

AGENDA

MAIDSTONE LOCALITY BOARD MEETING



Date: Wednesday 20 March 2013

Time: 2.00 pm

Venue: Town Hall, High Street,
Maidstone

Membership:

Councillors Beerling, Chittenden, Daley,
Garland (Chairman), Mrs Gooch, Greer, Hotson,
D Mortimer, Paine, Mrs Ring, Mrs Stockell,
J.A. Wilson and Mrs Wilson

Martin Adams, Kent Fire and Rescue Service

Dave Ashdown, JobCentrePlus

Robert Harry Bird

Chief Inspector Jon Bumpus, Kent Police

Paul Carter, Kent County Council

Alan Chell, Kent County Council

Councillor Gary Cooke, Kent County Council

Jay Edwins, NHS West Kent

Mr John Hughes

Charlotte Osborn-Forde, Voluntary Action
Maidstone

Dr Garry Singh, Maidstone and Malling GP
Consortia

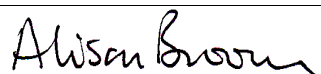
John Taylor, Maidstone Chamber of Commerce

Councillor Mrs Jenny Whittle, Kent County
Council

Continued Over/:

Issued on 7 March 2013

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**Alison Broom, Chief Executive, Maidstone Borough Council,
Maidstone House, King Street, Maidstone Kent ME15 6JQ**

1. Apologies for Absence
2. Minutes of the Meeting held on 17 December 2012 1 - 5
3. Action Log and Matters Arising 6 - 7
4. Chair's Annual review Report (2012/13) 8 - 9
5. Locality Board Priority Group Chair Updates (Verbal)
 - **Community Budgets (Troubled Families)**, Cllr Chris Garland, Chair of the Maidstone Locality Board
 - **Tackling Worklessness and Poverty**, Mr Gary Cooke, Deputy Cabinet Member for Education, Learning and Skills, Kent County Council
 - **Local Environmental Improvements**, Cllr Marion Ring, Cabinet Member for Environment, Maidstone Borough Council
6. Locality Board Task and Finish Group Chair Update (Verbal)
 - **Future Library Services**, Mrs Paulina Stockell, Vice Chair of the Maidstone Locality Board
 - **Kent Commissioning Plan for Education provision**, Mrs Paulina Stockell, Vice Chair of the Maidstone Locality Board
 - **Youth Service Transformation**, Cllr Gary Cooke, Kent County Council
7. Improving Life Chances - Tackling Child Poverty (presentations)

Overview: Debra Exall, Strategic Relationships Adviser, Kent County Council

Public Health Inequalities: Supporting the Marmot Review, Jay Edwins, Head of Strategic Partnerships, NHS Kent and Medway

Cast Study: Working with Troubled Families, Corinne Turner, Talking Point Co-ordinator/Greenwich Building Bridges and Annette Hill, Project Manager, West Kent Intensive Family Work Services, Family Action
8. Any Other Business

Gateway Volunteers (film), Charlotte Osborn-Forde, Chief Executive, Voluntary Action Maidstone

MAIDSTONE LOCALITY BOARD MEETING

**17 December 2012, 2.30 - 4.30 pm, Darent Room, County Hall,
Maidstone**

Present:	Simon Alland	Substituting for CI Jon Bumpus, Kent Police
	Dave Ashdown	District Manager, Jobcentre Plus
	Cllr Bird	Kent County Council
	Cllr Butcher	Substituting for Cllr John Hughes, Kent Association of Local Councils (KALC)
	Cllr Carter	Kent County Council
	Cllr Chell	Kent County Council
	Cllr Chittenden	Kent County Council
	Cllr Cooke	Kent County Council
	Cllr Daley	Kent County Council
	Jay Edwins	NHS West Kent
	Cllr Garland	Maidstone Borough Council
	Cllr Greer	Maidstone Borough Council
	Cllr D Mortimer	Maidstone Borough Council
	Cllr Mrs Ring	Maidstone Borough Council
	Cllr Mrs Stockell	Kent County Council
	John Taylor	Director, Kent Invicta Chamber of Commerce
	Cllr Mike Whiting	Cabinet Member for Education, Learning and Skills, Kent County Council
	Cllr Mrs Whittle	Kent County Council

