

25 September 2018 at 7.30 pm

Conference Room, Argyle Road, Sevenoaks

Despatched: 17.09.18



# Economic & Community Development Advisory Committee

## Membership:

Chairman, Cllr. Hogarth; Vice-Chairman, Cllr. Maskell  
Cllrs. Abraham, Barnes, Dr. Canet, Esler, Eyre, Krogdahl, Lake, McGarvey,  
McGregor and Pearsall

## Agenda

There are no fire drills planned. If the fire alarm is activated, which is a continuous siren with a flashing red light, please leave the building immediately, following the fire exit signs.

|  | Pages            | Contact                               |
|--|------------------|---------------------------------------|
| Apologies for Absence  |                  |                                       |
| 1. <b>Minutes</b><br>To agree the Minutes of the meeting of the Committee held on 26 June 2018, as a correct record. | (Pages 1 - 4)    |                                       |
| 2. <b>Declarations of Interest</b><br>Any interests not already registered   |                  |                                       |
| 3. <b>Actions from Previous Meeting</b>  |                  |                                       |
| 4. <b>Update from Portfolio Holder</b>   |                  | Cllr. Hogarth                         |
| 5. <b>Referrals from Cabinet or the Audit Committee</b>  |                  |                                       |
| 6. <b>Budget 2019/20: Service Dashboards and Service Change Impact Assessments (SCIAs)</b>                           | (Pages 5 - 28)   | Adrian Rowbotham<br>Tel: 01732 227153 |
| 7. <b>Community Plan 2017-18 Annual Report</b>   | (Pages 29 - 68)  | Alan Whiting<br>Tel: 01732 227446     |
| 8. <b>Sevenoaks District Community Safety Strategy &amp; Action Plan Annual Report 2018-19</b>                       | (Pages 69 - 94)  | Kelly Webb<br>Tel: 01732 227474       |
| 9. <b>Dunton Green Annual Report 2017-18</b>   | (Pages 95 - 120) | Kelly Webb<br>Tel: 01732 227474       |

10. **Community grants scheme 2017-18 year end monitoring** (Pages 121 - 150) Hayley Brooks  
Tel: 01732 227272
11. **Work Plan** (Pages 151 - 152)

#### EXEMPT INFORMATION

At the time of preparing this agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public.

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

Should you need this agenda or any of the reports in a different format, or have any other queries concerning this agenda or the meeting please contact Democratic Services on 01732 227000 or [democratic.services@sevenoaks.gov.uk](mailto:democratic.services@sevenoaks.gov.uk).

**Economic & Community Development Advisory Committee**

Minutes of the meeting held on 26 June 2018 commencing at 7.30 pm

Present: Cllr. Hogarth (Chairman)

Cllr. Maskell (Vice Chairman)

Cllrs. Abraham, Barnes, Dr. Canet, Esler, Eyre and McGarvey

Apologies for absence were received from Cllrs. Krogdahl, Lake, McGregor and Pearsall

1. Appointment of Chairman

Resolved: That Cllr. Hogarth be appointed as Chairman of the Advisory Committee for 2018/19.

(Cllr. Hogarth in the Chair)

2. Appointment of Vice Chairman

Resolved: That Cllr. Maskell be appointed as Vice Chairman of the Advisory Committee for 2018/19.

3. Minutes

Resolved: That the Minutes of the meeting held on 6 March 2018, be approved and signed by the Chairman as a correct record.

4. Declarations of Interest

No additional declarations of interest were made.

5. Actions from Previous Meeting

The actions were noted.

6. Update from Portfolio Holder

The Portfolio Holder, and Chairman, advised that Officers were investigating entering the 2019 'Enterprising Britain Awards' next year as it was thought there may be potential in some of the categories.

The Vice Chairman reported on some feedback received from Simon Harris, who worked within the West Kent partnership and was stationed within the Council offices, on Supported Internships. These were aimed at supporting people with moderate learning differences to gain experience in the workplace and provide

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them with the skills and experience they required to move in to full time employment. The scheme was provided at no financial cost to the employer or the school or college whose students fulfil the internship placements as all the funding was provided by the Governments Access to Work scheme. He was pleased to advise that the Council's Senior Management Team had embraced the scheme which would require the Council to partner with a local SEN school or college and to create work roles and placements. In response to a question, the Chief Officer Communities and Business said it would initially be for about 4 interns. The first tranche needed to be small as the team an intern would be integrated with wold require training.

