<p>3</p>	<p>Successes (all)</p> <ul style="list-style-type: none"> • TS – www.togogo.info – new website launched by KCC which enables young people to search on things to do in Kent, as well as access information about volunteering, support and advice. This website contributes to NI110 and it was agreed that a link should be placed to it on the new LSP website area. • MW – www.get-active.org.uk will be going live by the end of next month. MW also reported that following a successful funding application, Sencio are now recruiting for a Disability Officer. • BT – West Kent Housing has recently had a series of visits including Colin Byrne from GOSE and Peter Marsh, Chief Executive of the Tenant Services Authority. BT also introduced Will Campbell-Wroe, the new Managing Director of West Kent Extra. • SL – Sevenoaks is now the highest issuing library in the county. • TC – Reported on a successful family fun day held at Chipstead common on 2nd August. • AP highlighted that the Suzy Lamplugh Trust has published its list of the 10 safest and 10 most dangerous places to live in England and Wales. West Kent has been listed as the 3rd safest place to live. • Dr O'Connor – said that the Choosing Health funds had now been allocated across the West Kent area. • MW – reported that free swims were offered as part of the Olympic Handover at Sevenoaks, Edenbridge and Swanley on 24th August. 699 swims were taken up. AW also reported that young people in Swanley were offered the opportunity to swim for just one pound over the summer as part of an initiative designed to help the under-16s get fit in a fun and exciting way. The scheme, operated at White Oak Leisure Centre until August 29 and met its target in the 3rd week of August. It has been funded by the West Kent Primary Care Trust and was delivered in a partnership with Sevenoaks District Council. • MB – reported that partnership working with West Kent NHS has been very successful, and that West Kent NHS Choosing Health funding has enabled Sevenoaks District Council to roll out new healthy lifestyles projects across the 	<p>AW</p>

	<p>District. MB also reported that the monitoring for the Young People's Action Plan had now been completed. Monitoring results showed that attendances at youth groups and services monitored by partners had increased from 330,000 to 428,000. 100% of actions in the action plan were on target. The consultation with young people in the District for the new Young People's Action Plan has also been very successful with over 3000 young people giving their views.</p>	
4	<p>Year 2 – Qtr 1 monitoring for the period April – June 2008 - all partners</p> <ul style="list-style-type: none"> • AW summarised the Quarter 1 results as follows: <ul style="list-style-type: none"> ○ 88% Green ○ 5% Amber ○ 0 Red ○ 7% Missing <p>Amber and missing targets were discussed. It was noted that Alain Lewis, the local Sevenoaks Manager for Adult Education had been approached for missing information for target 14.1b “Encourage progression of Adult Education students to Further Education”.</p> <p>It was noted that KCC Highways had been unable to provide monitoring information for quarter 1. WG was asked to note the missing information and that Malcolm Appleby had been invited to attend the LSP to represent KCC Highways.</p> <p>It was noted that West Kent NHS had requested target 7.3a to be changed from “Four Expert Patient Programmes to be delivered over the next 3 years”, to “Support 48 people living with long-term illness to gain increased skills and knowledge to manage their condition better and live more confidently”. This new action was considered to be a better way to deliver the agreed target. This was agreed by LSP Partners.</p>	WG
5	<p>Actions Relating to Involving People (KA2 Theme) in the Community Plan – the following targets were discussed</p> <ul style="list-style-type: none"> • Action 1.1c – target “Involve the community in neighbourhood policing and neighbourhood management and use the National Intelligence Model to provide better information about neighbourhoods and their needs.” (Lead Agency Sevenoaks District Community Safety Partnership). <ul style="list-style-type: none"> • AP updated the group on PACT. The first 1 or two PACT meetings are run by the Community Safety Partnership with a view to encouraging members of the community to chair future PACT meetings. Less support is required as the community begins to manage its own meetings as a PACT Panel. • It was noted that the main issues coming out of PACT consultations are about speeding and young people. There is still a perception that there is a lack of things to do for young people. There is also a need to deal with intergenerational issues. • AP noted that the Police wanted to encourage members of the public to come forward who wouldn't normally do so. Meetings are normally advertised in the local community. SL offered to get the Library Service involved in helping to promote the PACT process. • TS said that some PACT's had involved young people at Dunton Green and Sundridge. LB said that this had worked best where a youth worker had been able to work with young people to put together a presentation. • The Kemsing PACT consultation is being carried out by survey. 	SL

Separate surveys have been sent to Adults and to Children and Young People. So far a good return rate has been reported.