MINUTES	
30.	<p>Apologies for Absence</p> <p>Apologies for absence were received from Cllr Fay Gooch, Cllr John A. Wilson, Cllr Eric Hotson, Cllr Fran Wilson, Cllr Stephen Paine, Cllr Stephen Beerling, Chief Inspector Jon Bumpus, Charlotte Osborne-Forde, Martin Adams and Cllr John Hughes.</p>
31.	<p>Minutes</p> <p><u>RESOLVED:</u> That the Minutes of the Meeting held on 1 October 2012 be approve as a correct record and signed.</p>
32.	<p>Matters and Actions Arising</p>

	MINUTES
	All matters and actions arising agreed and all are on target.
33.	<p>Troubled Families - County Overview and Maidstone's Proposal (presentation)</p> <p>Overview: The Troubled Families programme is based on a Payment By Results scheme, which will be front loaded in the first year, with an attachment fee of £3,200 per family and an additional Payment by Result payment of £700 per family. Families are identified through the following criteria; school exclusions, worklessness and crime/antisocial behaviour - families identified will need to meet two out of the three criteria. The Troubled Families programme provides the opportunity to redesign and transform services which support these families, aligning and targeting programmes, particularly around early intervention and prevention work. The Troubled Families programme is supported by a multi-agency governance model.</p> <p>Troubled Families continues the work that was undertaken as part of Kent's Community Budgets pilot in 2011. The lessons learnt from these pilots, particularly around the success of intensive family intervention and workforce development and support has been fed into the Troubled Families model with Local Project Boards now set up in each of the Kent districts. Central government estimates a £62-75k saving per family engaged and supported through Troubled Families.</p> <p>Kent's Troubled Families programme has established links with the European Social Fund 'Progress' programme being delivered by Skills Training UK across Kent. The Progress programme has been designed to move participants closer to the labour market and could potentially provide the 'exit strategy' for those families who are participants of the Kent's Troubled Families.</p> <p>The district target for Maidstone is to work with 80 families in Year 1 and indicatively in Year 2, starting April 2013, a target of 81 families. The latest reconciled number is 69.</p> <p>Ellie Kershaw has been appointed as the Maidstone based local Project Delivery Manager based at Maidstone Borough Council. Maidstone's next steps will be to agree the establishment of a Project Board from current local bodies and a Local Operational group supported through an expanded Maidstone Community Safety Unit. There are opportunities to align with other services such as the Kent Integrated Adolescent Support Service being piloted and due to be rolled out across Kent in 2013.</p> <p>Those families engaged through Troubled Families will be asked to consider/agree to a Family CAF. Families will be allocated a Case Worker to provide a wraparound support service linking in with local service providers. For very intensive families, FIP workers will be utilised and two will be allocated from February 2013.</p> <p>Discussion - key points:</p> <ul style="list-style-type: none"> • Troubled Families will provide intensive, direct support to families tailored around the key issues e.g. educational attainment, offending, antisocial behaviour etc.

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	<ul style="list-style-type: none"> • Most families will have issues they want help with, for example, social housing, help with children and alcohol problems. The FIP workers will trigger a good relationship with each family. Inherent issues such as debt, for example, rental arrears and money management will also be addressed. • Each district will identify different needs and issues to support their approach to Troubled Families in their localities. Through lessons learnt from the pilot projects, Troubled Families will encourage a positive and innovative use of public money to support the identified families through a multi-agency, team around the family concept. • There is the potential to penalise those families who do not engage. Family Liaison Officers who are in schools supporting families on a daily basis will be engaged and utilised. • A conversation will need to take place with frontline practitioners to review the 69 families identified in Maidstone and help facilitate discussions to get them nearer to supporting themselves and into employment. • The Troubled Families outcomes and evaluation model will provide a framework to enable results to be monitored e.g. school exclusions, criminal justice and employment performance. • Identification of the 69 families has been completed and meetings taken place with frontline practitioner agencies e.g. Kent Police and Youth Offending Service to build case profiles. MBC's recently appointed Skills and Employability Co-ordinator will be overseeing a needs database and compare data against families to ensure there is a complete case history. • Next steps will be to hold the first meeting of the Project Board and Operational Group. Work will start to identify the first 10 families, which will be presented to the Project Board for consideration and approval. Each family will need to be carefully considered and profiled, which will take time, but it is essential the FIP workers understand the existing issues, concerns (e.g. serious level of criminality) and service engagement already existing around each family member. <p>Recommendation: The Maidstone Locality Board were asked to;</p> <ul style="list-style-type: none"> • Approve the proposed governance arrangements • Consider progress updates and recommendations from the Project Board – at each Board meeting • Approve the Local project plan (a 'live working document') - March 2013 • Approve the outcomes and evaluation framework – March 2013 <p>Decisions: The Maidstone Locality Board approved the recommendations set out above.</p>
34.	<p>Locality Board Priorities and Performance</p> <p>Overview: In March 2012, the Maidstone Locality Board approved the following three priorities; Community Budgets; Tackling Worklessness and Poverty; and Local Environmental Improvements. The paper circulated outlines each of the priorities in more depth and provides a performance framework and score card for each.</p>