The Portfolio Holder advised that he would be hosting an 'Entrepreneurs event' at 7.30pm in the Council Chamber on Tuesday 17 July 2018 which members were welcome to attend.

7. Referrals from Cabinet or the Audit Committee

There were none.

8. Presentation on the provision of banking services by a new entrant to the market - Metro Bank

The Chairman welcomed Mr. Andre Van Zijl, Local Director, Metro Bank Tunbridge Wells, who gave [a presentation](#) on Metro's story with a brief outline of his own working history and the work carried out by the bank within schools in Key stage 2 and 3. Members took the opportunity to ask questions and raises issues such as loss of banks in more rural communities.

The Chairman thanked Mr. Andre Van Zijl for attending and the Committee expressed their appreciation.

Resolved: That the presentation be noted.

9. Update on temporary accommodation and emergency planning provision

The Emergency Planning and Property Services Manager and the Head of Housing and Health presented the report which updated Members on the Council's responsibilities for emergency and temporary accommodation as part of the Corporate Emergency Plan and the housing advice and homelessness service.

A Member asked, in the event of a major evacuation, how long it wold take to get a member of the public sheltered and fed. He was advised that it would be as quickly as possible following the agreed command structure and procedures and completely depend on circumstances such as location and situation.

Resolved: That the report be noted.

10. Work Plan

It was noted that the presentation on the rural economy with a visit from Lord Colgrain, would take place at the meeting in December 2018. There would also be a workshop/consultation on the new community plan at that meeting.

THE MEETING WAS CONCLUDED AT 8.34 PM

CHAIRMAN



**BUDGET 2019/20: SERVICE DASHBOARDS AND SERVICE CHANGE IMPACT ASSESSMENTS (SCIAs)**

**Economic and Community Development Advisory Committee - 25 September 2018**

|                    |  |
|--------------------|--|
| Report of          | Chief Finance Officer  |
| Status             | For comment  |
| Also considered by | <p>Planning Advisory Committee - 2 October 2018</p> <p>Legal and Democratic Services Advisory Committee - 4 October 2018</p> <p>Direct and Trading Advisory Committee - 9 October 2018</p> <p>Finance Advisory Committee - 30 October 2018</p> <p>Housing and Health Advisory Committee - 27 November 2018</p> <p>Policy and Performance Advisory Committee - 29 November 2018</p> |
| Key Decision       | No   |

**Executive Summary:**

This report sets out updates to the 2019/20 budget within the existing framework of the 10-year budget and savings plan. The report presents growth and savings proposals that have been identified which need to be considered (if applicable to this Committee), and requests further suggestions from the Advisory Committees, before finalising the budget for 2019/20.

Informed by the latest information from Government and discussions with Cabinet, it is proposed that the Council continues to set a revenue budget which assumes no direct funding from Government through the Revenue Support Grant or New Homes Bonus. This will result in the Council continuing to be financially self-sufficient as set out in its Corporate Plan.

To achieve this aim and to ensure a balanced budget position over the next 10-year period, whilst also increasing the Council's ability to be sustainable beyond that time, a savings requirement of £100,000 per annum is included.

Other pressures may result in a requirement for further savings. Officers will continue to monitor these pressures and report the latest position to Cabinet in December.

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**Portfolio Holder** Cllr. John Scholey

**Contact Officer(s)** Adrian Rowbotham, Ext. 7153

Alan Mitchell, Ext. 7483

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### Recommendation to each Advisory Committee:

- (a) Advise Cabinet with views on the growth and savings proposals identified in Appendix D applicable to this Advisory Committee.
- (b) Advise Cabinet with further suggestions for growth and savings applicable to this Advisory Committee.

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**Reason for recommendation:** It is important that the views of the Advisory Committees are taken into account in the budget process to ensure that the Council's resources are used in the most suitable manner.

