

TONBRIDGE & MALLING BOROUGH COUNCIL



EXECUTIVE SERVICES

Chief Executive

Julie Beilby BSc (Hons) MBA

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NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.

Contact: Committee Services
committee.services@tmbc.gov.uk

6 April 2018

To: MEMBERS OF THE TONBRIDGE FORUM
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Tonbridge Forum to be held in the Riverside Lounge, Angel Centre, Tonbridge on Monday, 16th April, 2018 commencing at 7.30 pm

There will be opportunity to table any questions at 7.25 pm

Yours faithfully

JULIE BEILBY

Chief Executive

AGENDA

1. Apologies for absence

2. Minutes

5 - 14

To confirm as a correct record the Minutes of the meeting of Tonbridge Forum held on 4 December 2017

3. Update on any action identified in the last Minutes
4. Question from the Local Member for Trench Ward

Councillor Georgina Thomas asked for an update regarding the cycle path/access near the Slade School. A response from Kent County Council has been requested.

5. Update on Tonbridge Station Improvements and High Street Review

Mr Jamie Watson (Senior Schemes Programme Manager – Kent County Council)

6. Tonbridge Fairtrade Town 15 - 22
 - *The report of the Chief Executive, considered by the Economic Regeneration Advisory Board of 21 February 2018, sets out proposals aimed at making Tonbridge a Fairtrade town*
 - *Cabinet Member Decision*
 - *Extract of Minutes*
7. Kent Police Update
8. Kent County Council Services Update 23 - 28
9. Tonbridge and Malling Borough Council Services Update

DISTRIBUTION

Borough Council Representatives:

Cllr N J Heslop (Chairman)
Cllr C P Smith (Vice-Chairman)
Cllr Mrs J A Anderson
Cllr O C Baldock
Cllr Mrs P A Bates
Cllr P F Bolt
Cllr V M C Branson
Cllr D J Cure
Cllr Mrs M F Heslop
Cllr R D Lancaster
Cllr M R Rhodes
Cllr Miss G E Thomas
Cllr F G Tombolis

Members of the Forum:

Mr R Long (County Councillor)
Mr M Payne (County Councillor)
The Bridge Trust
Kent Police (Tonbridge)
St John's Ambulance
Society of Friends
Tonbridge Allotments and Gardens
Tonbridge and Malling Seniors
Tonbridge Art Group
Tonbridge Area Churches Together
Tonbridge Citizens' Advice Bureau
Tonbridge Civic Society
Tonbridge District Scout Council
Tonbridge Historical Society
Tonbridge Line Commuters
Tonbridge Lions Club
Tonbridge Music Club
Tonbridge Philharmonic Society
Tonbridge Rotary Club
Tonbridge Sports Association
Tonbridge Theatre and Arts Club
Tonbridge Town Team
University of the Third Age
Women's Institute

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TONBRIDGE AND MALLING BOROUGH COUNCIL

TONBRIDGE FORUM

Monday, 4th December, 2017

Present: Cllr N J Heslop (Chairman), Cllr C P Smith (Vice-Chairman), Cllr Mrs J A Anderson, Cllr O C Baldock, Cllr P F Bolt, Cllr V M C Branson, Cllr D J Cure, Cllr Miss G E Thomas, Cllr F G Tombolis.

Together with County Councillors Mr R Long, Mr M Payne and representatives from:

Tonbridge Area Churches Together	Tonbridge Philharmonic Society
Tonbridge Civic Society	Tonbridge Rotary Club
Tonbridge District Scout Council,	Tonbridge Sports Association,
Tonbridge Line Commuters	Tonbridge Town Team
Tonbridge Lions Club	University of the Third Age and
Tonbridge Music Club	Women's Institute

Councillors D Lettington and H S Rogers were also present pursuant to Council Procedure Rule No 15.21.

Apologies for absence were received from Councillors Mrs P A Bates, Kent Police (Tonbridge) and Society of Friends

TF 17/9 CHAIRMANS' ANNOUNCEMENTS

The Chairman made the following announcements:

- (1) Tribute was paid to Mr Mike Bull OBE who had sadly passed away in November and whose Thanksgiving Service was held earlier in the day. Mr Bull had been a regular attendee and contributor at the Tonbridge Forum and represented both St Johns Ambulance and the Baptist Church.
- (2) The current Chairman of Tonbridge Angels Football Club (Mr Steve Churcher) had announced his retirement from the role that he actively fulfilled for the last eight years.
- (3) Tonbridge Rotary and Tonbridge Lions were congratulated on an excellent Christmas Lights Switch On. The event held over the recent weekend had attracted a large number of people who had participated in various activities.
- (4) Tonbridge Art Group was celebrating its 50th Anniversary and the Forum noted the organisation's contribution to the town.
- (5) Reference was made to the Overview and Scrutiny Committee review undertaken in 2015/16, in consultation with local community

groups and organisations, regarding the format, membership and frequency of the Tonbridge Forum. It was noted that the layout of the evening's meeting had been changed on an experimental basis, and any feedback to Officers would be welcomed. Members were advised that a further consultation into the format, membership and frequency of the meetings would be undertaken by Officers in due course and proposals reported to a future meeting.

