

SEVENOAKS DISTRICT KENT LOCALITY BOARD

Minutes of the meeting held on 11 September 2013 commencing at 7.00 pm

Present: Cllr. Fleming (Chairman)

Cllrs. Brazier, Brookbank, Clark, Crabtree, Davison, Gough, Grint, Parry and Ramsay

Apologies for absence were received from Cllrs. Mrs. Bosley, Chard, Pearman and Searles

1. Minutes

Resolved: That the minutes of the meeting of the Sevenoaks District Kent Locality Board held on 6 March 2013, be approved and signed by the Chairman as a correct record subject to the word 'Some' being added before 'Members' to the beginning of the eighth paragraph of Minute 36.

2. Declarations of Interest

There were no declarations of interest.

3. Actions from the last meeting of the Board

The completed actions were noted.

4. Draft paper on the Sevenoaks District Strategic Board

In May 2013, it was announced that Locality Boards across Kent would not continue in their present form. The Board considered a report that set out the background to Locality Boards and sought approval to work with the County Council to set up a Sevenoaks District Strategic Board. The setting up of local arrangements to replace the Sevenoaks District Kent Locality Board had the support of the Leader of Kent County Council. The Board was asked to consider the report and make any recommendations to Governance Committee.

A paper was tabled requesting Members to approve the following amendment to the terms of reference:

- amending number 1 to remove the word "Cabinet" to read "...and 7 Sevenoaks District Council Members"
- the addition of a new number 2 "The Leader of Sevenoaks District Council will have the power to rotate/amend the District Council membership as appropriate" with sequential numbering appropriately changed.

Members were also asked to agree an amendment that the proposed Strategic Board delivery structure be noted.

In response to a question, the Head of Business Transformation and Programmes at Kent County Council (KCC) confirmed that the arrangements did not need to be formally confirmed through the KCC committee process.

The Chief Officer Communities and Business, advised that the funding referred to in the report was received as part of the Performance Reward Grant for Kent received from central government for the Local Area Agreement. The District Council administered this and partners could bid for project in order to deliver the community plan. An Officer group appraised the applications according to the Scheme guidelines.

Action 1: The Guidelines to be circulated prior to the next meeting.

Members noted that the future of the Sevenoaks District Local Children's Trust Board within the proposed delivery structure, was yet to be determined. The Chief Officer Communities and Business advised that KCC were proposing to take forward Local Children's Arrangements through existing Health and Wellbeing Boards, with district level Local Operational Groups. This proposal had not yet been formally agreed. If it was agreed, the 'Sevenoaks District Children's Local Operational Group' was likely to be one of the groups able to assist delivery of the Community Plan and therefore appeared on the organisational structure chart.

Resolved: That it be RECOMMENDED to Governance Committee to recommend to Council that:

- a) the creation of a Sevenoaks District Strategic Board which builds on the working arrangements of the previous Sevenoaks District Kent Locality Board, be approved;
- b) the draft terms of reference as amended, be approved; and
- c) the proposed Strategic Board delivery structure, be noted.

5. Education

The Area Education Officer (North Kent) KCC, tabled an [update](#) on education matters within the area. He confirmed that all projects were on budget and on time. He had visited Otford Primary the day before, handover was not until 16 September 2013 but a contingency plan was in place. Sevenoaks Primary had moved in on time and had been able to deliver at the start of the school term. He requested that he have access to the Sevenoaks District Council Local Housing Plan so that it could be factored into the forecasting for migration / indigenous growth and birth rate.

6. Health

The Chief Officer Communities and Business advised that there were Member representatives on both Health and Wellbeing Boards. The West Kent and Weald Clinical Commissioning Group (CCG) were progressing well and were getting out lots of data at meetings to identify priorities. They had also set up an integrated health and social care group to look at joint commissioning needs. Task Groups had been set up to look at

issues in more depth. The three groups which had been set up were: tobacco control; childhood obesity; and falls prevention.