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### Introduction and Background

- 1 The Council's financial strategy over the past fourteen years has worked towards increasing financial sustainability and it has been successful through the use of a number of strategies including:
  - implementing efficiency initiatives;
  - significantly reducing the back office function;
  - improved value for money;
  - maximising external income;
  - the movement of resources away from low priority services; and
  - an emphasis on statutory rather than non-statutory services.
- 2 Over this period, the Council has focused on delivering high quality services based on Members' priorities and consultation with residents and stakeholders. In financial terms, the adoption of this strategy has to date allowed the Council to move away from its reliance on general fund reserves.
- 3 Using the data sources available to the Council, this report sets out a budget over the 10-year period but recognises that it is likely that more accurate data will become available in future months and current assumptions may need to be updated.
- 4 In setting its budget for 2011/12 onwards, the Council recognised the need to address both the short-term reduction in Government funding as well as the longer-term need to reduce its reliance on reserves. The outcome was a 10-year budget, together with a four-year savings plan, that ensured the



Council's finances were placed on a stable footing but that also allowed for flexibility between budget years.

- 5 With the Revenue Support Grant provided by Government ceasing from 2017/18 it is important that the council remains financially self-sufficient by having a balanced economy and a financial strategy that is focused on local solutions. These solutions include:
  - continuing to deliver financial savings and service efficiencies;
  - growing the council tax and business rate base; and
  - generating more income.
- 6 The intention of this report is to provide Members of each Advisory Committee an opportunity to give their views on potential growth and savings items that could be included in the updated 10-year budget that will be presented to Council on 26 February 2019.
- 7 The 'Financial Prospects and Budget Strategy 2019/20 and Beyond' report has been presented to Cabinet to start the budget setting process for 2019/20.

#### **Financial Self-Sufficiency**

- 8 The Council's Corporate Plan, introduced in 2013, set out an ambition for the Council to become financially self-sufficient which was achieved in 2016/17. This means that the Council no longer requires direct funding from Government, through Revenue Support Grant or New Homes Bonus, to deliver its services.
- 9 This approach was adopted in response to the financial challenges the Country is faced with in bringing its public spending down to ensure it is able to live within its means. In practice this has seen Government funding to local authorities dramatically reduced since 2010/11 with Sevenoaks District Council receiving no Revenue Support Grant from 2017/8.
- 10 The decision to become financially self-sufficient is intended to give the Council greater control over its services, reducing the potential for decision making to be influenced by the level of funding provided by government to local authorities.
- 11 The Council's decision to seek to become financially self-sufficient was subject to scrutiny by the Local Government Associations Peer Challenge of the District Council during December 2013. In their closing letter to the Council they concluded that they 'fully support that aspiration and given the existing and anticipated squeeze upon public finances this makes much sense'.
- 12 With the Council receiving no Revenue Support Grant from 2017/18 and New Homes Bonus reducing from 2018/19, this approach remains appropriate. The attached 10-year budget assumes no Revenue Support Grant or New

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Homes Bonus. Any funding received from these sources will be put into the Financial Plan Reserve which can be used to support the 10-year budget by funding invest to save initiatives and supporting the Property Investment Strategy. One of the aims of the Property Investment Strategy is to achieve returns of 5%+ when not borrowing or in excess of 3% for schemes that include some external borrowing; therefore using funding for this purpose will result in additional year on year income that is not impacted by Government decisions.

- 13 Cabinet are keen to remain financially self-sufficient and be ahead of the game. This allows this Council to move ahead in the knowledge that it has the financial resources to provide the services that the district's residents want into the future.

### Service Dashboards

- 14 The intention of service dashboards is to provide Members with improved information during the budget setting process to provide context and inform any growth and savings ideas that Members may put forward.
- 15 The Service Dashboards cover a summary of the services provided, objectives, achievements and opportunities, challenges and risks and performance.
- 16 **Appendix A** contains the Service Dashboard for this Advisory Committee and **Appendix B** contains the budget for those services.