TF 17/10 MINUTES

RESOLVED: That the Minutes of the meeting held on 27 February 2017 be approved as a correct record and signed by the Chairman.

TF 17/11 UPDATE ON ANY ACTION IDENTIFIED IN THE LAST MINUTES

The Chairman referred to Minute Number TF 17/7 (Kent County Council Services Update) and asked whether the street lights along the foot/cycle path from the Weir to the entrance of the Memorial Gardens had been reinstated or whether this required further action.

In response, the Director of Street Scene, Leisure and Technical Services was pleased to report that these lights had been reinstated as part of improvement works undertaken by the Borough Council.

TF 17/12 REGENERATION AND INVESTMENT IN TONBRIDGE AND PLANNING UPDATE

The Economic Regeneration Officer, the Head of Leisure and the Planning Policy Manager provided an overview of the regeneration and investment activity in Tonbridge over recent years; advised of upcoming initiatives and updated on progress on the emerging Local Plan.

Projects delivered recently to improve the appearance of the town and transport access included work and investment on the High Street, the Memorial Gardens, Town Lock, River Walk and Haysden Country Park. An expanded range of uses and promotion of mixed use development had seen new investment in leisure facilities, greater choice of food and drink outlets and new retail opportunities provided at Cannon Lane. In addition, a number of events and activities, including the Tonbridge Food and Drink Festival, contributed to the overall character of the town. It was reported that by encouraging sufficient footfall into Tonbridge the business and economic regeneration of the town continued to be supported.

Future investment opportunities included improvements at Tonbridge station, increasing capacity of the Leigh Flood Storage Area to protect homes and business and an ongoing review of the Borough Council's property assets. It was noted that the sale of the Teen and Twenty site had enabled the potential provision of a first class medical facility for the

town. Services previously provided at this site had been successfully moved to the Tonbridge Youth Hub.

With regard to the Local Plan, the first major public consultation had concluded in November 2016 with 1,117 responses and 2,482 representations received. Members of the Borough Council's Planning and Transportation Advisory Board had received regular updates on the detail and progress of the Local Plan.

Particular reference was made to recent Government proposals to introduce a standard methodology for estimating future housing needs in Spring 2018. Unfortunately, these proposals could have adverse implications on the Borough Councils' Local Plan programme.

As a result of this new methodology the housing need for Tonbridge and Malling increased by 163 new homes a year. Over the 20 year plan this equated to an additional 2,360 homes and represented a significant challenge.

The Borough Council would continue to prepare the Local Plan, update any evidence as necessary and look at options for meeting the anticipated housing need. Due to the Government proposals it was expected that public consultation on a draft Plan would be later than originally planned and was likely to be late summer 2018.

In response to a question related to the percentage of housing delivered in Tonbridge it was indicated that this represented approximately 25% of that built throughout Tonbridge and Malling.

A number of organisations, including the Civic Society and Women's Institute, expressed concern about the provision for older persons within the town and felt it was important to reflect the needs of this demographic appropriately. In addition to improving the provision of care homes there was a need to provide smaller accommodation so that people could continue to live independently and downsize.

Particular reference was made to the reduced number of public toilets in the town and the Director of Street Scene, Leisure and Technical Services indicated that general provision of these would be reviewed in due course. One option being explored was for local traders to sign up to a 'community toilet' scheme. Participating businesses would publicise their toilets for public use, which it was hoped would remove the embarrassment some older persons felt when asking to use the facilities.

Members of the Forum asked Kent County Council to consider the following points in relation to Cannon Lane:

- Review traffic movements and consider what traffic control options could be implemented for the safety of pedestrians;

- Improve pedestrian crossings as the introduction of the new retail units had increased footfall to the site;
- Look at opportunities to improve cycling facilities or providing separate cycle lanes

The Women's Institute suggested that two hours free parking could attract extra visitors to the town. In response, the Director of Street Scene, Leisure and Technical Services reminded Members that there was free evening and Sunday parking in Tonbridge. Charges for car parking were also noted as being about managing parking and traffic movement.

Finally, the Tonbridge Town Team commented that events were a good way to encourage visitors to the town and announced that within the town centre it would be organising an English Civil War re-enactment in May 2018. It was hoped that activities of this type would help support the various businesses in the town.

TF 17/13 WASTE SERVICES CONTRACT

The Street Scene Manager outlined proposals for the Waste Services Contract for refuse, recycling and street cleansing as the current contract was due to end in February 2019.

