

**Minutes of the Sevenoaks District Local Strategic Partnership  
held at Sevenoaks District Council Offices, Thursday 26<sup>th</sup> November 2009**

Sevenoaks District Local Strategic Partnership  
**making it happen**

*- together*



**Present:**

|                             |      |   |
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| Merle Bigden (acting chair) | MB   | Sevenoaks District Council                              |
| Lesley Bowles               | LB   | Sevenoaks District Council                              |
| Chief Inspector Dave Cooper | DC   | West Kent Police  |
| Ian Coupland                | IC   | West Kent Adult Social Services                         |
| Tony Cornfield              | TC   | Churches Together                                       |
| <br>                        |      |   |
| Chris Lay                   | CL   | Kent County Council, Children<br>Families and Education |
| Sally Linin                 | SL   | KCC Libraries   |
| Tom Phillips                | TP   | Kent County Council                                     |
| <br>                        |      |   |
| Paul Shallcross             | PS   | Kent County Council, Children<br>Families and Education |
| Paul Bailey-Smith           | P-BS | West Kent College                                       |
| Nick Silvester              | NS   | Kent Fire and Rescue Service                            |
| Angela Slaven               | AS   | Kent County Council                                     |
| Barbara Thorndick           | BT   | West Kent Housing                                       |
| <br>                        |      |   |
| Alan Whiting                | AW   | Sevenoaks District Council                              |
| Mandy Wynne                 | MW   | Voluntary Action West Kent                              |
| Will Campbell-Wroe          | WCW  | West Kent Extra   |

**Attending for Agenda Items**

|                |    |  |
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| Richard Morris | RM | Sevenoaks District Council - item 9    |
| Alan Dyer      | AD | Sevenoaks District Council - item<br>8 |
| Jonathan White | JW | KCC – item 10                          |

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| <b>1</b> | <b><u>Apologies for Absence</u></b> |                                 |
|          | Robin Hales                         | Sevenoaks District Council      |
|          | Kristen Paterson                    | Sevenoaks District Council      |
|          | Martin Adams                        | Kent Fire and Rescue Service    |
|          | Liz Chapman                         | Kent Adult Education            |
|          | Chris Hare                          | West Kent College (Paul Bailey- |

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|          | <p>Angela Slaven<br/> Nick Johannsen<br/> Chief Supt Mark Salisbury<br/> Mark Whyman</p>  | <p>Smith representing)<br/> KCC<br/> Kent Downs AONB<br/> West Kent Police<br/> Sencio Community Leisure</p> |  |
| <b>2</b> | <p><b>Notes of Sevenoaks District LSP meeting held on 3<sup>rd</sup> September 2009</b></p> <p>The minutes were agreed.</p> <p>BT highlighted that the partnership meeting was Merle's last as she was retiring in January 2010. All partners thanked Merle for her invaluable contributions to the work of the partnership. MB wished everyone well for the future. Lesley Bowles will be taking over as Head of Community Development following Merle's retirement.</p>   |  |  |
| <b>3</b> | <p><b>Successes (all)</b></p> <ul style="list-style-type: none"> <li>• TC: reported following its opening, the Child Contact Centre at the Vine Evangelical Church was now being fully used by 9 families (involving 15 children)</li> <li>• BT reported that West Kent Housing had exceeded the Homes and COM.</li> <li>• NS reported on the successful launch of the KF&amp;RS Fire Bike which is being used by a team of four firefighters at club meets, shows and events around the county as an educational tool to raise awareness of road safety. The Fire Bike is a community safety tool aimed primarily at delivering road safety messages but will also be available to support other community safety activity. Further information is available from <a href="#">Lawrence Pater</a> at Thames-Side fire station on 01474 535 943</li> <li>• MB highlighted recent successes of the SDC Community Development Team. This included another Green Apple Award</li> </ul> |  |  |
| <b>4</b> | <p><b>Brief Update on major planning applications</b></p> <p><b>Update on major planning applications</b> – Richard Morris, Development Control Manager (SDC)</p> <p><b>Swanley Town Centre</b></p> <p>No further progress to report. The Council is still waiting to hear back from the landowner.</p> <p><b>West Kent Cold Store Site redevelopment</b></p> <p>Discussions are continuing between the Council and Berkeley Homes, who are looking to re-negotiate the terms of their planning obligation (S106) on the site. It is Berkeley Homes' view that the terms as set out in the existing permission result in the development as approved not being viable.</p>  |  |  |

