

**Minutes of the Sevenoaks District Community Planning Partnership Meeting
held at Sevenoaks District Council Offices, Tuesday 17th September 2007- 10am-12pm**



Present:

Robin Hales (Chairman)	RH	Sevenoaks District Council
Lesley Bowles	LB	Sevenoaks District Council
Tony Cornfield	TC	Churches Together, Sevenoaks
Eamonn Dillon	ED	West Kent Extra
Bryan Fitzgerald	BF	Kent Council Council
Gilian Mcinnes	GM	Sevenoaks District Council
Alex Melling	AM	Sevenoaks District Council
Kristen Paterson	KP	Sevenoaks District Council
Inspector Adrian Payne	AP	West Kent Police
Tom Phillips	TP	Kent County Council
Clare Trumper	CT	KCC Libraries
Barbara Thorndick	BT	West Kent Housing
Alan Whiting	AW	Sevenoaks District Council

	<u>Apologies for Absence</u>	
	Merle Bigden MB Sevenoaks District Council Nick Johannsen NJ Kent Downs AONB Mark Whyman MW Sencio Community Leisure Chief Inspector Gill Ellis GE West Kent Police	
2	Minutes of previous meeting held on 12th February 07 (previously circulated) The minutes were agreed.	
3	Successes (all) LB Everyone agreed that the launch of the Sevenoaks District Community Plan Action Plan in Otford was very successful, and despite the weather, over 800 people turned up to enjoy the activities. TC Since the befriending scheme was launched, it has doubled the number of volunteers involved. The scheme continues to do very well and gets referrals from a variety of sources. BT Reported that the West Kent Housing AGM was very successful ED Recent WKE AGM was successful. ED also reminded partners of a multi-agency success with a bid to the Big Lottery fund by the Sevenoaks Play Partnership led by Sevenoaks District Council, in achieving nearly	

	<p>£200,000 of funding for play projects in the District.</p> <p>CT Reported that the new children’s library at Kaleidoscope was the busiest in Kent.</p> <p>KC Funding has been secured for the Harvey Centre on the site of the Swanley Technology College.</p> <p>TP Won “Gold” as part of the England Seniors Sprint team</p>	
4	<p>Year 1 – Qtr 1 monitoring for the period April 2007 – June 2007 (Appendix) - Robin Hales, Chairman of the Sevenoaks District Community Planning Partnership and all Partners</p> <p>AW reported that 80.3% of the 122 targets in the Sustainable Community Action Plan were on target. 12.3% of targets were Amber (in some danger/requires remedial action), and 7.4%</p> <p>Partners gave an update on Amber and missing items listed in the report as follows:</p> <ul style="list-style-type: none"> • Safe 1.2 (Amber): Awaiting baseline information. This target is likely to go green. • Safe 1.4 (Amber): Long term issues with the Power Project have recently been resolved. • Safe 1.5c (Amber): Monitoring information needs to be translated into actuals. • Safe 2.2c (Amber): Insp Adrian Payne reported that West Kent Police were planning PCSO operations on buses. It was noted that operational problems had been encountered as it was difficult to use buses outside Swanley Town Centre. Similarly, in Edenbridge many buses go outside the border. Work is ongoing and the Police felt that the target would be met. • Safe 2.3.a (Missing): Karen Coffey is able to report on this target. KC reported that a Safe Schools worker was now in post. • Safe 2.3b (Amber): TP agreed to speak to Carol Infanti about this target • Safe 2.4b (Missing): Bryan Fitzgerald will seek to obtain a response for next quarter • Safe 3.1a (Missing): Bryan Fitzgerald reported that Crash remedial measures are looked at on an annual basis and that due to initiatives put in place, the target to reduce the number of road users killed or seriously injured on local roads is currently green. • Safe 3.1b (Missing): Bryan Fitzgerald will seek to obtain a response for next quarter • Caring 5.2e & f (Amber): TP will speak to Carol Infanti about the need for more detailed information on these targets in monitoring information • Caring 5.2h (Amber): KP reported that SDC were trying to look creatively at this target and discussed funding issues related to Supporting People and the second Local Area Agreement • Caring 7.3b (Amber): Seek further information from Adult Social Services • Green 9.1b (Green): It was agreed that the words “ongoing” should be added to the “By When” column as the target date currently reads “April 2007” • Green 10.1b (Amber): KP to seek further commentary information on this target for the next monitoring period • Green 10.2 (Amber): KP reported that a Kent wide audit of refuse was taking place and results will be due at the end of the year • Healthy 12.2b (Missing): The health Promotion Department now has a 	<p>TP BF</p> <p>BF TP</p> <p>KP</p>

