

**Royal Borough of Kensington and Chelsea
KALC Programme Board Meeting**

MINUTES/ACTION PLAN

Tuesday 17th November 2011, 2pm - 4pm, KTH, Committee Room 1

Present: Laura Johnson (Chair), Shelley Gittens (RBKC), Edward George (RBKC), Penelope Tollitt (RBKC), David Walker (RBKC), Chris Madel (LCA), Martin Fitzpatrick (RBKC), Rama Venchard (Tribal), Peter Ramage (RBKC), Peter Bradbury (RBKC), Ullash Karia (RBKC), Steven Bell, Jamie, Elizabeth Ricardo-Binding(LCA), Anna Perez (RBKC)

Item No	Agenda Item – Issues, Updates and Action	By	Date
1.	Introductions and Apologies Apologies: Ian Heggs (FCS), Jonathon Bore (Planning), Diane Abbot (FCS).		
2.	Minutes and Matters Arising: <ul style="list-style-type: none"> Minutes for the last meeting were agreed. Matters Arising: Management Board <ul style="list-style-type: none"> A meeting with Cllr Campbell, Cllr Ritchie and studio E will took place to go through the Academy proposal and wider scope of the project. 		
3.	Education Update: <ul style="list-style-type: none"> Cllr Ritchie's policy board are supportive of the presentation that Studio E presented. 'The day in the life' statement of what it would be like for an Aldridge Academy student, produced by Peter Bradbury, has been well received and this will be rolled out early next year. An explanatory leaflet explaining the academic purpose and ethos of the academy is being produced to respond to concerns that local residents and parents may have about what Entrepreneurship means and how this will manifest and be realised within the Academies curriculum. A briefing has taken place for the 3 ward Councillors about the Academy and its academic ethos. 12 bidders have responded to the ICT tender invitation. The successful provider is likely to be appointed in Feb/Mar 2012. A further workshop is taking place to look at the Autistic Spectrum Disorder unit and the ICT requirements that will be needed here. Cllr Ritchie/Campbell has requested for a questionnaire to be produced to gain feedback from pupils from Chelsea 		

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	<p>Academy about what their likes and dislikes are and for this to feed into the development of Kensington Academy, where possible.</p> <ul style="list-style-type: none"> • In January 2012, should Cabinet agree to the proposed plans, there will be a further push to visit the remaining primary schools within the borough to talk to them about what is happening with KALC. • Plans for the Academy will be brought to the next meeting. The Education Project Steering group have seen the model. 		
4.	<p>Leisure Update:</p> <ul style="list-style-type: none"> • The first general KALC leisure User Group took place. This was well attended, with a large proportion of those in attendance representing the early morning swimmers. • Ullash will circulate a question and answer document that responds to the questions that were raised on the evening, as well as other questions that have been received regarding the Leisure Centre. This will be placed onto the Council's KALC web page. The draft will be given to Martin Fitzpatrick to finalise and circulate to those that attended the forum, as well as place onto the KALC web page. • A briefing for Cllr Paget-Brown and Cllr Coleridge in relation to the Leisure Offer and Leisure user group feedback is due to take place next week. It is acknowledged that further engagement needs to be done with leisure users, especially those that may not have been present, such as those that attend clubs, etc. • Visits have also been organised for Cllr Paget-Brown and Cllr Coleridge to visit other leisure facilities to gain a greater understanding of what can be achieved at Kensington Leisure Centre. GLL have committed to hold another customer forum in January, this will target a particular user groups. • LCA are planning sessions in January for residents about the outcome of the cabinet decision and what this could mean for them. Dates in mid-late January have been proposed. 	UK	
5.	<p>Property Services</p> <ul style="list-style-type: none"> • A meeting with the landscape architect and Planning is going to take place to discuss what their thinking is on the public realm areas and surrounding KALC area and how this will be changed once the Academy and Leisure centre has been established. • There will be more opportunity for the public to influence the process of designs. 	PW	
6.	<p>Communication</p> <ul style="list-style-type: none"> • The media contact for the KALC programme will be LCA from January. • The communications strategy has now been formally signed off, subject to amendments and ownership of tasks assigned. This will now be appended to the programme documentation. The communications work plan will now form the action plan going forward in relation to the pre-planning stage and beyond. • A newsletter is also being drafted in preparation for release once cabinet have made their decision. 	MF	

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7.	Planning <ul style="list-style-type: none"> A meeting with Planning is being set up to discuss the critical dates that need to be met and worked towards to meet the planning application deadline date, should agreement be given.. It was noted by Laura Johnson that building the Academy is key, as we are restricted and bound by dates to release funding. As such, work with Planning about the planning stages will need to be discussed to look at the wider scheme and to look at how any delays to delivering the Academy on time can be mitigated. Ways in which this can be done. 		
8	ACTIONS <ul style="list-style-type: none"> Ullash Karia to forward final Questions and Answers to Martin Fitzpatrick, LCA and Shelley Gittens. <p>LCA to meet with Studio E to discuss communication strategy going forward and what media mediums and initiatives can be used to promote and bring on board a wider range of interested parties, with a special focus on working with young people.</p>	UK	
9.	AOB		

Next Meeting: Friday 16th December 2011, 2:30pm – 4:30pm, Committee Room 2, Kensington Town Hall