

**TONBRIDGE AND MALLING BOROUGH COUNCIL**

**COMMUNITY DEVELOPMENT ADVISORY BOARD**

**Wednesday, 3rd March, 2010**

**Present:** Cllr D A S Davis (Chairman), Cllr Ms S V Spence (Vice-Chairman), Cllr C Brown, Cllr F R D Chartres, Cllr Mrs C A F Grant, Cllr R D Lancaster, Cllr A G Sayer, Cllr Miss J L Sergison and Cllr Mrs E A Simpson.

Councillors Aikman, Mrs Anderson, Ms Atkinson, Balfour, Baldock, Court, Cure, Dobson, and Worrall were also present pursuant to Council Procedure Rule No 15.21.

Apologies for absence were received from Councillors Keeley, Mrs Woodger and the Cabinet Member for Community Development.

**PART 1 - PUBLIC**

**CD  
10/001**

**DECLARATIONS OF INTEREST**

The following Members declared personal and prejudicial interests in the item regarding Voluntary Sector Grants - 2010/11 on the grounds of membership of the organisations indicated and they withdrew from the meeting during its consideration:

- § Councillor Mrs Anderson (Tonbridge and Malling Citizens Advice Bureau)
- § Councillor Ms Atkinson (Age Concern Tonbridge)
- § Councillor Cure (member of Age Concern Tonbridge and Chairman of Trustees of the Tonbridge Volunteer Centre)
- § Councillor D Davis (Mediation Service)
- § Councillor Worrall (Director of Trustees of Age Concern Malling)

Since the Chairman withdrew from the meeting during consideration of this item, the Chair was taken by the Vice-Chairman.

Councillor Lancaster declared a personal interest in the same item on the grounds that a member of his family was a volunteer at Tonbridge and Malling Citizens Advice Bureau.

Councillor Aikman declared a personal interest in the item related to Federation of Small Businesses - Small Business Engagement Accord as he was a member of the Federation.

**CD  
10/002**

## **MINUTES**

**RESOLVED:** That the notes of the meeting of the Community Development Advisory Board held on 16 November 2009 be approved as a correct record and signed by the Chairman.

### **MATTERS FOR RECOMMENDATION TO THE CABINET**

**CD  
10/003**

#### **WEST KENT INVESTMENT STRATEGY - REVISED DRAFT**

Decision Notice D100030MEM

The joint report of the Cabinet Member for Community Development and the Chief Executive presented a second draft Strategy revised in response to comments received from partner agencies. Consideration was given to a suggested response to the further draft document prior to its final adoption by the West Kent Partnership.

It was noted that local partners had drawn up a detailed action plan setting out the key economic and infrastructure priorities needed to achieve the overall aims and objectives of the strategy. Effective implementation of the strategy required an on-going commitment to joint working amongst key partners, which Members welcomed.

**RECOMMENDED:** the revised draft West Kent Investment Strategy be endorsed, subject to amendments being made to reflect the comments set out at paragraph 1.3.2 of the report.

**CD  
10/004**

#### **BOROUGH COMMUNITY DEVELOPMENT PARTNERSHIP - UPDATE**

Decision Notice D100031MEM

The joint report of the Cabinet Member for Community Development and the Chief Executive provided an update on proposals to establish a single community development partnership for the Borough. Subject to ensuring that such work continued to focus primarily on the three priority communities of East Malling, Snodland and Trench, negotiations had commenced with key partners with a view to securing support for, and financial commitment towards, the establishment of a single partnership from April 2010. The report also outlined partner support and future funding.

It was noted that Kent Police, West Kent Primary Care Trust and Russet Homes had expressed support in principle for the proposal. Two local partners, the Snodland Partnership and East Malling and Larkfield Parish Council, had agreed to continue funding their local community development workers.

The Board was advised that the proposed Borough Community Development Partnership sought to provide longer term sustainability for important local community development work and that the Borough Council would act as the financial administrator for the partnership to

ensure that proper accounting procedures were followed.

Members acknowledged the valuable contribution and hard work of external partners and the Community Development Team for the excellent partnership working to improve and develop the local community.

**RECOMMENDED:** That progress towards the formation of a Borough Community Development Partnership be noted and a further report be made to the next meeting of the Advisory Board.

**CD  
10/005**

## **COMMUNITY SAFETY PARTNERSHIP DRAFT ACTION PLAN**

Decision Notice D100032MEM

The Chief Executive sought endorsement of the draft Community Safety Partnership Action Plan for 2010/11. Key issues to be addressed included anti-social behaviour and violent crime. It was noted that some aspects needed to be finalised with partners and a final copy of the Action Plan would be presented to the Community Safety Partnership at its meeting on 26 April 2010.

Members recognised the excellent work undertaken by the Community Safety Partnership and were confident that good progress would continue to be made in 2010/11. However, concern was expressed at the high levels of anti-social behaviour experienced by residents, the perception arising from youths gathering and under age drinking. The intention of working in conjunction with the Kenward Trust in engaging with and educating young people on alcohol related issues was reported.