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Discussion - key points:

- The report is based on a partnership approach with references to Maidstone Borough being the geographical area rather than the District Council. Other agencies across the borough are part of the approach to tackle issues, particularly around employment, skills and training.
- It was suggested that the work of the Maidstone Worklessness Forum, being led by Golding Homes, could be reflected into the Reducing Worklessness and Poverty priority.
- Jobcentre Plus has a structure in place to help support the priorities and is engaged with the Locality Board support officers.
- Need to consider transport costs and links (particularly buses and trains links), which should be integrated into each priority.

Recommendation:

The Maidstone Locality Board were asked to endorse;

- The Community Budgets priority becoming Community Budgets (Troubled Families). The sub-group overseeing this priority will therefore effectively become the Local Project Board for the Troubled Families programme in Maidstone.
- Establishment of Chairs against each priority sub group.

Decisions:

The Maidstone Locality Board approved the following:

- Agreed a Chair for each of the priority sub groups as follows;
 - **Community Budgets (Troubled Families)** – Cllr Chris Garland
 - **Tackling Worklessness and Poverty** – Cllr Gary Cooke
 - **Local Environmental Improvements** – Cllr Marion Ring

Each Project Lead will establish a Project Group (meeting quarterly), consisting of county and district members and local agencies, subject to approval by the Maidstone Locality Board Chair and Vice Chair.

35.

Kent Commissioning Plan for Education Provision

Overview:

The first draft of Kent's Commissioning Plan for Education Provision was published in October 2012. Local knowledge is essential to this process, with discussions taking place around future housing needs and development proposals (including Section 106 contributions and Community Infrastructure Levy) with a borough-specific focus sufficiently localised to support school place planning. Maidstone Locality Board is being asked to look at the locality to ensure children are being allocated spaces within their immediate locality, rather than further away from their locality. KCC will be working hard to bring all schools up to standard across the county.

Discussion - key points:

- Funding for new school places via the procurement process needs to be done in partnership with the Borough Council, particularly around planning decisions and future housing needs to ensure this can be factored into pupil forecast numbers and overall infrastructure needs.
- Enhancing parental choice is essential to support local school places for local children.