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|   | <p><b>Horton Kirby Paper Mill</b></p> <p>The legal agreement has been signed and there are ongoing discussions with the developer regarding issues on site. Fairview are looking to re-negotiate the terms of the S106 agreement for the site by altering the trigger points for various contributions to be made. Work is continuing on the site, which has a significant number of planning constraints, and some of the residential units are occupied.</p> <p><b>Fort Halstead:</b></p> <p>A special meeting of the LSP was held on 27<sup>th</sup> April 2009.</p> <p>Hines have decided to concentrate their efforts on promoting the site through the production of the Core Strategy rather than submit a planning application in the short term.. Hines have responded to the LDF Core Strategy consultation and are working with SDC to demonstrate how they will meet requirements and address concerns. Hines are aware that it will be a challenge to address the Council's concerns before the LDF goes out to consultation again in September 2009. They also recognized the importance of working with RM and his team to convince the Council that the site is both deliverable and sustainable. If the site is not allocated for mixed use, Hines will go ahead with proposals and submit and planning application and go to appeal as necessary.</p> |  |
| 5 | <p><b>New Ash Green Regeneration – Alan Whiting</b></p> <p>It was noted that AW had undertaken a further Environment Visual Audit (EVA) inspection on 23<sup>rd</sup> April 2009 in conjunction with a representative from Richmond Lodge, the managing agent of the major offshore landowner (Piperton Finance). Richmond Lodge are responsible for the maintenance of the centre. The EVA also included representatives of the Village Association and Kevin Tomsett (SDC) from Building Control.</p> <p>While the Co-operative has undertaken required works, a significant number of maintenance issues requiring urgent attention were identified. Robin Hales has now writing again to all landowners stressing the importance of undertaking this work as a matter of urgency. The Council will also continue to take enforcement action against the Richmond Lodge and Piperton Finance. This is being done through the Council's powers under planning and health and safety legislation to try to secure better maintenance of the centre.</p>  |  |
| 6 | <p><b>Update on the Local Development Framework – Alan Dyer, Planning Policy Manager</b></p> <p>AD distributed two documents:</p> <ul style="list-style-type: none"> <li>• Copy of report dated 29<sup>th</sup> April 2009 to LDF Advisory Group on Responses to Core Strategy Preferred Options Consultation.</li> </ul>   |  |

Attached as Appendix 1

- Copy of presentation on the Core Strategy entitled “Moving from the Preferred Options to the Submission Plan”. Attached as Appendix 2

Key issues are summarised below:

- The new draft Core Strategy was prepared as a result of amendments to the Government guidance in PPS 12 (June 2008) and the experience of other Local Planning Authorities in preparing "sound" documents, a need to review and update the evidence base and ensure that it is relevant to the development projections for the District up to 2026.
- Consultation on the Core Strategy Preferred Options took place between 22 January and 5 March 2009 and the responses have now been summarised. A total of 1,770 comments were received from 252 organisations and individuals. Respondents included all the statutory consultees except GOSE who made informal comments on a working draft of the document before the consultation was launched.
- The Core Strategy will be subject to a further period of public consultation in January/February 2010 prior to the submission of the Core Strategy to the Secretary of State. Public consultation for the Allocations (options) DPD is scheduled to run in tandem with the Core Strategy in January/February 2010.
- Further work is now required to update the Retail capacity Study and implication for Sevenoaks Town Centre and GVA Grimley's (consultants) have taken this work forward. The 2009 work by Grimley's will takes into account the impact of the current down turn as well as other factors including the slight increase (by 200 dwellings to 3300) in dwellings required by the SE Plan and the distribution of development indicated in the Draft Core Strategy.
- Updates will also be carried out on the Settlement Hierarchy and the Strategic Housing Land Availability Assessment (SHLAA). It was reported that Development Control has been reviewing sites put forward for development purposes.
- In addition, work is also being carried out to strengthen the evidence base on infrastructure requirements and on affordable housing. Work on infrastructure requirements need to confirm infrastructure needed to support development in the Core Strategy and funding needed.
- There will be a need to take into account the developing Transport Strategy for Sevenoaks as well as the Strategic Housing Market Assessment. The Transport Strategy is being prepared by Kent County Council and a draft will be considered at a meeting of the Joint Transportation Board in June 2009

AD stated that the LDF would also need to take into account the need to review the case for Fort Halstead looking at how far Hines are able to answer concerns already highlighted by the Council. AD was confident that the Council would be able to meet housing supply set out in the South East Plan without Fort Halstead.