Partnership opportunities for the future delivery of these services were currently being developed with Tunbridge Wells Borough Council, Dartford Borough Council and Kent County Council, although the final details were still to be defined and agreed. However, the main aim was to deliver service improvements and efficiencies, greater consistency across the County, increased recycling performance and financial savings to the Borough Council.

The current proposals being considered included a weekly food waste, fortnightly residual waste, fortnightly dry recycling of paper and card and glass, cans, plastics and cartons kerbside collection model. Proposals also included the introduction of a fortnightly garden waste 'opt in' charged service. It was reported that charges were necessary in underpinning the proposed service improvements.

It was indicated that Tonbridge and Malling Borough Council was in the minority of local authorities across Kent that did not currently charge for the collection of garden waste.

Details relating to some services and the introduction of charges for garden waste were yet to be finalised by the Borough Council as some decisions were dependent upon the outcome of the tendering exercise. However, it was noted that the national average charge for garden waste collection was approximately £42 per annum.

Early engagement with potential contractors had been undertaken prior to the commencement of the formal tender process to gauge level of interest. Approximately, 8 expressions of interest had been received.

With regard to recycling rates, the Borough Council had set a realistic and achievable target of 50% which was in line with that achieved by other local authorities in Kent.

It was reiterated that the improved service would be more expensive and the introduction of charging for green waste would help support the enhancements. As part of the tender and contract renewal process an Equality Impact Assessment would be undertaken and any areas of concern, such as discrimination against elderly residents who did not drive, would be identified. However, the Cabinet Member for Street Scene and Environment Services commented that kerbside collections would be beneficial for all residents and particularly those who could not drive to recycling bring sites.

In addition, it was noted that if a contractor offered an option to collect batteries as part of their tender submission the Borough Council would give this full consideration.

Finally, it was noted that good communication, publicity and marketing would be key to resident participation and the success of the new services. The service delivery options around the Waste Services Contract continued and a further update report presented to the Forum.

TF 17/14 UPDATE ON TONBRIDGE STATION IMPROVEMENTS AND HIGH STREET REVIEW

The Senior Schemes Programme Manager at Kent County Council (Mr Jamie Watson) provided an update on the progress being made on the Tonbridge Station improvements and advised that a review of the recent High Street improvements would be undertaken.

It was reported that funding of £500,000 allocated from the West Kent Local Growth Fund to support this project had to be spent during 2018/19. The aim was to improve interaction between users at the station, provide more space for pedestrian movements and to create an interchange suitable for one of the busiest stations outside London.

Key proposals included relocating the bus lane to allow a wider pedestrian space; a 3 meter wide pedestrian crossing from the station towards Priory Road; 3 way traffic light controls (Waterloo Road, B2260 North and South) to allow safer movement for pedestrians, particularly at peak times; and the existing bus layby outside Lidl to be removed and converted to a new pedestrian area. There were also plans for new bus stops for three buses to be created using some of the existing carriageway space.

Consultation on these proposals for the station would start in January 2018 and finish in March 2018.

In setting out these proposals Mr Watson advised that vehicles would be able to pass buses in both directions along the High Street and a right hand turn would be provided. Local bus operators had confirmed satisfaction with these measures.

A number of points had been raised by residents and included the bus stop outside Café Nero causing traffic delays and the raised table in the High Street being mistaken for a pedestrian crossing. It was reported that a review into the High Street improvements was due to be undertaken in January 2018 and these issues could be revisited as part of this exercise.

Areas of concern raised by the Forum related to the proposed locations for the 'kiss and drop' layby, which was felt to be too distant from the station, the need for disabled parking bays at the station, the raised table in the High Street, the shop fronts at the station and whether bus operators could be encouraged to review their service routes.

In response, Mr Watson explained that:

- The raised table in the High Street was a traffic calming feature intended to encourage drivers to consider their environment. It was confirmed that motorists had priority over pedestrians.
- The shop fronts at the station were not currently part of discussions with Network Rail but could be incorporated.
- Disabled parking bays would be provided by South Eastern at the rear of the station. Details related to these bays would be shared once finalised.
- Bus services and routes could be looked at as part of the High Street review.

Members felt strongly that the current 'kiss and drop' should be retained outside the station as the proposed relocation of the layby to Priory Road was too far and not convenient for travellers. In addition, Members encouraged consideration to be given to improving and supporting taxis.

However, Members also recognised and appreciated that the High Street had been greatly improved and all were encouraged to participate in the consultation.

TF 17/15 TONBRIDGE MUSIC CLUB - RECENT ACTIVITIES

Tonbridge Music Club (Mrs Rena Pope) advised the Forum that the organisation had been founded in 1963. Since that time many excellent and influential international musicians had been welcomed to the town, including 'The Sixteen choir, the pianist Alfred Brendel, the Aeolian Quartet and many others.