The Dartford, Gravesham and Swanley CCG started later, it had held several meetings informally and the first meeting to be held in public would be in November 2013. As yet the terms of reference were not yet agreed. A commissioning group was due to be set up.

County Cllr. Gough reported that there had been a 'Mapping the Future Event' looking at integrated commissioning. Cllr. Davison advised that the West Kent and Weald Clinical Commissioning Group (CCG) had held three or four public meetings as it had been the only way he had been able to attend. The Chairman requested that a map or flow diagram be circulated to Members in order to see how the different groups interacted etc. with details of who attended on behalf of KCC and SDC.

Action 2: County Cllr. to provide a simple flow diagram to be emailed to Members.

7. Youth Provision

The Area Youth Officer (KCC) reported that eight months into the new commissioned service regime there were issues in certain areas especially regarding CXK provision. There was a vacancy at the Swanley Centre, the detached team had been working well in Westerham area. The CXK team had pulled out of New Ash Green due to aggressive behaviour problems. They were working with the local PCSO and KCC to address this. There was to be a meeting the following week to review the contract with CXK. House in the Basement in Sevenoaks was going well, as was the West Kent Extra Partnership working well in Edenbridge.

Members expressed concern that it had not been possible to recruit to the Swanley Centre. The Area Youth Officer responded that the assistant to the full time worker position had stepped up, and Dartford were supporting where possible. However they did not wish to appoint below the desired skill level and unfortunately this had not yet been met.

The meeting that would be held the following week with CXK was to assess whether intervention was needed.

Local members for New Ash Green were surprised that CXK had encountered problems as they did not believe local organisations such as HAWK ever had. With regards to the use of the council van by CXK the Chief Officer Communities and Business reported that CXK had advised that they had not yet been able to purchase the van they required and she was reluctant to withdraw its use whilst it was enabling them to do work in our community. She had investigated charging for its use but this would invalidate the insurance of the vehicle.

Action 3: Local Members to be kept informed of CXK performance

The Head of Business Transformation and Programmes advised that he would report back to the Director of Service Improvement.

8. Troubled Families

Members considered the update report on the 'Trouble Families Project'. The Chief Officer Communities and Business was happy to have a briefing meeting with the project Co-ordinator with the new County Council members, it was agreed that this would be helpful. The Head of Business Transformation and Programmes praised the Chief Officer Communities and Business in her work supporting the project locally. There was great expectation on delivery from Central Government yet the reality was that this was about long term sustainable change.

9. 2013 Community Plan Annual Report

Members considered and noted the Sevenoaks District Sustainable Community Action Plan 2013 – 2013 Annual Report.

10. Quarter 1 monitoring for the 2013 - 2016 Community Plan

Members considered the Quarter 1 Community Plan Monitoring Summary. The Chairman and Chief Officer Communities and Business had attended a meeting with the new Police Commissioner. The Chief Officer Communities and Business had spoken with the local Chief inspector and had been reassured that the second quarter would show an improvement. Burglaries other than Dwelling had been on an upward trend, relating mostly to garden sheds and outbuilding. Response teams were coming out of Ebbsfleet or Tonbridge

Data was awaited for respite care, support and adaptations. There had been a slight increase in child poverty but future quarterly reports would be able to include trend analysis.

11. Children's Centre Consultation and Local Children's Trust Board arrangements

Members considered the KCC Children's Centres Document entitled 'Shaping the future of Children's Centres in Kent.' Concern was expressed as to whether resources could be being stretched too far and the outcome be detrimental to service delivery. A Member was disappointed at the age of the statistics used and queried that projected population figures were down when Education earlier in the agenda were increasing primary intake.

The Early Intervention Delivery Manager (North) KCC, replied that he would look into the projected population figures; the age of the statistics was as a result of when the consultation began. With regards to staffing, whilst there was a difference to operational delivery he was not aware that there would be any job losses.

12. Libraries

An [update](#) on the progress of the future Library Services Programme was tabled. It was agreed that the Members Working Group should meet one more time.