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|                 | <p>In respect on comments received on the Core Strategy, AD and the Planning Policy team will be following these up. AD committed to keep the LSP aware of developments through the LSP partnership meetings and would consult the LSP on any issues that affect the LSP. AD also stated that while the consultation had closed, partners were welcome to contact him regarding any further comments they felt it may be necessary to make. NJ welcomed this approach.</p> <p><b>Contact details</b></p> <p>Alan Dyer – Planning Policy Manager – email alan.dyer@sevenoaks.gov.uk</p>   | <p><b>All to note</b></p> |
| <p><b>7</b></p> | <p>Update from Sevenoaks Health Action Team</p> <p>MB explained that the HAT is a multi-agency group that meets on a quarterly basis. It contributes towards the delivery of key health priorities set out in the Kent Agreement 2, Kent Public Health Strategy, Choosing Health Agenda and the Sustainable Community Plan.</p> <p>MB noted that a new draft action plan was currently being developed and will feed into the new Community Plan 2010-2013.</p> <p>It was also noted that NHS West Kent were reviewing their funding allocations due to budget restrictions and future Choosing Health funding will no longer be ring-fenced and will form part of the ongoing budget for Public Health spending</p> <p>Public Health Campaign calendar for new year (Jan – Dec 2010) will be available soon. Campaign for Nov/Dec is ‘Sensible drinking’ and ‘Drink driving’. HAT action to support these themes to be considered</p> <ul style="list-style-type: none"> <li>• MB noted that Choosing Health project outcomes for Apr – Jun 09. included <ul style="list-style-type: none"> <li>○ 406 sessions were held with 5289 attendances</li> <li>○ There were 1130 beneficiaries</li> <li>○ Out of 445 evaluation forms received 1017 positive outcomes were reported</li> </ul> </li> </ul> <p>JM noted that from the perspective of the NHS West Kent, the Sevenoaks HAT represented only health improvement rather than the wider arena of work and were keen to look at the span of the partnership going forward.</p> |                           |
| <p><b>7</b></p> | <p><b>Year 2 – Qtr 4 monitoring for the period January – March 2009 - all partners</b></p> <p>AW also noted that partners had used the new online monitoring form on the partners’ website to submit monitoring information. While this was successful, provision of late monitoring information is still presenting difficulties in getting the monitoring report prepared for LSP partners to review at partnership meetings.</p> <p>KP also requested that all partners please return their monitoring</p>  |                           |