### Savings Plan

- 17 **Appendix C** to this report sets out a summary of the savings and growth items approved by Council since the 10-year budget strategy was first used in 2011/12, which have allowed the Council to deliver a 10 year balanced budget.
- 18 The savings plan requires a total of over £7 million to be saved between 2011/12 and 2018/19 which is an average saving of nearly £900,000 per annum. In the fourteen years from 2005/06, over £10m of savings will then have been made.
- 19 The 10-year budget attached shows a net saving or additional income requirement of £100,000 per annum to deliver a long-term sustainable budget.
- 20 Other pressures may result in a requirement for further savings. Officers will continue to monitor these pressures and report the latest position to Cabinet in December.

### Proposed Growth and Savings Items

- 21 Growth items are items that are in addition to non-service issues and risks, such as grant settlements, impacts of economic change and other pressures

highlighted in the 'Financial Prospects and Budget Strategy 2019/20 and Beyond' report considered by Cabinet on 13 September 2018.

- 22 A number of growth and savings items will be proposed at the seven Advisory Committees with the aim of achieving the £100,000 mentioned above. The £100,000 does not necessarily have to all be achieved in 2019/20 but the impact is required to be £1m (i.e. £100,000 x 10 years) over the 10-year budget period.
- 23 The proposed growth and savings items relating to this Advisory Committee are listed in **Appendix D**.
- 24 Service Change Impact Assessments (SCIAs) contain further details for all proposed growth and savings items. SCIAs applicable to this Advisory Committee can be found in **Appendix E**.
- 25 During the budget process last year, each Advisory Committee was asked to provide further growth and savings suggestions to Cabinet. Some suggestions were approved as part of the 2018/19 budget but Cabinet indicated that some other suggestions would be worth keeping on a list for future investigation. The suggestions for future investigation relating to this Advisory Committee are included in **Appendix F** and Members may wish to consider these ideas when proposing growth and savings suggestions.

### **Financial Summary**

- 26 The assumptions currently included take into account the latest information available but a number of assumptions may change before the final budget meeting in February 2018.
- 27 The 10-year budget attached at **Appendix G** includes the changes that were included in the 'Financial Prospects and Budget Strategy 2019/20 and Beyond' report.

### **Role of the Advisory Committees**

- 28 Training sessions on the budget process have been provided to Members in previous years to ensure that they have an understanding of the process and relevant issues to allow them to play an active part in the budget setting process. If Members require refresher training, please contact Adrian Rowbotham, Chief Finance Officer.
- 29 Views of the Advisory Committees on the growth and savings items proposed together with any additional suggestions will be considered by Cabinet at its meeting on 6 December 2018.

### **Process and Timetable**

- 30 This report is the second stage of the budget process as shown in the Budget Timetable (**Appendix H**).

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- 31 It is possible that Advisory Committees may have to re-address service budgets in January if significant changes have taken place leading to a large and unmanageable deficit.

### **Key Implications**

#### Financial

All financial implications are covered elsewhere in this report.

#### Legal Implications and Risk Assessment Statement.

There are no legal implications.

For the effective management of our resources and in order to achieve a sustainable budget it is essential that all service cost changes and risks are identified and considered.

Challenges and risks are included in the Service Dashboards and each Service Change Impact Assessment (SCIA) includes the likely impacts including a risk analysis.

Financial risks will be reviewed again when the Cabinet publishes its proposals for the annual budget.

#### Equality Assessment

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to (i) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, (ii) advance equality of opportunity between people from different groups, and (iii) foster good relations between people from different groups.

Individual equality impact assessments have been completed for all Service Change Impact Assessments (SCIAs) to ensure the decision making process is fair and transparent.

### **Conclusions**

The Strategic Financial and Business Planning process has ensured that the Council follows a logical and well considered process and approach in dealing with the many difficult financial challenges that it has faced. The 10-year budget has further improved this process and helped to ensure that the Council is well placed in dealing with more immediate and longer-term financial challenges.

By becoming financially self-sufficient at an early stage, this Council has become much more in control of its own destiny as the Property Investment Strategy should provide a much more stable income stream than the reducing direct government funding streams.

The attached 10-year budget shows that this Council can continue to be financially stable going into the future with a level of assurance that any council would aspire to.