- Target 1.5a “Task groups in place in Swanley, New Ash Green, Edenbridge and in appropriate temporary priority neighbourhoods. Task groups in place tackling anti-social behaviour, substance misuse, domestic abuse and the night time economy”. (Lead Agency Sevenoaks District Community Safety Partnership). It was noted that since the plan was written and the implementation of Neighbourhood Policing, Task Groups have become PACT Panels.
- Target 1.5b “The number of businesses involved in schemes (safer shopping) to be increased by 5% per year.” (Lead Agency Safer Shopping Partnerships). It was noted that Chief Superintendent Mark Salisbury has set up a West Kent Business Crime Reduction Partnership. MW expressed a desire to get involved in the partnership.
- Target 4.2a “The number of projects or initiatives where young people are actively participating in project planning, delivery and evaluation to be increased” (Lead Agency SDC Community Development)
 - It was noted that as part of the work to produce a new Young People’s Action Plan, more than 3000 young people had taken part in consultations.
 - SL informed partners that the Library Service was in the process of setting up young people’s meeting groups and were currently in discussions with Kent Youth Service.
 - TS said that Kent Youth Service ran several youth forums around the District including forums in Edenbridge, Hartley and Swanley.
 - TS also noted that the Kent Youth County Council elections were taking part in November 2008.
 - PS reported that he took a group of young people to the Houses of Parliament recently.
 - All partners agreed that partners should consider how we can more effectively use each others groups.
- Target 4.3a “The number of young people taking up volunteer tasters and the number of young people recruited to volunteer placements to be increased”. (Lead Agency VSU) It was felt that whilst VSU data was being captured, it was also important to capture the work other partners are contributing to this target.
- Target 4.3b “Annual Community Sport Leader Award and Junior Sport Leader Award courses to be set up.” (Lead by Sencio Community Leisure).
 - MW highlighted that the work captured under this target would assist in the delivery of 4.3a.
 - In the move to 2012, the informal side of leisure needs volunteering. The National Skills Academy for Sport and Active Leisure led by employers in sport and leisure is looking at training volunteers. There is a need to manage the youth of today into the volunteers of tomorrow. One of the barriers to volunteering for 2012 is that you can’t volunteer unless you volunteer already.
 - The ‘Kent eVent Team’ is a partnership between Kent County Council and the voluntary sector in Kent, aimed at recruiting volunteers for sport, leisure and cultural events across the county, including the

MW

build up to the 2012 Games. The project was developed in response to a need for a co-ordinated county wide approach to recruiting volunteers to take part on a flexible, one off basis at a variety of events, and likewise no network of helpers for event organisers to call upon, meaning volunteer recruitment for events can be very difficult, particularly at short notice. It is hoped having a mechanism for recruiting volunteers for one off activities and events will put Kent in an excellent position in 2012.

- MW suggested setting up a meeting to discuss how the LSP can bring success to volunteering targets involving sport. Interested partners should contact Mark at mark.whyman@sencio.org.uk.

MW

- Target 6.2 “The number of new members registered with Volunteer Centre to be increased”. (Lead Agency Sevenoaks District Council) It was noted that both the Swanley Volunteer Centre and the Sevenoaks Volunteer Centre (who are now part of Voluntary Action West Kent) had both projected increases of 10% over the next two years.
- Target 7.1 “The number of neighbourhood bodies and community-led projects to be increased” (Lead agency Sevenoaks District Council) LB noted that Geanette Allen from West Kent Housing had been working with Sevenoaks District Council in order to identify further locations for the roll out of the Swanley Neighbourhood Project.
- Target 7.3a “Support 48 people living with long-term illness to gain increased skills and knowledge to manage their condition better and live more confidently.” (Lead Agency West Kent NHS) Dr O’Connor noted the links between this target and targets 5.2b and 5.2d in the plan under the aim “Provide the right support at the right time”.
- Target 7.3b “Systems in place to enable Social Services clients to access appropriate work opportunities” (Lead Agency West Kent Adult Social Services) CC said that Disability issues should be considered within the context of volunteering opportunities as well as employment opportunities.
- Target 11.1e “Opportunities for exercise promoted through In Shape” MB reported on the progress of the Healthy Lifestyles Project. The consultation for the existing Sustainable Community Action Plan raised concerns about the level of activities involving older people rather than young people. The Healthy Lifestyles project has responded well. MB also noted that Community Development were hoping to use older people groups in the District to work with younger people on tackling intergenerational issues of how older people regard young people. Dr O’Connor noted that West Kent NHS would be contacting schools shortly to make arrangements to weigh and measure every child in reception class (age 4 to 5) and Year 6 (age 10-11), categorising each as normal, overweight.

Target 12.2e “Improved communication with the community to be evidenced in the Patient Forum annual reports”. Dr O’Connor noted that the Health Network was officially launched at the Angel Centre on 26th April. Alison Corden-Dilley is the Head of Stakeholder engagement at West Kent NHS and there are now over 1000 people linked up as part of the network.