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| <p>information by the deadline provided to enable AW to prepare the monitoring report for partnership meetings. AW is able to assist partners with any queries relating to the new monitoring form now online at the LSP partners website.</p> <ul style="list-style-type: none"> <li>• AW summarised the Quarter 4 results as follows: <ul style="list-style-type: none"> <li>○ 93% Green</li> <li>○ 7% Amber</li> <li>○ 0% Red</li> <li>○ 0 % Missing</li> </ul> </li> </ul> <p>The following targets were discussed:</p> <ul style="list-style-type: none"> <li>• 1.5b (Amber) <ul style="list-style-type: none"> <li>○ Action: Work with businesses to reduce town centre crime and disorder</li> <li>○ Target: The number of businesses involved in schemes to be increased by 5% per year <ul style="list-style-type: none"> <li>• LB: Ongoing work through the West Kent Business Crime Reduction Partnership and the Sevenoaks Safer Shopping Partnership. The Safer Shopping Partnership is hoping to expand the scheme as it does not currently cover Edenbridge, Westerham and New Ash Green.</li> </ul> </li> </ul> </li> <li>• 5.2g (Amber) <ul style="list-style-type: none"> <li>○ Action : Promote appropriate grants to enable disabled people to remain in their own homes</li> <li>○ Target: 120 grant applications to be processed each year <ul style="list-style-type: none"> <li>• LC noted that performance of this target was expected to improve over the next period. MW noted there was an opportunity to publicise the scheme in the monthly partnership bulletin for Partnership: The Sevenoaks District Partnership Group (working to secure full citizenship for people with Learning Disabilities).</li> </ul> </li> </ul> </li> <li>• 10.2 (Amber) <ul style="list-style-type: none"> <li>○ Action: Implement the agreed actions in the adopted joint household waste strategy</li> <li>○ Target: The percentage of household waste recycled in Kent to be increased to 40%, and at least 35% in the Sevenoaks District <ul style="list-style-type: none"> <li>• KP said that an audit of usage of black and clear sacks showed that they are being used appropriately. The audit did show that organic food waste was being disposed of in black sacks. Opportunities to explore a food waste recycling scheme will be explored in the long term, together with funding opportunities and consideration of how such a scheme would be marketed.</li> </ul> </li> </ul> </li> <li>• 15.1 (Amber) <ul style="list-style-type: none"> <li>○ Action: Improve attendance in schools</li> <li>○ Target: Absences reduced in line with County and national targets <ul style="list-style-type: none"> <li>• BS noted that in Swanley Local Children's Service</li> </ul> </li> </ul> </li> </ul> | <p><b>All to note</b></p> |
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|   | <p>Partnership (LCSP) area there were issues with persistent absence but the use of penalty notices had increased. In Sevenoaks LCSP area was below the county average for absence figures</p> <ul style="list-style-type: none"> <li>• 16.2c (Amber) <ul style="list-style-type: none"> <li>○ Action: Promote and publicise existing and new services</li> <li>○ Target: Suitable sites for Real time bus information to be identified and systems installed <ul style="list-style-type: none"> <li>• KP noted that Highways had originally indicated that it may not be possible to deliver Real time bus information in the district due to the physical difficulties and signal issues. MA said Proposed schemes as part of the Local Transport Plan and Sevenoaks District Strategy for Transport did include bus priority and real time passenger information. Traffic signal equipment upgrades. Real time information at Sevenoaks railway station. These were dependent on how funding will be distributed by the County Council.</li> </ul> </li> </ul> </li> <li>• 17.1a (Amber) <ul style="list-style-type: none"> <li>○ Action: Provide equal opportunity and access to a mixture of affordable and decent homes in all tenures, including key worker, essential worker, and housing for locally employed people.</li> <li>○ Target: The number of units of affordable housing completed each year to be increased <ul style="list-style-type: none"> <li>• KP noted that there had been a number of delays to schemes as detailed in item 4.</li> </ul> </li> </ul> </li> <li>• 18.3 (Amber) <ul style="list-style-type: none"> <li>○ Action: Provide breakfast clubs, after school and holiday activities and other local activities in schools</li> <li>○ Target: By 2010, all children and families to be able to access 100% of the core offer of extended services through Local Education Authority Schools in Sevenoaks, as set by the Government's Extended Schools Prospectus <ul style="list-style-type: none"> <li>• BS noted that an Extended Schools Coordinator had now been appointed. It is anticipated the target will be met by 2010.</li> </ul> </li> </ul> </li> </ul> |  |
| 8 | <p><b>Actions Relating to Independent Living (KA2 Theme) in the Community Plan</b></p> <p>Targets 5.2b, 5.2c. Please see Appendix 3 for details and actions agreed.</p>  |  |
| 9 | <p><b>New Sustainable Community Action Plan – information item, Lesley Bowles</b></p> <p>It was noted that the existing community plan action plan comes to an end in March 2010. AW and LB will be consulting on action plan during 2009.</p> <p>LB outlined details of the Community Plan Consultation planning. It was noted that the consultation process has already started with voluntary and</p>   |  |

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|                  | <p>community groups. In the early stages the consultation will target representative groups and partnerships and groups already established before it moves onto the public stage of the consultation in August 2009. During these stages the consultation will focus on identifying and prioritising priorities for the next plan. These will be validated through the Council's Residents Panel in September 2009. LB and AW will be contact partners about consultations with groups/partnership they are involved with shortly. Where groups do not exist, LB and AW will contact partners as appropriate.</p> <p>It was noted that the next plan will need to take into account the Kent Area Agreement, the results of the Place Survey, the Community Safety Strategic Assessment as well as looking to other key partner strategies.</p>   |                           |
| <p><b>10</b></p> | <p><b>Impact of the Economic down turn – Kristen Paterson, Community Planning Services Director</b></p> <p>KP highlighted the recent consultation with the voluntary and community sector at the Sevenoaks Voluntary Sector Working Group about the impact of the economic down. Partners were also invited to share any ideas about what the LSP can do to alleviate the impact of the down turn or issues the LSP needed to consider. Partners were also invited to feedback ideas to AW</p> <ul style="list-style-type: none"> <li>• MW highlighted the need to consider the impact on the 3<sup>rd</sup> Sector and particular difficulties being experienced by smaller organisations. MW also said there was an opportunity to look at the number of people who are available to volunteer and whether the sector was prepared for a potential influx.</li> <li>• W C-W highlighted the need to consider potential increases in demands for services at a time when budgets were restricted.</li> <li>• AE highlighted the need to link with Economic Development partnerships at West Kent and County Level. AE sits on the Kent Economic Development Officers Group. It was noted that AW also now sits on this group.</li> <li>• LB stated that a new three-year Service Level Agreement with CABx in the District had now been signed. LB will be meeting with CABx on a quarterly basis and information obtained at these meetings can be used to inform the LSP of key issues and trends.</li> </ul> | <p><b>All to note</b></p> |
| <p><b>11</b></p> | <p><b>Progress on Developing an Academy for Sevenoaks – Bjorn Simpole, Operation Support Officer (KCC CFE) and Philip Booth (Project Manager, Appleyards)</b></p> <p>BS distributed a briefing note on progress on developing an Academy for Sevenoaks. Key points highlighted are noted below:</p> <ul style="list-style-type: none"> <li>• Proposal to close Bradbourne School for Girls and Wildernesse School for Boys in order to replace them with a Government funded Academy to open on 1 September 2010 in existing buildings. The main base would be on the Bradbourne site prior to the proposed new build being developed on the Wildernesse site from September 2012.</li> </ul>  |                           |