	<p>Mental Health and Alcohol specialist practitioner covering West Kent (reported at Quarter 2 as Amber by Angela Painter)</p> <ul style="list-style-type: none"> • Healthy 12.2c (Missing) It was noted that the PCT needs to establish baseline data for this target • Dynamic 14.1a and 14.1b (Missing): TP will speak to Adult Education about reporting on Community Plan targets. It was noted that the lack of information was due to staffing changes within the Adult Education. • Dynamic 14.3 (Missing) AW will speak to Mark Gorrige about providing monitoring information and baseline information for this target • Dynamic 16.2c (Missing): Bryan Fitzgerald will speak to Steven Noad at KCC about this target. It was noted that providing Real time bus information within the District was a long-term project due to technical difficulties with the signal and the need to provide booster stations • Sustainable 17.1a (Amber): A discussion on affordable housing issues took place. BT noted concerns that a NIMBY attitude in Sevenoaks was preventing the District accessing affordable housing opportunities. It was also noted that there was a shortage of local provision for EMI (Elderly and Mentally Infirm) residential care. The shortage of affordable housing was also impacting on the care sector and people delivering domiciliary care in could not afford to live in the District. A discussion also took place about the tension between best price and best value when public sector partners were disposing of land for housing. KP asked all partners to take back a message to their organisations about the importance of securing affordable housing and the need to consider Best Value when disposing of land. 	<p>AP</p> <p>AW</p> <p>ALL</p>
<p>5</p>	<p>Future monitoring of the Community Plan – a discussion about how the Community Plan can help deliver services to particular client groups – Lesley Bowles, Community Development Manager, Sevenoaks District Council and all partners.</p> <p>It was agreed that future partnership meetings should be used to look actions in the monitoring as they relate to a particular theme or client group. Partners agreed that the next meeting should be used to look at targets and issues affecting older people, and that AW should invite Gillian Shepherd-Coates from Sevenoaks Age Concern to attend.</p>	<p>AW</p>
<p>6</p>	<p>The Sevenoaks District LSP – Partners development funding, terms of reference and development day – Kristen Paterson, Community Services Director</p> <p>KP updated the group on this item. The new Local Area Agreement (LAA) brings with it a new funding formulae for Kent. This will mean that funding streams previously given directly to Districts and Boroughs will now go through the County LAA as an accountable body. In turn funding will be passed to LSP's managing District Community Plans. In the case of West Kent, there is not a West Kent wide Community Plan. The Sevenoaks District Community Planning Partnership currently acts as an LSP for the Sevenoaks District, and it is now proposed to formalise the Partnership's role as an LSP.</p> <p>In order to be formally recognised as an LSP, the Partnership should have a Members Steering Group. It was proposed that one based on the Community Safety Partnership model should be adopted, meeting every 6 months. This would include elected Members from the County and District Council.</p> <p>KP informed the Partnership that £6,000 had been made available from the Partnership Improvement Fund to look at the Partnership's evolving role as an LSP. It was proposed that some of the funding should be used for a development</p>	