This budget process will once again be a major financial challenge for a Council that already provides value for money services to a high standard. In making any budget proposals, Members will need to consider the impact on service quality and staff well-being, to ensure that these proposals lead to an achievable 10-year budget that supports the Council's aspirations for customer-focused services.

Members' consideration and scrutiny of the relevant services is an essential and key element in the business and financial planning process. If the net total of growth and savings proposals identified by the Advisory Committees and approved by Cabinet does not reach the £100,000 savings target, additional savings will be required that may result in service changes, to ensure a balanced budget position.

### **Appendices**

Appendix A - Service Dashboards relating to this Advisory Committee.

Appendix B - 2017/18 Budget by Service relating to this Advisory Committee.

Appendix C - Summary of the Council's agreed savings plan and growth items.

Appendix D - New growth and savings items proposed relating to this Advisory Committee (if applicable).

Appendix E - Service Change Impact Assessment forms (SCIAs) for the new growth and savings items relating to this Advisory Committee (if applicable).

Appendix F - Update on growth and savings suggestions made last year by this Advisory Committee (if applicable)

Appendix G - 10-year budget.

Appendix H - Budget timetable.

### **Background Papers**

None

**Adrian Rowbotham**

**Chief Finance Officer**



# Service Dashboard

## Portfolio for Economic & Community Development

### The services we provide

Economic development, business continuity, emergency planning, regeneration, town centres, tourism, West Kent Partnership, West Kent Leader Programme, Community Grants, Community Plan, Community Safety, Youth, Parishes

#### Service contribution

Statutory service



Income generating



Working in partnership



#### Corporate priorities

Self-sufficiency ✓

Value for Money ✓

Safe district ✓

Collect rubbish effectively ✗

Green Belt ✗

Local Economy ✓

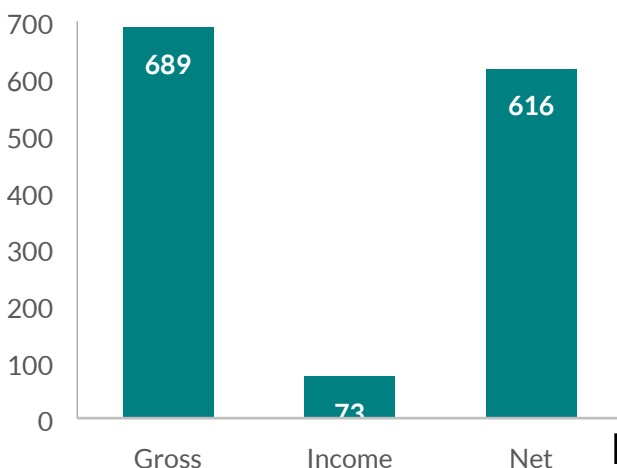
#### Performance



#### Achievements & Opportunities

- Premier Inn hotel completed on time and open to customers
- Actions in the current Community Plan on target
- Low crime rate, reductions in Anti-Social Behaviour and graffiti and compliance with safeguarding duty
- Draft Economic Development Strategy produced
- Enhanced emergency planning resilience through the training of more staff and attendance at numerous exercises

#### Portfolio Budget (£000)



#### Challenges & Risks

- Delivering plans for the development of Council owned sites in Swanley & Sevenoaks
- Delivering on priorities identified in the Community Plan
- Maintaining a low crime rate
- Business Continuity Impact Assessments & Emergency Planning documentation to be reviewed and updated as necessary

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**Economic and Community Development Advisory Committee: 2018/19 Budget by Service**