Police visibility in the local community and lack of confidence in the effectiveness of CCTV, especially the mobile cameras, was discussed. Members were assured that Tonbridge and Malling Borough Council remained committed to CCTV, in particular the fixed equipment, although it was acknowledged that the current kit needed to be reviewed and digitalised. There would be an ongoing and serious financial commitment to CCTV, subject to finalising equipment specifications.

**RECOMMENDED:** That the draft Community Safety Partnership Action Plan for 2010/11, as set out in the Annex to the report, be supported and endorsed.

**CD  
10/006**

## **VOLUNTARY SECTOR GRANTS - 2010/11**

Decision Notice D100033MEM

The report of the Chief Executive reviewed performance against adopted Service Level Agreements for the Borough's key voluntary sector bodies and sought agreement on grant support for the coming financial year. Members noted that all of the reports submitted

demonstrated good progress against objectives set out in the service level agreements, although little progress had been made towards the two Age Concern organisations working closer together as referenced in their adopted service level agreements. It was recommended that the 2009/10 service level agreements for the two Age Concerns be extended for a further year.

The significant increase in approaches to the Tonbridge and Malling Citizens Advice Bureau during the current economic climate was also noted.

Due to pressures from the County Council on the two Age Concerns, the voluntary organisations would be encouraged to ring fence any grant awarded to ensure that services would be provided for the benefit of Tonbridge and Malling residents.

**RECOMMENDED:** That:

(1) a grant of £10,000 be offered to the Tonbridge Volunteer Centre for 2010/11;

(2) a grant of £6,000 be offered to Maidstone Mediation for 2010/11;

(3) grants of £10,000 be offered to Age Concern Malling and Age Concern Tonbridge for 2010/11 and Service Level Agreements be extended for a further year; and

(4) a grant of £111,000 be offered to the Tonbridge and Malling Citizens Advice Bureau for 2010/11.

**CD  
10/007**

## **FEDERATION OF SMALL BUSINESSES - SMALL BUSINESS ENGAGEMENT ACCORD**

Decision Notice D100034MEM

Members gave consideration to whether the Borough Council should become a signatory to the Small Business Engagement Accord promoted by the Federation of Small Businesses to encourage productive dialogue. It was suggested that a business engagement champion be identified within the Council who could provide leadership on improving engagement processes across various council services. Members welcomed this initiative recognising it was important to support and encourage small businesses, especially in the current economic climate.

**RECOMMENDED:** That the Borough Council agree to be a signatory to the Federation of Businesses' Small Business Engagement Accord.

## **MATTERS SUBMITTED FOR INFORMATION**

### **CD 10/008 UPDATE FROM THE COMMUNITY SAFETY PARTNERSHIP**

Members received an update on the work of the Community Safety Partnership including progress on tackling anti-social behaviour and the Safer Towns Co-ordinator initiative. It was noted that from April 2010 the Community Safety Team within the Borough Council would be co-located with police officers as part of a new Community Safety Unit. This would be based within the Borough Council offices at Kings Hill, located in the Gibson East Wing.

### **CD 10/009 MINUTES OF THE RECENT MEETINGS OF THE LOCAL STRATEGIC PARTNERSHIP AND THE WEST KENT PARTNERSHIP**

Minutes of the meeting of the Tonbridge and Malling Local Strategic Partnership held on 10 February 2010 were presented and noted by Members.

Minutes of the meeting of the West Kent Partnership held on 21 January 2010 were presented.

## **MATTERS FOR CONSIDERATION IN PRIVATE**

### **CD 10/010 EXCLUSION OF PRESS AND PUBLIC**

No items were considered in private.

The meeting ended at 2056 hours

# TONBRIDGE & MALLING BOROUGH COUNCIL

## RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR  
Community Safety**

**Decision No: D100030MEM**

**Date: 3rd March 2010**

### **Decision(s) and Reason(s)**

#### **West Kent Investment Strategy - Revised Draft**

**(Joint Report of Cabinet Member for Community Development and  
Chief Executive)  
(Appendix)**

**The report presented a second draft Strategy revised in response to comments received from partner agencies. Consideration was given to a suggested response to the further draft document prior to its final adoption by the West Kent Partnership.**

Following consideration by the Community Development Advisory Board, the Cabinet Member for Community Safety resolved that the revised draft West Kent Investment Strategy be endorsed, subject to amendments being made to reflect the comments set out at paragraph 1.3.2 of the report.

Reasons: As set out in the report submitted to the Community Development Advisory Board of 3 March 2010.

Signed Cabinet Member for M Dobson  
Community Safety:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

**Date of publication: 05 March 2010**

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

In accordance with Paragraph 2, Annex 1 of the Executive Procedure Rules, the Leader nominated the Cabinet Member for Community Safety to take this decision in the absence of the Cabinet Member for Community Development.