<p>6</p> <p>6.1</p>	<p>Kent Agreement 2</p> <p>Consider the draft Sevenoaks District Local Action Plan 2008-2011, Lesley Bowles, Community Development Manager (SDC)</p> <p>LB introduced this item. It was noted that a second draft had been circulated following the first draft sent to partners in August.</p> <p>The Kent Agreement 2 – Sevenoaks District Local Action plan is not a Sevenoaks District Council document and will be owned by the Local Strategic Partnership and bear its logo.</p> <p>LB highlighted that the introduction picked out the key challenges to the District. A key factor in the way this section was written was the desire to ensure the LSP challenges the perception of the District as a affluent area. There was some discussion about paragraph 14 of page 4 of the document relating to education statistics about the district. It was agreed that CL liaise with LB to provide additional wording for this paragraph. All the challenges drawn out in the document need to be dealt with by the Local Strategic Partnership.</p> <p>Under the opportunities section it was agreed that CL would liaise with LB about opportunities relating to Education</p> <p>Dr O'Connor suggested the inclusion within the challenges section of the difference in life expectancy between the highest and lowest wards in the District.</p> <p>BT undertook to provide LB with information on house purchase prices as part of the Challenges</p> <p>It was noted that further information about air quality and congestion would be added to the Challenges</p> <p>All partners were asked to feed back opportunities to LB as appropriate.</p> <p>RH reminded LSP partners that there was very little additional funding attached to this work. MB reminded partners that all national indicators had been negotiated and agreed with GOSE. It was important for all partners to recognise the need to sustain success in this process as funding from the Kent Area Agreement Process was likely to be targeted at underperforming areas. Sustaining success will help to support all outcomes.</p> <p>The document is based on a county template. There are still gaps for Sevenoaks District local targets contributing to the National Indicators. Each section has two types of data, geographical and historical. It also identifies a lead partner. Appendix A is a summary of the current position regarding data, local leads and target setting. LB asked for partners help in agreeing information held in the appendix and deciding whether targets were high, medium or low priority. After some discussion, it was agreed that LB would send a template out to all partners to complete and fill in any gaps. All partners were reminded that if we suggest something is a high priority it needs to be delivered within existing priorities as there is no additional funding as part of the Kent Agreement 2.</p>	<p>CL</p> <p>CL</p> <p>Dr O'Connor</p> <p>BT</p> <p>LB</p> <p>All to note</p>
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6.2	<p>Place Survey Update</p> <p><i>Post meeting note:</i></p> <p>An update on this item was not given at the Partnership meeting due to shortage of time. However, it should be noted that AW sent LSP partners a briefing paper in August together with a copy of the questionnaire. The briefing paper outlined key details about the Place Survey. It highlighted that it had to be issued with the Sevenoaks District LSP brand as it should not align with any one agency. The survey closes on 17th November. Unweighted results should be available at the end of November 2008.</p>	
7	<p>Update on Local Children’s Services Partnership – Paul Shallcross, Local Children’s Services Partnership Manager, Swanley and District.</p> <p>PS updated partners on Local Children’s Services Partnerships for Swanley & District and Sevenoaks South. These partnerships are part of 23 LCSP which are officially coming into effect with effect from 1st September. Their introduction is the result of a preparatory work with has been underway for some time.</p> <p>Local Children's Services Partnerships (LCSPs) are led by a partnership board including representatives from Kent County Council services, schools, social care, district councils, health and the police, as well as other voluntary services and agencies who work with children within a local area. They will play a key role in improving outcomes for local children, young people and families through integrated commissioning and front line delivery.</p> <p>This is part of a national programme of reform to ensure Children's Services are co-operating more effectively to improve the health, safety and learning of all children and young people. Each LCSP will have a Local Children and Young People’s Plan which will focus of partnership activity and shared priorities to meet the needs of young people in the area.</p> <p>PS has been appointed as the LCSP manager of the Swanley LCSP and Karen Coffey has been appointed LCSP manager for Dartford East. Alan Duffy and Bjorn Simpole are leading for Sevenoaks South until a Partnership Manager is confirmed. PS to inform partners when a Partnership Manager for Sevenoaks South is confirmed.</p> <p>LCSP’s will work through and with partnerships already operating in the District, e.g. the Sevenoaks District Community Safety Partnership and PS gave an example of good partnership working in Swanley through the Safer Cluster work. PS also discuss the Harvey Centre (Youth Stop) as an example of partnership working and youth engagement. The centre has a separate entrance for nurses to meet young women who have been identified as being at risk of teenage pregnancy. Other services available at Youth Stop are from Connexions, Youth Offending Service.</p> <p>CL said that that LCSP’s ensured a holistic approach to children and young people. It is about partnerships seeing children as a whole and keeping children and their family safe, healthy and achieving. By pooling resources partners can achieve more together such as in the Harvey Centre.</p> <p>CL also updated partners on the Children’s Centre for the District. Helen Reed has been appointed Children’s Centre Manager for Swanley. Helen is currently based at The Simon Harrison Centre, Furness School, Hextable. KCC are expecting to put in a building for the Children’s Centre behind the Willows in Hilda May Avenue, Swanley are currently dealing with planning issues.</p>	PS