The Club hosted six professional concerts a year for residents and visitors to enjoy. In addition, the Club were proud to encourage new talent and hosted a regular series of concerts, named after a former president Clifford Benson, featuring young musicians at the beginning of their music career.

Members were advised that a young bassoon artist, Amy Harman, would be performing on 13 January 2018 and all were invited to attend. The concert would start at 1930 hours in the Parish Church.

Mrs Pope observed that 'the past of Tonbridge Music Club had been marvellous, the present superb and the artists as usual excellent'. However, 'smaller audiences for chamber music and fewer members were making it difficult for Music Clubs to continue'.

Current membership was 150 compared to 350 in 2003 and long serving Members, such as the Treasurer and Secretary, were standing down from their roles. Repeated appeals for new membership had not resulted in people to take on these positions and the Forum was asked to promote not only the concerts but the Music Club. The Chairman, in his capacity as Leader, suggested that the Borough Council's Media and Communications Team could assist with promotion and organisation of a social media campaign.

Tonbridge Town Team referred to the Tonbridge Arts Festival which had covered music, art, literature and theatre and dance and advised that this could be extended to include activities from other organisations. The Town Team were happy to help and support other local community groups.

TF 17/16 KENT POLICE UPDATE

Due to other work commitments Kent Police had submitted their apologies for this meeting.

TF 17/17 KENT COUNTY COUNCIL SERVICES UPDATE

The Kent County Council Community Liaison Officer (Anne Charman) reported on a number of County initiatives and consultations. A Kent County Council Services Update report setting out more details was attached, as a supplement, to the agenda for information.

Particular reference was made to a number of key messages and these included:

- The points made by the Leader of the County Council advising of continuing budget pressures, focusing on the Council's Autumn Statement.
- The Member Grant Scheme 2017/18 was now opened with £22,000 available to fund both community and highway projects. Tonbridge and Malling County Councillors had a total of £154,000 to allocate in 2017/18. Projects previously supported included the 2018 English Civil War re-enactment and the Tonbridge Christmas Festival. Local County Councillors were also considering road crossing improvements and highway schemes.

Further information was available from local County Councillors or the Community Liaison Officer

Recent consultations included the Draft Budget Strategy 2018/19 and the Community Infant Feeding Support, both of which had ended on 3 December 2017. A consultation related to Gypsy and Traveller Pitch Allocations, setting out proposals related to the introduction of service charges, deposit scheme and changes to the application process, had a deadline for responses of 20 December 2017. In addition, the Pharmaceutical Needs Assessment consultation sought views from health and social care professionals, organisations and local communities on the level of pharmacy services. The deadline for responses was 22 January 2018.

A consultation on Socially Necessary Bus Service funding was due to be launched in January. This would assess the future level of subsidy and the timetable alongside possible withdrawals of subsidies which had the potential to impact on the delivery of some bus services.

All Kent County Council consultations could be viewed online at:

<http://consultations.kent.gov.uk/consult.ti>

Local Members expressed concern regarding on-street parking in the centre of Tonbridge for residential properties and asked that the County Council stand by their guidance of 1 parking space for each individual flat/property. County Councillor R Long advised that Kent County Council were fully aware of the concerns raised regarding parking provision in town centres.

Finally, the Tonbridge Town Team referred to air pollution and the impact 'living walls' were having in improving air quality. Kent County Council and Tonbridge and Malling Borough Council were invited to attend a symposium discussing a number of air quality issues early next year. Details would be shared nearer the event date.

TF 17/18 TONBRIDGE AND MALLING SERVICES UPDATE

The headline messages of relevance to Tonbridge and Malling had been covered in depth earlier in the meeting.

The meeting ended at 9.40 pm

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**TONBRIDGE & MALLING BOROUGH COUNCIL
ECONOMIC REGENERATION ADVISORY BOARD**

21 February 2018

Report of the Chief Executive

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken by the Cabinet Member)

1 TONBRIDGE FAIRTRADE TOWN – PROPOSAL

Following an approach from the Tonbridge Town Team, this report sets out proposals aimed at making Tonbridge a Fairtrade town.

1.1 Background:

- 1.1.1 Fair Trade is a trading partnership that seeks greater equity in international trade. It contributes to sustainable development by offering better trading conditions to, and securing the rights of, marginalised producers and workers.
- 1.1.2 Fairtrade products are sold in over 22 countries across five continents and with switches to Fairtrade by companies such as Sainsbury, Waitrose and Tate & Lyle, Fairtrade has become a well-recognised brand over the past 10 years.
- 1.1.3 Helping to drive the movement and making international development a local issue are over 600 Fairtrade Towns in the UK and more than 2,000 across 18 countries worldwide.