| <b>Revenue</b>           |  | <b>2018/19<br/>Expenditure</b> | <b>2018/19<br/>Income</b> | <b>2018/19<br/>Net</b> |
|--------------------------|--|--------------------------------|---------------------------|------------------------|
| <b>Chief Officer</b>     | <b>Description</b>                               | <b>£'000</b>                   | <b>£'000</b>              | <b>£'000</b>           |
| Communities and Business | Administrative Expenses - Communities & Business | 26                             | 0                         | 26                     |
| Communities and Business | Community Development Service Provisions         | 0                              | (6)                       | (6)                    |
| Communities and Business | Community Safety                                 | 187                            | 0                         | 187                    |
| Communities and Business | Dunton Green Projects - s106                     | 37                             | (37)                      | 0                      |
| Communities and Business | Economic Development                             | 57                             | 0                         | 57                     |
| Communities and Business | Grants to Organisations                          | 183                            | 0                         | 183                    |
| Communities and Business | The Community Plan                               | 55                             | 0                         | 55                     |
| Communities and Business | Tourism  | 31                             | 0                         | 31                     |
| Communities and Business | West Kent Partnership                            | 30                             | (30)                      | 0                      |
| Communities and Business | Youth  | 36                             | 0                         | 36                     |
| Env & Op Svs             | Civil Protection                                 | 47                             | 0                         | 47                     |
|                          |  | <b>689</b>                     | <b>(73)</b>               | <b>616</b>             |

| <b>Capital</b>           |                    | <b>2018/19<br/>Expenditure</b> |
|--------------------------|--------------------|--------------------------------|
| <b>Chief Officer</b>     | <b>Description</b> | <b>£'000</b>                   |
| Communities and Business | Parish Projects    | 51                             |
|                          |                    | <b>51</b>                      |

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| SCIA    |       | Description   | 2011/12 -<br>2018/19<br>£000 | 2019/20<br>£000 | Later Years<br>£000 | Total<br>£000  |
|---------|-------|---|------------------------------|-----------------|---------------------|----------------|
| Year    | No.   |   |                              |                 |                     |                |
|         |       | <b>Direct and Trading Advisory Committee</b>  |                              |                 |                     |                |
| 2016/17 | 8     | Playgrounds: reduction in asset maintenance (reversal of temporary saving item)         |                              |                 | 7                   |                |
| 2016/17 | 9     | Public Conveniences: reduction in asset maintenance (reversal of temporary saving item) |                              |                 | 8                   |                |
|         |       |   |                              |                 |                     |                |
|         |       | <b>Economic and Community Development Advisory Committee</b>                            |                              |                 |                     |                |
|         |       | No savings or growth agreed from 2019/20 onwards  |                              |                 |                     |                |
|         |       |   |                              |                 |                     |                |
|         |       | <b>Finance Advisory Committee</b>   |                              |                 |                     |                |
| 2011/12 | 62,63 | Staff terms and conditions - savings agreed by Council 18/10/11                         |                              | (186)           | (187)               |                |
| 2018/19 | 11    | Members Allowances: increase following JIRP review                                      |                              | 15              |                     |                |
|         |       |   |                              |                 |                     |                |
|         |       | <b>Housing and Health Advisory Committee</b>  |                              |                 |                     |                |
|         |       | No savings or growth agreed from 2019/20 onwards  |                              |                 |                     |                |
|         |       |   |                              |                 |                     |                |
|         |       | <b>Legal and Democratic Services Advisory Committee</b>                                 |                              |                 |                     |                |
|         |       | No savings or growth agreed from 2019/20 onwards  |                              |                 |                     |                |
|         |       |   |                              |                 |                     |                |
|         |       | <b>Planning Advisory Committee</b>  |                              |                 |                     |                |
|         |       | No savings or growth agreed from 2019/20 onwards  |                              |                 |                     |                |
|         |       |   |                              |                 |                     |                |
|         |       | <b>Policy and Performance Advisory Committee</b>  |                              |                 |                     |                |
| 2017/18 | 10    | Apprenticeship Levy (reversal of temporary growth item)                                 |                              |                 | (45)                |                |
| 2018/19 | 3     | Swanley Local Office contract   |                              | (10)            | (15)                |                |
| 2018/19 | 13    | IT Developers: funding for two years (reversal of temporary growth item)                |                              |                 | (51)                |                |
|         |       |   |                              |                 |                     |                |
|         |       | Minor movements between years   |                              |                 | (1)                 |                |
|         |       |   |                              |                 |                     |                |
|         |       | <b>Total Savings</b>  | <b>(7,051)</b>               | <b>(196)</b>    | <b>(188)</b>        | <b>(7,435)</b> |
|         |       | <b>Total Growth</b>   | <b>1,930</b>                 | <b>15</b>       | <b>(96)</b>         | <b>1,849</b>   |
|         |       | <b>Net Savings</b>  | <b>(5,121)</b>               | <b>(181)</b>    | <b>(284)</b>        | <b>(5,586)</b> |