# TONBRIDGE & MALLING BOROUGH COUNCIL

## RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR  
Community Safety**

**Decision No: D100031MEM**

**Date: 3rd March 2010**

<b>Decision(s) and Reason(s)</b>
<b>Borough Community Development Partnership - Update</b>
<b>(Joint Report of Cabinet Member for Community Development and Chief Executive)</b>
<b>(Appendix)</b>
<b>The report provided an update on proposals to establish a single community development partnership for the borough.</b>
Following consideration by the Community Development Advisory Board, the Cabinet Member for Community Safety resolved that progress towards the formation of a Borough Community Development Partnership be noted and a further report be made to the next meeting of the Advisory Board.
Reasons: As set out in the report submitted to the Community Development Advisory Board of 3 March 2010.

Signed Cabinet Member for M Dobson  
Community Safety:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

**Date of publication: 05 March 2010**

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**TONBRIDGE & MALLING BOROUGH COUNCIL**

**RECORD OF DECISION**

**Decision Taken By: CABINET MEMBER FOR  
Community Safety**

**Decision No: D100032MEM**

**Date: 3rd March 2010**

**Decision(s) and Reason(s)**

**Community Safety Partnership Draft Action Plan**

**(Report of Chief Executive)  
(Appendix)**

**The report sought endorsement of the draft Community Safety Partnership Action Plan for 2010/11. Key issues to be addressed included anti-social behaviour and violent crime. It was noted that some aspects needed to be finalised with Partners and a final copy of the Action Plan would be presented to the Community Safety Partnership at its meeting on 26 April 2010.**

Following consideration by the Community Development Advisory Board, the Cabinet Member for Community Safety resolved that the draft Community Safety Partnership Action Plan for 2010/11, as set out in the Annex to the report, be supported and endorsed.

Reasons: As set out in the report submitted to the Community Development Advisory Board of 3 March 2010.

Signed Cabinet Member for M Dobson  
Community Safety:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

**Date of publication: 05 March 2010**

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.



# TONBRIDGE & MALLING BOROUGH COUNCIL

## RECORD OF DECISION

Decision Taken By: **CABINET MEMBER FOR  
Community Safety**

Decision No: **D100033MEM**

Date: **3rd March 2010**

### Decision(s) and Reason(s)

#### **Voluntary Sector Grants - 2010/11**

**(Report of Chief Executive)**

**(Appendix 1)**

**(Appendix 2)**

**(Appendix 3)**

**(Appendix 4)**

**(Appendix 5)**

**The report reviewed performance against adopted Service Level Agreements for the Borough's key voluntary sector bodies and sought agreement on grant support for the coming financial year.**

Following consideration by the Community Development Advisory Board, the Cabinet Member for Community Safety resolved that:

- 1) a grant of £10,000 be offered to the Tonbridge Volunteer Centre for 2010/11;
- 2) a grant of £6,000 be offered to Maidstone Mediation for 2010/11;
- 3) grants of £10,000 be offered to Age Concern Malling and Age Concern Tonbridge for 2010/11 and Service Level Agreements be extended for a further year; and
- 4) a grant of £111,000 be offered to the Tonbridge and Malling Citizens Advice Bureau for 2010/11.

Reasons: As set out in the report submitted to the Community Development Advisory Board of 3 March 2010.

[Councillor Worrall declared a personal and prejudicial interest as the Director of Trustees of Age Concern Malling and he withdrew from the meeting during consideration of this item.]

Signed Cabinet Member for M Dobson  
Community Safety:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

**Date of publication:** 05 March 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

In accordance with Paragraph 2, Annex 1 of the Executive Procedure Rules, the Leader nominated the Cabinet Member for Community Safety to take this decision in the absence of the Cabinet Member for Community Development.

# TONBRIDGE & MALLING BOROUGH COUNCIL

## RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR  
Community Safety**

**Decision No: D100034MEM**

**Date: 3rd March 2010**

<b>Decision(s) and Reason(s)</b>
<b>Federation of Small Businesses - Small Business Engagement Accord</b>
<b>(Report of Chief Executive) (Appendix)</b>
<b>Consideration was given to whether the Borough Council should become a signatory to the Small Business Engagement accord.</b>
Following consideration by the Community Development Advisory Board, the Cabinet Member for Community Safety resolved that the Borough Council agree to be a signatory to the Federation of Businesses' Small Business Engagement Accord.
Reasons: As set out in the report submitted to the Community Development Advisory Board of 3 March 2010.

Signed Cabinet Member for M Dobson  
Community Safety:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

**Date of publication:** 05 March 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

In accordance with Paragraph 2, Annex 1 of the Executive Procedure Rules, the Leader nominated the Cabinet Member for Community Safety to take this decision in the absence of the Cabinet Member for Community Development.