1.2 Fairtrade Towns:

- 1.2.1 A vibrant Fairtrade Town brings together a cross-section of the community, united in their support for Fairtrade and for farmers and workers in developing countries. In essence, the Fairtrade Foundation set out 5 steps that are required to be undertaken in order for a town to become a Fairtrade Town. These are:
 - The local council is required to pass a resolution supporting Fairtrade, and to agree to have Fairtrade products available internally.
 - A range of (at least four) Fairtrade products being readily available in the town's retail outlets (shops, supermarkets, newsagents, petrol stations) and served in local catering outlets (cafes, restaurants, pubs). The number of outlets needing to supply Fairtrade products is dictated by the size of the town's population.
 - Local workplaces and community organisations (places of worship, schools, universities, colleges etc.) support Fairtrade and use Fairtrade products wherever possible.

- Media coverage and events raise awareness and understanding of Fairtrade across the community.
- A local Fairtrade steering group is convened to ensure the Fairtrade Town campaign continues to develop and gain new support.

1.2.2 A couple of other towns across West Kent have already achieved Fairtrade Town status. These include:

- **Edenbridge** was the first Fairtrade Town in Kent, gaining the status in 2005.
- **Sevenoaks** also achieved Fairtrade Town status later on in 2005.
- **Tunbridge Wells** has been a Fairtrade Town since 2007 and runs regular events with local schools, churches and businesses.

1.2.3 The feedback from Sevenoaks District Council and Tunbridge Wells Borough Council officers has been broadly positive inasmuch as the initiative has helped to encourage collaboration between the local community (particularly local faith groups and schools) and some of the multinational companies that have already signed up to promoting Fairtrade.

1.3 Tonbridge Fairtrade Town:

1.3.1 The Council was initially approached by members of the Tonbridge Town Team in August 2017 about supporting the establishment of Tonbridge as a Fairtrade town.

1.3.2 To date, Sainsbury's and Waitrose would both be willing to join a local steering group, as would Tonbridge School and a local representative from the Traidcraft charity.

1.3.3 Should there be a resolution from the Council to support this initiative, then further multinationals, such as Starbucks and Greggs, schools and community groups will be approached about engaging with the initiative.

1.3.4 As Tonbridge has a population of over 40,000, there would need to be at least 9 retailers and 5 catering companies signed up to sell a range of Fairtrade produce. These businesses will be supported by local community groups who will sign up to use Fairtrade produce.

1.4 Role of the Council:

1.4.1 As mentioned in paragraph 1.2.1, the Council is required to pass a resolution to support Fairtrade. The following resolution is taken from a standard template and amended to reflect the capacity of the Council to support this initiative:

Tonbridge & Malling Borough Council, as an important consumer and opinion leader, should support a strategy to facilitate the promotion and purchase of foods with the Fairtrade Mark as part

of its commitment to sustainable development and to give marginalised producers a fair deal.

In supporting Fairtrade, the Council hopes that Tonbridge will be recognised by the residents and business community, suppliers, employees and other local authorities, as a town that actively supports and promotes Fairtrade and to increase the sale of products with the Fairtrade Mark.

Tonbridge & Malling Borough Council resolves to contribute to the campaign to increase sales of products with the Fairtrade Mark by supporting the campaign to achieve Fairtrade status for Tonbridge as detailed in the Fairtrade Foundation's Fairtrade Towns Initiative. To this end, Tonbridge & Malling Borough Council resolves to:

- Offer Fairtrade Marked food and drink options internally*
- Promote the Fairtrade Mark using Fairtrade Foundation materials in refreshment areas and promoting the Fairtrade Towns initiative in internal and communications and external newsletters*
- Use influence to urge local retailers to provide Fairtrade options for residents*
- Use influence to urge local business to offer Fairtrade options to their staff and promote the Fairtrade Mark internally*
- Support media campaigns to publicise the Fairtrade Towns initiative*
- Nominate a council representative (member or officer) to sit on the Fairtrade Steering Group and support ongoing work to promote Fairtrade*
- Support the Fairtrade Steering Group to organise events and publicity during national Fairtrade Fortnight – the annual national campaign to promote sales of products with the Fairtrade Mark.*

1.4.2 For the purposes of clarity, whilst the standard template encourages the supply of Fairtrade products in canteens and meetings:

- a) We no longer have a canteen on site although we do have a vending machine that supplies some Fairtrade chocolate bars
- b) Water is supplied for the vast majority of meetings rather than teas and coffees.
- c) The Coffee Machines do not supply Fairtrade coffee, although Cadbury's drinking chocolate is Fairtrade.