- The Academy would be co-educational exploring single sex teaching in core subjects.
- The Academy would admit up to 350 sixth form places.
- The lead sponsor is Gordon Philips, Chairman of Glencare Company with experience of developing services for young people and adults with complex needs and Co-Sponsors are Sevenoaks Independent School.
- Appleyards have been appointed as Project Management Company and will commence a first round of consultation in early June.

### **School Closure Process**

- Before a decision can be taken by the Department of Schools, Children and Families regarding the closure of the two schools, KCC must consult on the closure of the Wildernesse and Bradbourne Schools. The informal consultation process ends on 15<sup>th</sup> May and results reported to KCC's School Organisation Advisory Board on 21<sup>st</sup> May. Subject to the approval of the Cabinet Member, a Public Notice will be issued in early/ mid June for a period of 12 term time weeks. Subject to the outcome, a formal decision will be made during August, providing one year for the opening of an Academy.
- Of responses received to date, the main concern relates to perceived loss of single sex education. The consultation led by Appleyards will include an exploration of how best to provide single sex education within a co-educational setting. Those in favour recognise the opportunity to transform the quality of education provision within the District. This has been particularly the case from respondents who either do not have children at the Bradbourne or Wildernesse schools or are prospective parents of a future Academy.

### **What does an Academy Offer?**

- Opportunity to provide new facilities and buildings and more varied and exciting curricular offer to provide a high quality school that can provide for students of all ages and abilities living in Sevenoaks.
- Aim to retain more local students.
- Aim to specialise in languages and expressive arts with emphasis on securing excellent basic literacy standards for all students.

### **Future consultation**

- Appleyards leading on full consultation regarding proposal for the new Academy. They will be operating on behalf of the sponsors and accountable to the DCSF. This phase of consultation will take place from early June 2009 for 12 term time weeks. Appleyards would be pleased to receive LSP partners views as a whole or as individual organisations.
- Appleyards are experienced in undertaking consultation exercises for Academies and recently completed similar exercise in Medway for an Academy proposal where two single-sex schools were brought together as a co-educational Academy.

AE discussed issues relating to the curriculum in the proposed Academy

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|    | <p>that will be part of the West Kent Learning Federation, and plans for the Academy to offer specialist Diplomas and other vocational qualifications.</p> <p>PB stated that the Academy would have to deliver the National Curriculum but would be draw of experience of the Sponsor and Co-sponsor and opportunities to go beyond the National Curriculum. These are issues that Appleyards will include within their consultation.</p> <p><b>Contact details:</b></p> <p>Bjorn Simpole 01732 525075 – email <a href="mailto:bjorn.simpole@hotmail.co.uk">bjorn.simpole@hotmail.co.uk</a><br/> Philip Booth 07738 726317 – email <a href="mailto:Philip.Booth@appleyards.co.uk">Philip.Booth@appleyards.co.uk</a></p> <p><b>Website links:</b></p> <p><a href="http://www.thevineacademy.org/">http://www.thevineacademy.org/</a></p> |                           |
| 12 | <p><b>AOB</b></p> <p>The LSP gave their thanks to Gill Ellis for all her work with the LSP. Good luck to GE who is moving on from her post to another at Kent force level.</p>  |                           |
| 13 | <p><b>Dates of future meetings in 2009/10</b></p> <p><b>Dates for 2009/10 now confirmed as:</b></p> <ul style="list-style-type: none"> <li>• Thursday 3rd September 2009 10am – 12pm, Council Offices</li> <li>• Thursday 26th November 2009 10am – 12pm, Council Offices</li> <li>• Thursday 11th February 2010 10am – 12pm, Council Offices</li> </ul>  | <p><b>ALL TO NOTE</b></p> |