	MW suggested that it would be helpful in partners could have a list of who is doing what is West Kent and the District. AW to approach partners for key contact within their agencies.	AW
8	West Kent NHS – Strategic Services Delivery Plan , Gerald Clements A presentation was given to partners about the West Kent NHS Strategic Services Delivery Plan. A copy of the presentation is attached as Appendix 1	
9	<p>Update on major planning applications – Gilian MacInnes, Head of Development Service (SDC)</p> <p>Swanley Town Centre</p> <p>The Developers met with the Council and indicated that in view of the current economic climate they would not be proceeding with a regeneration scheme, but were proposing to do a refurbishment instead.</p> <p>West Kent Cold Store Site redevelopment</p> <p>Following the appeal by Berkeley Homes a Public Inquiry was held in the Council Chambers commencing on the 23rd April 2008. The Inquiry ran for 4 days and the Council were represented by external consultants. Berkeley Homes put in a full costs claim against the Council, a matter that the Inspector will consider alongside the details of the appeal proposal.</p> <p>During the Public Inquiry, Berkley Homes and the Council completed two Section 106 legal agreements. One dealt solely with the provision of affordable housing on site (30%) and the other with all other matters, as detailed in the original committee report to Members of the Council</p> <p>Dr O'Connor felt that the issue about GP Primary Care at Dunton Green needed to be revived. GM reiterated that the S106 agreement maintained flexibility regarding health options. Dr O'Connor agreed to ensure Development Control at Sevenoaks District Council were in touch with the right people at West Kent NHS.</p> <p>Partners expressed their concern about the future of the scheme in the light of the current market environment and the credit crunch. MW said that he would like to see plans to include an enhanced community centre with a small gym adjacent.</p> <p>Horton Kirby Paper Mill</p> <p>GM reported that the Development continues to deliver some affordable housing despite some issues on site.</p> <p>The legal agreement requires contributions to be made a various stages throughout the development, with the community facilities improvement fund due prior to the occupation of the first unit of private housing.</p> <p>Fort Halstead:</p> <p>GM said that she was aware that the Developer had been contacting partners and said it would be helpful if copies of correspondence could be sent to Development Control at the Council. Developers have made it clear that they wish to promote this development through the LDF process. There are questions about the deliverability of the scheme based on the information currently held. The Council made it clear at this meeting that it needed evidence in support of the argument</p>	Dr O'Connor

	<p>that the development was in a sustainable location.</p> <p>It was noted that this was GM's last LSP meeting as she was leaving the Council – all partners thanked GM and wished her luck in her new role.</p>	
10	<p>Update on progress relating to New Ash Green, Merle Bidgen Head of Community Development (SDC)</p> <p>It was noted that work on the EVA had been carried out by the Community Safety Partnership and would be sent to owners in September.</p> <p>Consultations were set up to enable residents to comment on the three initial concepts by Broadway Malyan. Broadway Malyan sent a representative to each of the consultations which started on the 11th July and were as follows:-</p> <ul style="list-style-type: none"> • 15th July 2008 – Tiger Tots • 18th July 2008 at the Youth and Community Centre – 7.00 pm – 9.30pm • 19th July 2008 at the Village Hall – 10am – 4pm • 21st – Youth and Community • 23rd July 2008 at the Library – 12pm – 4.30pm <p>The meetings on the 19th, 21st and 23rd July were all well attended.</p> <p>In total, 619 people attended the consultations. A consultation report has now been prepared and is available on the Council's website at www.sevenoaks.gov.uk/nagregen</p>	
11	<p>AOB</p> <p>GM noted that the LDF Preferred Options would be going to Cabinet at the end of the year and out the consultation at the beginning of 2009. Following the Strategic Housing and Land Availability assessment, Sevenoaks District Council will be publishing a list of available sites on its website. This list will not represent a list of sites that will be developed.</p>	
12	<p>Dates of future meetings in 2008/09</p> <ul style="list-style-type: none"> • 16th February 2009, 10am -12pm, Council Offices <p>All partners to note that the LSP Away Day will be held at Dorton House on Monday 12th January 2009, starting at 9.15 and finishing at 2pm (to include lunch)</p> <p>Dates for 2009/10 now confirmed as:</p> <ul style="list-style-type: none"> • Thursday 14th May 2009 10am – 12pm, Council Offices • Thursday 3rd September 2009 10am – 12pm, Council Offices • Thursday 26th November 2009 10am – 12pm, Council Offices • Thursday 11th February 2010 10am – 12pm, Council Offices 	<p>ALL TO NOTE</p> <p>ALL TO NOTE</p>