	<p>day when partners would have an opportunity to looking towards the LSP role and that the remainder should be spent on module attached to the website.</p> <p>It was agreed that the Sevenoaks District Community Planning Partnership should now be the Local Strategic Partnership with responsibility for overseeing Local Area Agreement issues, and should include a Members steering group.</p>	
7	<p>Partnership Consultation Working Group – Alan Whiting, Community Planning and Projects Officer (SDC) – Information Item</p> <p>AW reminded Partners that a date had been set for meeting of a Partnership Consultation Working Group on 25th October at 2pm (Council Offices). The purpose of this group would be to look at the Partnership's need to have a community engagement timetable in place, as well as looking at opportunities to share information about consultation and work to improve partnership work and remove unnecessary duplication. AW will report back to the next partnership</p>	
8	<p>Consultations planned or recently completed – All partners to report on any planned or recent consultations for 2007</p> <p>AW read out an item on behalf on Nick Johannsen from Kent Down AONB. It was noted that the Kent Downs AONB management plan is being reviewed at the moment and there was a recent consultation on the existing plan which closed on the 21st of September. There will be a further consultation on a draft review plan starting in April 2008.</p> <p>LB outlined the 3 models for PACT (Partnerships and Communities together) consultations, based on successful consultations already undertaken in the District as follows:</p> <ul style="list-style-type: none"> • Community consultation event - An event held in a village hall or similar community venue, with all local residents and businesses invited to attend • Community workshop event - In partnership with the Parish Council, community leaders are invited to take part in a workshop at a local community venue. • Postcards combined with an opportunity to meet neighbourhood team <p>The PACT models are organised in cooperation with Town and Parish Councils and are designed to help communities identify their own priorities. PACT meetings will identify local people who want to get involved in helping to take forward issues identified at PACT meetings. It is hoped that these groups or PACT panels would become self-sustaining.</p> <p>The first PACT consultation will take place in Sundridge Village Hall on 26th September. This will cover Sundridge, Brasted and Ide Hill Communities. It will be based on the community workshop model. A second PACT meeting in Hextable is planned in November and will use the consultation event model. Results will be reported at the next partnership meeting.</p>	LB & GE
9	<p>Update on major planning applications – Gilian Mcinnes, Head of Development Services (SDC)</p> <p>Swanley Town Centre redevelopment</p> <p>GM reported on the successful Planning for Real exercise. Results of the exercise will be distributed to all partners and to the developer to take into consideration. It was noted that the Developer would be going out to consultation with an exhibition</p>	

	<p>to gain public view. Details will be circulated to partners when they are known.</p> <p>West Kent Cold Store Site redevelopment (Dunton Green)</p> <p>Following the presentation of a report recommending the approval of outline planning application for the re-development of the West Kent Cold Store site at Dunton Green, to the Development Control Committee on 13th September 2007, Members resolved to defer the consideration of the application pending a further information on specific areas of concern. GM felt it was likely that the Developer would appeal on grounds of non-determination. Members have asked officers to draft reasons for refusal based on their concerns. Partners expressed concerns about the legal agreement. GM stated that it was her priority to work to keep the legal agreement in place following a decision taken on 13th September. GM undertook to keep partners informed about the Cold Store site application.</p> <p>Horton Kirby Paper Mill site redevelopment</p> <p>GM reported that the Council had developed a good relationship with the Developers. Demolition work on site has commenced and works to complete the first phase of affordable housing are on target. Discussions about how to improve the existing village hall facilities are taking place with the Parish Council. A meeting with English Heritage in October to resolve outstanding conditions relating to the proposed commercial usage.</p> <p>Fort Halstead</p> <p>GM stated that there is potential for a proposal to come forward from the Developer. Officers are encouraging as much pre-application discussion as possible. An update on progress will be given at the next meeting</p>	<p>GM</p> <p>GM</p> <p>GM</p>
10	<p>Local Development Framework update – Alex Melling, Senior Planner, LDF Team (SDC)</p> <p>AM updated partners. It was noted that the Council had decided to revisit the LDF's evidence base and commission further studies to ensure it met Government requirements. It was also noted that the Council need to commission a Strategic Housing Land Availability Assessment. This is a core requirement and should be done in partnership with neighbouring local authorities in West Kent. This will have an impact on the timetable and means that the LDF team will not be ready to go out to consultation on the Preferred Options Core Strategy until next year. AM informed partners that at the regional level, the Draft South East Plan had increased affordable housing figures in the District by a total of 200 to 3,300 by 2026. It was agreed that partners should be kept informed about progress relating to the LDF.</p>	
11	<p>AOB</p> <p>RH outlined issues relating to the Local Area Agreement as outlined at a recent local government conference. (See also agenda item 6) As the LAA will be the main conduits of funding into local authority areas, RH wished to remind all partners to raise awareness of the particular needs of the District. KP highlighted the importance of funding continuing to go to high performing areas such as community safety. It is important that we sustain success in order to help the LAA overall perform and meet its targets.</p>	All to note
12	<p>Dates of meetings in 2007/08 26th November 2007 – 10am in the Sevenoaks District Council Offices 12th February 2008 – 10am in the Sevenoaks District Council Offices</p>	All to note