1.5 Legal Implications

1.5.1 There are no legal implications arising from this report.

1.6 Financial and Value for Money Considerations

1.6.1 These are no financial implications arising from the report.

1.7 Risk Assessment

1.7.1 Not applicable.

1.8 Equality Impact Assessment

1.8.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.9 Recommendations

1.9.1 That the resolution set out in paragraph 1.4 **BE SUPPORTED**.

1.9.2 That a representative from Tonbridge & Malling Borough Council **BE APPOINTED** to the Tonbridge Fairtrade Steering Group

The Cabinet Member for Economic Regeneration and the Chief Executive confirm that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

contact: Jeremy Whittaker,
Economic Regeneration
Officer

Julie Beilby
Chief Executive

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: Cabinet Member for Economic
Regeneration**

**Decision No:
D180020MEM**

Date: 21 February 2018

Decision(s) and Reason(s)

Tonbridge Fairtrade Town - Proposal

(Report of Chief Executive)

The report set out proposals aimed at making Tonbridge a Fairtrade town and the Borough Council's support of the initiative was sought. In addition, a local Fairtrade Steering Group, with a nominated Borough Council representative, was required to ensure continued development and support

A draft resolution in support of the Fairtrade town initiative was set out at paragraph 1.4.1 of the report. For clarity, whilst the draft resolution encouraged the supply of Fairtrade products in the Borough Council offices it was noted that the organisation no longer had canteen facilities on site.

Members were supportive of the proposals for a Fairtrade Town and strongly encouraged balanced representation of the business community on the Steering Group.

Following consideration by the Economic Regeneration Advisory Board, the Cabinet Member for Economic Regeneration resolved that:

- (1) the resolution set out in paragraph 1.4.1 of the report be supported; and
- (2) a representative from Tonbridge and Malling Borough Council be appointed to the Tonbridge Fairtrade Steering Group

Reasons: As set out in the report submitted to the Economic Regeneration Advisory Board of 21 February 2018.

Signed Cabinet Member for
Economic Regeneration
and Leader:

N Heslop

Signed Chief Executive: J Beilby

Date of publication: 23 February 2018

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.

ERG 18/5

TONBRIDGE FAIRTRADE TOWN – PROPOSAL

Decision Notice D180020MEM

The report set out proposals aimed at making Tonbridge a Fairtrade town and the Borough Council's support of the initiative was sought. In addition, a local Fairtrade Steering Group, with a nominated Borough Council representative, was required to ensure continued development and support.

A draft resolution in support of the Fairtrade town initiative was set out at paragraph 1.4.1 of the report. For clarity, whilst the draft resolution encouraged the supply of Fairtrade products in the Borough Council offices it was noted that the organisation no longer had canteen facilities on site.

Members were supportive of the proposals for a Fairtrade Town and strongly encouraged balanced representation of the business community on the Steering Group. It was important that local businesses and products were not disadvantaged as a result of the proposals.

In addition, Members recognised the local and national benefits related to Fairtrade and hoped that the Borough Council could offer Fairtrade products where possible. It was also suggested that consideration be given to supporting 'Direct Trade' which was often viewed as complementary to Fairtrade certification.

RECOMMENDED: That

- (1) the resolution set out in paragraph 1.4.1 of the report be supported; and
- (2) a representative from Tonbridge and Malling Borough Council be appointed to the Tonbridge Fairtrade Steering Group.

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Tonbridge Forum

Monday, 16 April 2018

Kent County Council Services Update

Did you know that many of KCC's meetings are webcast?

KCC broadcasts some of its council meetings live online, giving you the chance to see council decision making in action.

Webcast council meetings from the past year are also available to view [here](#).

(<https://kent.public-i.tv/core/portal/webcasts>)

Guide to apprenticeships / 'Made in Kent'

Visit [Guide to apprenticeships](#) for careers advice and information about different types of jobs

(<https://www.kent.gov.uk/jobs/starting-your-career/be-an-apprentice/guide-to-apprenticeships>)

Apprenticeships are an excellent way to get work-based training, working with real employers, training on the job and working towards an industry-standard qualification.

The 'Made in Kent' campaign continues to encourage employers to register vacancies as numbers of young people registering for apprenticeships still exceeds placements.

Lorry Watch

KCC works to mitigate the impact of freight in Kent and has introduced a scheme called Lorry Watch to tackle the issue of lorries using inappropriate rural routes in Kent. The scheme aims to support and empower local residents in areas where issues persist with the through traffic of Heavy Goods Vehicles (HGVs).

The Lorry Watch scheme is run by local residents. Community volunteers record details of lorries that are suspected of using unsuitable roads or not sticking to the limits and restrictions. Once the information is collected, it is passed to Kent Police who can find the vehicle's registered keeper. If the vehicle is ignoring the legal limits and restrictions, the police contact the company and warn them that if they continue, it may result in formal action.

Setting up a Lorry Watch. Anyone can set up a Lorry Watch. You will need at least two volunteers for your Lorry Watch team and they must be aged 18 or over.

Contact Lorry Watch by emailing freight@kent.gov.uk or on 03000 41 81 81.

Kent and Medway Business Fund

KCC is offering 0% loans between £50,000 and £500,000 to small and medium sized businesses in Ashford, Canterbury, Dartford, Dover, Gravesham, Maidstone, Medway, Sevenoaks, Shepway, Swale, Thanet, Tonbridge and Malling and Tunbridge Wells.