THE MEETING WAS CONCLUDED AT 9.08 PM

CHAIRMAN

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SEVENOAKS DISTRICT KENT LOCALITY BOARD

Minutes of the meeting held on 6 March 2013 commencing at 7.00 pm

Present: Cllr. Fleming (Chairman)

Cllr. Brookbank (Vice Chairman)

Cllrs. Mrs. Bosley, Brazier, Chard, Clark, Davison, Gough, Lake,
(John) London, Parry and Ramsay

Cllrs. Mrs. Davison and Eyre were also present.

32. Minutes

Resolved: That the minutes of the meeting of the Sevenoaks District Kent Locality Board held on 6 March 2013, be approved and signed by the Chairman as a correct record.

33. Declarations of Interest

There were no declarations of interest.

34. Actions from the last meeting of the Board

The completed actions were noted. With reference to Actions 2 - 4 the Chairman welcomed the KCC Head of Integrated Youth Services, the KCC Assistant Head of Integrated Youth Services and the Chief Executive of CXK.

CHANGE OF AGENDA ITEM ORDER

With permission of the Board the Chairman delayed Agenda Item 4 to allow the KCC Area Education Officer (West Kent) time to arrive from another meeting.

35. Health

The SDC Head of Community Development reported that two Health and Wellbeing Board workshops had been held with guest speaker Professor Chris Bentley. The topic was health inequalities and how to address the issue and set appropriate targets.

The West Kent Health and Wellbeing Board had met and discussed inter agency working and decision making. An issue to be resolved was how the Board would relate to the KCC Health Overview Scrutiny Committee (HOSC). The North Kent Health and Wellbeing Board had yet to meet.

36. Youth Commissioning

Nigel Baker, KCC Head of Integrated Youth Services, introduced Andy Moreman the KCC Assistant Head of Integrated Youth Services and Sean Kearns Chief Executive of CXK as

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present to address issues raised at previous meetings (and as listed in Actions from the last meeting of the Board sees Minute 34).

The Chairman clarified that there were two main concerns: what youth provision was going to look like within the District; and, the concerns with the commissioning process especially with regards to rural provision. There was concern that there were a lower number of sessions proposed by CXK than had been previously in place or that had been offered by other providers within the commissioning process. As a commissioning model was to be more widely used in the future, it was important to clarify the actual role / involvement of the District.

Two documents were circulated: one outlined the youth service provision in Sevenoaks, Dartford and Gravesham; and the other was a map indicating direct and commissioned provision which the KCC Assistant Head of Integrated Youth Services commented on. Of particular note was the increased spend in the District and that it was only a small part of the total provision for 13 – 19 year olds, with a whole range of services offered by organisations such as Girls Guides and Scouting. The direct provision would be used to enhance and complement what was already in place. A good 'local youth offer' was meant to ensure resources were maximised and duplication avoided.

The Chief Executive of CXK advised that it was possible to provide services in additional rural areas on a fortnightly basis but that he had been commissioned to work in five areas weekly. In response to a question regarding cover for sessions if staff were to leave, Members were informed that CXK has been appointed on the basis of provision of sessions and had to ensure that they were appropriately staffed. The youth provision would reflect what young people aspired to have delivered, whether that be transport to activities or a regular place to meet. Staff from a range of backgrounds and mixed skills had been recruited and were currently undergoing safeguarding training; it was hoped the full programme of services would be running in time for the Easter break. The lead Youth Officer had commenced the previous week.

In response to questions the Board was advised that if an area was deemed to have significant issues, KCC street based work could be used to address these. The provision was flexible and there was twice the resource than six months ago. In response to a question from a Member regarding withdrawal of services if that became necessary, assurance was given that in the event that services were moved from one area to another, local consultation would be carried out. With the new model it meant that if further resources were found, for example Parish Council funding, work could be commissioned quickly and efficiently. The commissioning budget was £94,500 a year, for three years, but the amount awarded to each provider would not be disclosed. Performance was measured on outcomes.