	MINUTES
	<ul style="list-style-type: none"> • Enable a balance in the commissioning process and school standards measures - as many secondary schools are now academies, KCC does not have direct control of these and this needs to be factored into plans, particularly through MBC's planning process. • Projected figures in the circulated paper we queried – with projected housing figures and school places not matching - figures need to be brought up to date as soon as possible. • Place planning is difficult with the introduction of 'free' schools, which do not necessarily take into account locality planning. The Secretary of State has started discussions with KCC. <p>Recommendation: The Maidstone Locality Board were asked to agree;</p> <ul style="list-style-type: none"> • The establishment of a focus group, on a task and finish basis, to include elected Member representation from both County and Borough members and other interested Maidstone Locality Board partners. • It was noted that a joint KCC and MBC officer group has been established looking at infrastructure demand, including housing, transport, parks and open spaces and school places. It is essential for information is shared as there are limitations to the choice of spatial agreements. A fresh piece of work is underway (due April 2013) regarding land availability and an increased housing target. <p>Decisions: The Maidstone Locality Board endorsed the recommendation. GC proposed that Paulina Stockell lead on this focus group. The proposal was approved by the Chair.</p>
36.	<p>Any Other Business</p> <p>Future Kent Libraries provision update (paper) <i>Paulina Stockell, Maidstone Rural West Division, Kent County Council and Vice-Chair of the Maidstone Locality Board</i></p> <ul style="list-style-type: none"> • The Libraries provision discussion is ongoing regarding the future service model for each individual library within the borough. The Locality Board will be updated as progress is made. <p>Information Items The following papers had been circulated with the agenda and were noted:</p> <ul style="list-style-type: none"> • Youth Services Transformation update (paper), Nigel Baker, Kent County Council <p>Make Kent Quicker update (paper), Abi Jessop, Kent County Council</p>
37.	<p>Duration of Meeting</p> <p>2.30 p.m. to 4.30 p.m.</p>

Agenda Item 3

AGENDA ITEM 1

MAIDSTONE LOCALITY BOARD Action/Matters Arising Log 17 December 2012

Agenda Item	Actions/Matters Arising	Lead	Deadline	Status
MLB Meeting 28 March 2012				
3.3/280312	Following the refinement of objectives and actions, the Locality Board approaches all housing associations operating in the borough to encourage them to make the best use of the local skills and when maintaining their properties to employ local tradesmen	ZC	By Mar 2013	On target
MLB Meeting 25 June 2012				
3/250612	Tackling Worklessness 1. Establish a co-ordinating function within MBC; 2. Identify and engage with 10 local employers to support and mentor young people NEET; 3. Secure 50 work experience placements; 4. Use Connexions data to identify 30 NEETs and work with them into employment within 6 months.	ZC EK EK EK	By 31 Dec 2012 By 31 Mar 2013 and on-going	Complete All actions on target
MLB Meeting 1 October 2012				
2/011012	Maidstone Locality Board priorities and dashboard 1. Development of the Local Environmental Improvements Report Card. 2. Development of the Locality Board dashboard and regular reports for the Board on how these indicators are changing for Maidstone.	DE/AJ CW	By Mar 2013 By Mar 2013	Complete On target
3/011012	Tackling worklessness and poverty 1. Identify which agencies present issues/ barriers etc. and how these can be addressed. 2. Identify how schools and young people (particularly 14-19 year olds) can be supported with volunteering placements.	EK EK	By 31 Mar 2013	All actions on target
3.2/011012	Maidstone's offer to co-ordinate support into employment 1. Create a matching website for skills training, volunteer and apprenticeship opportunities; 2. Work with business to create a starter guide to setting up your own business; 3. Identify and prioritise employment, education and training needs with young	EK EK EK	By Mar 2013	All actions on target

Agenda Item	Actions/Matters Arising	Lead	Deadline	Status
	<p>people and business;</p> <p>4. Identify and secure external funding for projects that improve access to employment;</p> <p>5. Investigate issues around transport costs – set up a task and finish group.</p>	EK		
3.3/011012 4/011012	<p>Maidstone Integrated Local Area Workforce Strategy</p> <p>1. Support a 'We Care in Maidstone' initiative to recruit and incentivise young people into social care (apprenticeships, work experience, work with young people's community services);</p> <p>2. To take forward these actions through the Tackling Worklessness and Poverty priority sub-group.</p>	SR/JC /KM	Ongoing	All actions on target
6/0011012	<p>Any Other Business</p> <p>1. Review the Health and Wellbeing group and Local Children's Trust Board</p> <p>2. Dissolve the Economic Development group and establish the Maidstone Business Partnership</p> <p>3. Dissolve the Environmental Equality group as part of the creation of the Environmental Improvements priority sub-group.</p>	SR/AJ	Jun 2013	On target
		SR	Dec 2012	Complete
		SR	Dec 2012	Complete
MLB Meeting 17 December 2012				
3.4/171212	<p>Locality Board Priorities and Performance Each Project Lead will establish a Project Group (meeting quarterly), consisting of county and district members and local agencies, subject to approval by the Maidstone Locality Board Chair and Vice Chair.</p> <p>Community Budgets (Troubled Families) – Cllr Chris Garland</p> <p>Tackling Worklessness and Poverty – Mr Gary Cooke</p> <p>Local Environmental Improvements – Cllr Marion Ring</p>	SR/AJ	March 2013	Complete
4.4/171212	<p>Kent Commissioning Plan for Education Provision Ensure existing task and finish group includes elected Member representation from both County and Borough members and other interested Maidstone Locality Board partners. Paulina Stockell to lead and agree representation to Alison Broom.</p>	PS/AJ /SR	March 2013	Complete