The scheme aims to deliver investment to business across Kent and Medway and is funded by loan repayments from our previous Regional Growth Fund schemes (Expansion East Kent, Tiger and Escalate).

Pre-applications are now open for the Kent and Medway Business Fund. Follow the link to find out more on who can apply and how to apply to the [Kent and Medway Business Fund](#).

Kent Fostering - Open your Heart

KCC urgently needs people to provide children and young people with loving homes. KCC is recruiting 200 new foster carers and urgently needs to fill the remaining 120 vacancies. For more information please contact 03000 420 002 or visit <http://www.kentfostering.co.uk>

Kent Public Health Observatory (KPHO) <http://www.kpho.org.uk/>

KPHO provides public health intelligence through data collection, analysis and interpretation. Its library gives access to knowledge, resources and evidence to support public health and social care.

It has a library based in Sessions House, Maidstone. Library membership is open to anyone who works in Kent County Council or public health in Kent and Medway.

Non-members are welcome to use the library for reference and study purposes, although there may be a charge for this facility. You can also subscribe to its weekly e-bulletin and receive a weekly summary of what's new with links to new reports, policy and resources organized by topic.

Fact and Figures about Kent

The Kent County Council Strategic Business Development & Intelligence Unit provides regular monthly updates on unemployment in Kent and other facts and figures, including area profiles, economy and employment data, population and census data, equality and diversity data, children and young people' data, land and property data, energy and environment data and deprivation and poverty data. Visit: [Facts and Figures about Kent](#)

KCC Highways – report a problem on the road or pavement

KCC Highways, Transportation and Waste welcomes feedback from its customers and has designed a fault reporting tool so that residents can quickly and easily let us know about any problems on the roads and footways or about any equipment such as streetlights, that may not be working.

If you wish to report a fault visit: www.kent.gov.uk/highwayfaults

From here can be viewed all known issues, any planned works, report multiple issues, upload photos as well as track any existing enquiries. Residents can still call to report any complex or urgent matters on 03000 418181 and speak to one of KCC's trained highway specialists.

KCC Combined Member Grant Scheme 2017/18

As agreed at the Budget County Council meeting on 20 February 2018, KCC's Combined Member Grant scheme will open again on **1 April 2018 with £20,000** available to every County Councillor to fund both community and highway projects in their electoral division. Tonbridge & Malling County Councillors between them have a total of £140,000 to allocate in 2018/19.

For more information on the Combined Member Grant scheme, please contact your local County Councillor or Anne Charman, KCC Community Liaison Officer.

KCC also produces a monthly publication 'Inside Track' which provides information on funding opportunities at a county and national level. For a copy of Inside Track or information on other funding opportunities visit: [Community grants and funding](#)

Latest news at KCC

Management changes in Adult Social Care

Penny Southern has taken up the position of **Interim Corporate Director of Adult Social Care and Health**, replacing **Anu Singh**.

Over the last few weeks, Anu Singh has been in discussions about continuing in her role at KCC and has concluded that to do so will not allow her to strike the right balance between her home and career responsibilities. She has therefore reluctantly decided to prioritise her growing family and because of the current status of some key pieces of work within the Directorate that will impact on the future, KCC has agreed that she will leave straight away to allow us to put other arrangements in place to take these forwards.

Penny Southern will continue to work closely with Anne Tidmarsh and the rest of the management team to maintain the high levels of quality service being achieved and take forward the transformation agenda.

Consultations - have your say, your views count

You can view all KCC consultations online at:

<http://consultations.kent.gov.uk/consult.ti>

Signed up to the KCC Consultation Directory yet? It only takes a few minutes to register and gives a full list of closed, current and planned consultations and provides an opportunity to feedback on local services and policies. It enables KCC to contact residents when an activity is due to take place or to receive feedback for a particular consultation or involvement activity when it is published on KCC's website.

Please note:

- there are separate lists for **Traffic Regulation Orders** and **Start of Works Notices** and for **Public Rights of Way Notices**.)
- to view and comment on planning applications that the County Council determines please visit the **planning application site**.

Current consultations:

Early Years Payment Methods – 26 March to 27 April 2018

The Early Education and Childcare statutory guidance for local authorities September 2017 from the Department for Education (DfE) recommends all authorities should consider paying providers monthly from 1 September 2018. KCC is now consulting all Early Years providers on whether to maintain the current method or move to monthly payment arrangements. KCC can provide one payment method from September 2018, so it is important that it understands the views of Early Years providers on which method would suit them best before it makes a decision. KCC encourages all Early Years providers to take part in the consultation.

[Click here](#) for more information on how to respond.