Many County Councils had walked away from youth provision as the Government only required a strategic lead. KCC had decided to invest in direct delivery at a time where £1M savings had to be found within youth services. Free training, support and advice was offered to other providers.

The KCC Head of Integrated Youth Services offered to meet with the Chairman outside of the meeting to discuss the concern raised with regards to the commissioning of rural provision. It was agreed that it would be useful for the Board to review the service provided in a year's time, examine the outcomes and fine tune if necessary.

Action 1: KCC Assistant Head of Integrated Youth Services to facilitate a visit for Members any of the Board wishing to see the services in action.

Some Members were still concerned with regards to the commissioning process, rural provision and lack of continuity of service offered. Concern was also expressed as to the low level of consultation regarding which areas would receive services. . The Chairman accepted the *KCC Head of Integrated Youth Services* offer of a separate meeting to discuss these concerns further.

Action 2: Copies of the published contract outcomes report be made available.

The Head of Integrated Youth Services advised that this had been the first commissioning model rolled out and that other departments would benefit from this process. It was all new territory and he would do everything he could to address concerns. The Chief Executive of CXK said that he hoped to be a deliverer of choice.

***amendment made at meeting held on 11 September 21013**

37. Troubled Families

The SDC Head of Community Development reported that six Troubled Family workers had been appointed within Dartford, Gravesham and Sevenoaks. Kent Council for Addiction (KCA) had won the contract and were recruiting staff. The model was 6 weeks of practical hands on support (phase I), between 6 and 36 weeks appropriate intervention (phase II) and phase III was employment. She had heard that partners must be working with 75% of the cohort by the end of March. Despite the fact that the co-ordinators had only just been appointed, many of the families were already being worked with so she was confident this target could be met. Each family had to voluntarily complete a common assessment framework (CAF). This had caused a bottleneck and it was hoped that by providing an 'initiator' to talk to families this could be resolved. Jackie Marks had begun her new role as co-ordinator. She had spoken with primary Head Teachers who were keen and she was due to approach secondary school Head Teachers. The number of families allocated as yet was uncertain and had varied but was being looked into.

38. Education

Simon Webb, Area Education Officer (West Kent) advised that looking at provision within Sevenoaks for 2012/17 not many Primary schools were able to expand to provide the necessary spaces. With regards to a letter the Chairman had advised he had received from Lord Nash suggesting that CPO powers may be used to acquire the Wildernesse site for the proposed free school 'Trinity', which was currently ear marked for the satellite grammar school provision, he advised that KCC had not officially received this letter. Knole Academy was oversubscribed this year, but this could change if the free school secured accommodation. Knole Academy had received an Ofsted accreditation of 'Good' and he credited the Head Teacher and his team.

In response to a question he advised that the Head Teacher of Hextable Secondary School had left under mutual agreement following the recent Ofsted report. This had had

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a dramatic impact on subscription. An interim Head Teacher from Fulston Manor, Sittingbourne had been asked to lead the school until September 2013. He was an executive Head Teacher and an Accredited National Leader of Learning. Oasis Academy chain of schools, was looking at taking over the school.

By 2019 ten extra forms for secondary education would be required therefore closing the school was not an option because 4/500 spaces could not be found elsewhere. Parental confidence needed to be restored. He hoped that transport would be provided to children from Edenbridge to any new Sevenoaks schools. However this could not be guaranteed as all policies are subject to change.

39. Community Plan

The SDC Had of Community Development presented the final draft of the Community Plan 2013-2016 and 15 Year Vision. This was to be presented to partner agencies for final sign off and SDC Cabinet in April subject to any views the Board may have. Following a request at the previous meeting she had prepared ten suggestions for priorities for which stretched targets could be applied. The Board agreed that specific targets were not required but would look at appropriate themes at the next meeting, and that SDC Officers should come forward with a small 'basket' of appropriate targets for future monitoring.

THE MEETING WAS CONCLUDED AT 8.40 PM

CHAIRMAN