MAIDSTONE LOCALITY BOARD Annual update and future work plan January 2012 – December 2013

	Actions completed
Jan 2012	<ul style="list-style-type: none"> • Board Governance, Composition and Membership approved • Maidstone Constitution approved (<i>to be reviewed April 2013</i>) • Maidstone Locality Board Terms of Reference approved (<i>to be reviewed April 2013</i>) • Maidstone Locality Board Agenda Setting and Action Steering Group established • Maidstone Locality Board Priorities Focus Group established
Mar 2012	<ul style="list-style-type: none"> • Maidstone Locality Board agreed as Project Board for Maidstone Community Budgets programme • Task and Finish group established for KCC Libraries – future service proposals to progress community engagement, consider current service delivery and future service delivery options • Task and Finish group established for Transforming Youth Services in Maidstone to ensure current local youth service provision is mapped, agree commissioning framework and decide the blueprint for youth services in Maidstone • Endorsed the abolition of Neighbourhood Forums, and for the Locality Board to seek to establish the most appropriate Community Engagement approach to replace the Neighbourhood forums • Endorsed support of the Integrated Local Area Workforce Strategy (InLAWS) in Maidstone • Endorsed support of the Local Children’s Trust Help a Maidstone Child fund
Jun 2012	<ul style="list-style-type: none"> • Maidstone Locality Board Priorities approved; <i>Community Budgets (Troubled Families)</i> <i>Tackling Worklessness and Poverty</i> <i>Local Environmental Improvements</i> • Maidstone Locality Board Priority Sub-Groups Performance dashboard completed • Review of Maidstone Local Strategic Partnership Delivery Groups completed and agreement to: <ul style="list-style-type: none"> • <i>Review the Health and Wellbeing group and Local Children’s Trust Board</i> • <i>Dissolve the Economic Development group and establish the Maidstone Business Partnership</i> • <i>Dissolve the Environmental Equality group as part of the creation of the Environmental Improvements priority sub-group</i> • Endorsed support for promoting Broadband – Make Kent Quicker campaign to maximise the numbers supporting broadband investment in the borough
Sept 2012	<ul style="list-style-type: none"> • Priority: Tackling Worklessness and Poverty. The MLB agreed to; <ul style="list-style-type: none"> • <i>Invite Job Centre Plus to join the Maidstone Locality Board.</i> • <i>Establish a co-ordinating function within MBC</i> • <i>Identify and engage with 10 local employers to support and mentor young people NEET</i> • <i>Secure 50 work experience placements</i> • <i>Use Connexions data to identify 30 NEETs and work with them into employment</i> • <i>Present findings of barriers to employment and make further recommendations</i> • MLB member organisations agreed to individually respond, as appropriate, to consultation document Draft Commissioning Plan for Education Provision 2012-17 • Maidstone Locality Board website and logo launched
Dec 2012	<ul style="list-style-type: none"> • Task and Finish group established for KCC Consultation: Draft Commissioning Plan for Education Provision 2012-17

	Future Work Plan
2013	<ul style="list-style-type: none"> • Endorse Maidstone Locality Board Priority Sub-Group Action Plans • Review Maidstone Locality Board Constitution • Review Maidstone Locality Board Terms of Reference • Maidstone Locality Board Away Day • Develop a Community Engagement Strategy for Maidstone Locality Board • Health and Wellbeing Board and Public Health – develop links to the Maidstone Locality Board priorities • 14-24 Learning Employment and Skills Strategy 2012-2015 • Adult Social care transformation programme