<https://consultations.kent.gov.uk/consult.ti/earlyyearspayments/consultationHome>

Post 16 Transport Policy for 2018/19 – 26 February to 8 April 2018

Following last year's consultation, KCC has considered your comments and streamlined the 16+ Travel Card application process making it easier for learners to get their pass. This year KCC seeks your comments again on its policy and asks for your thoughts on its proposal to reduce the price of the Vacant Seat Payment Scheme so it is available at the same price as the Post 16 Travel Card.

There is a legal requirement for learners to stay in education, training or work until they reach 18 years of age, and as young adults there is an expectation they will contribute to the cost of their travel in most circumstances. While KCC is not directly funded to support any transport requirements for learners over the age of 16, KCC subsidises Post 16 Transport by £2.37m ensuring learners can access their schools and colleges. Your views are therefore important and will help KCC Members in making policy decisions about how best to use such funding.

[Responses](#) to the consultation will be analysed and considered before a final version of the policy is published at the end of May 2018.

KCC Media

To view the latest news and releases from KCC visit KCC's Media Hub at <https://kccmediahub.net/>

Recent media releases

HeadStart Kent – Big Conversation for Young People (28 March)

More than 100 secondary school pupils from schools and colleges across Kent met together to join the 'Big Conversation' about mental health in young people on Wednesday, 21 March.

The event, organised by Big Lottery Fund-supported HeadStart Kent, gave students information on improving their mental health, with workshops leading up to a big debate. Workshops with a practical element gave an opportunity to try proven techniques to lessen anxiety. These included recognising how to build resilience, healthy relationships, the use of social media and yoga.

HeadStart Kent is funded by the Big Lottery Fund to support 10 to 16 year-olds to build resilience; which is defined by young people as the ability to be mentally strong enough to bounce back from the problems in life.

The programme is currently active in Ashford, Canterbury, Folkestone and Hythe, Gravesham and Swale and rolls out to Maidstone and Thanet later this year and to Dover and Tonbridge and Malling next year.

There is a **Kent-wide Resilience Hub** available at www.headstartkent.org.uk offering information, videos and tools for everyone to use, as well as activities and services for young people.

Young people can be involved with the design and delivery of the programme by joining local youth forums known as Speak Out groups. Anyone interested should email HeadStart@kent.gov.uk

KCC drastically reduces bus savings (12 March)

Proposed reductions to subsidised bus routes in Kent have been drastically scaled back following positive talks with bus companies and the decision by KCC to reduce the required savings from £2.25 million to £455,000 in this coming financial year.

Subsidised bus services represent just 3% of the network in Kent. The remaining 97% of services are run by commercial or community operators.

Following discussions with bus companies Stagecoach and Go Coach, proposals to move a small number of services from public subsidy to commercially-operated routes, are expected to go out to public consultation in April.

These changes are designed to protect school services and ensure communities currently served by a subsidised route will not lose out, while providing necessary budget savings

Go Coach has proposed revisions to service 404 from Edenbridge to Sevenoaks/Plaxtol to Borough Green. The proposal would take the current mainstream home to school transport contract and convert it to a school-focused commercial service.

The second element is refocusing the current 404 on Edenbridge to Sevenoaks, dropping the Plaxtol to Borough Green which is already covered by another service.

It would also withdraw the Wednesdays-only 405 – again, covered by an existing service. The Go Coach proposals improve the connectivity between Edenbridge and Sevenoaks for off-peak bus users.

There will be full local consultation in April on the proposed changes.

The council is clear that no further changes to the subsidised bus network are proposed. More than £40 million of bus-related business is commissioned by Kent County Council. KCC's aim in holding **the Big Conversation**, is to maintain services, potentially improve rural access and deliver this at a lower cost.

Discussions will be held with parish councils, commercial and community transport providers, technology providers and ultimately culminate in a Rural Bus Summit in the summer which will bring everyone together to discuss the way forward.

National Secondary School offer day (1 March)

For the fifth consecutive year, more children than ever have applied for a place in a Kent secondary school, with a total of 20,731 applications received, an increase of more than 1,320 since last year.

Despite the huge increase in application numbers, 445 more Kent children will get their first preference of secondary school for September compared with last year. Over 95% of families will receive an offer from one of their four preferences.

Despite 16,677 children securing a school of their preference, unfortunately 765 will be disappointed as their school will be allocated by the Local Authority.

Families are advised this is the first stage of the school allocation process and a specialist KCC team is on hand to help with any queries. Between now and September there is likely to be considerable movement through waiting lists and the appeals process.

For further advice please email: kent.admissions@kent.gov.uk

For more information on any of these subjects please contact:
Anne Charman, KCC Community Liaison Officer
anne.charman@kent.gov.uk or 07717 665893

*KCC's **Community Liaison Team** covers all 12 district council areas in Kent supporting local County Councillors in their role as community leaders and administering their grants. The team works closely with partners from the public, private and voluntary sectors, to help ensure Kent's residents and local community groups are kept well informed about KCC's services and are given the opportunity to influence decisions.*