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## New Growth and Savings Proposals: Economic and Community Development Advisory Committee

| SCIA<br>Year   | No. | Description       | Year | Ongoing | 2019/20<br>Impact<br>£000 | Budget<br>Impact<br>£000 |
|----------------|-----|-------------------|------|---------|---------------------------|--------------------------|
| <b>Growth</b>  |     |                   |      |         |                           |                          |
|                |     | none              |      |         |                           |                          |
|                |     | Sub Total         |      |         | 0                         | 0                        |
| <b>Savings</b> |     |                   |      |         |                           |                          |
|                |     | none              |      |         |                           |                          |
|                |     | Sub Total         |      |         | 0                         | 0                        |
|                |     | Net Savings Total |      |         | 0                         | 0                        |

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**SERVICE CHANGE IMPACT ASSESSMENT**

Not applicable for this Advisory Committee as there are no new growth and savings proposals.

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**Update on Growth and Savings Suggestions made last year relating to this Advisory Committees**

Cabinet 07/12/17:

Cabinet discussed the further growth and savings items suggested by Advisory Committees and indicated that the following items be kept on the list for future investigation.

Economic and Community Development Advisory Committee

|   |
|---|
| <b>Growth</b>   |
| Investment in skills training (idea proposed by PPAC but ECDAC remit)                               |
| Improved start up business accessibility, e.g. seed funding (idea proposed by PPAC but ECDAC remit) |
| Encourage development of derelict sites (idea proposed by PPAC but ECDAC remit)                     |
| <b>Savings</b>  |
| None  |

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|   | Plan<br>2018/19 | Plan<br>2019/20 | Plan<br>2020/21 | Plan<br>2021/22 | Plan<br>2022/23 | Plan<br>2023/24 | Plan<br>2024/25 | Plan<br>2025/26 | Plan<br>2026/27 | Plan<br>2027/28 | Plan<br>2028/29 |
|---|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
|   | £000            | £000            | £000            | £000            | £000            | £000            | £000            | £000            | £000            | £000            | £000            |
| <b>Expenditure</b>  |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |
| Net Service Expenditure c/f                                   | 14,470          | 14,687          | 14,966          | 15,321          | 15,705          | 16,083          | 16,468          | 16,859          | 17,254          | 17,655          | 18,166          |
| Inflation   | 732             | 560             | 653             | 470             | 478             | 485             | 491             | 496             | 501             | 510             | 517             |
| Superannuation Fund deficit and staff recruitment & retention | 0               | 0               | 100             | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               |
| Net savings (approved in previous years)                      | (427)           | (186)           | (232)           | 14              | 0               | 0               | 0               | (1)             | 0               | 1               | 0               |
| <i>New growth</i>   | <i>292</i>      | <i>15</i>       | <i>(51)</i>     | <i>0</i>        | <i>0</i>        | <i>0</i>        | <i>0</i>        | <i>0</i>        | <i>0</i>        | <i>0</i>        | <i>0</i>        |
| <i>New savings/Income</i>                                     | <i>(380)</i>    | <i>(110)</i>    | <i>(115)</i>    | <i>(100)</i>    | <i>(100)</i>    | <i>(100)</i>    | <i>(100)</i>    | <i>(100)</i>    | <i>(100)</i>    | <i>0</i>        | <i>0</i>        |
| Net Service Expenditure b/f                                   | 14,687          | 14,966          | 15,321          | 15,705          | 16,083          | 16,468          | 16,859          | 17,254          | 17,655          | 18,166          | 18,683          |
| <b>Financing Sources</b>                                      |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |
| Govt Support: Revenue Support Grant                           | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               |
| New Homes Bonus   | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               |
| Council Tax   | (10,420)        | (10,816)        | (11,157)        | (11,508)        | (11,869)        | (12,239)        | (12,619)        | (13,010)        | (13,411)        | (13,798)        | (14,196)        |
| Business Rates Retention                                      | (2,700)         | (2,096)         | (2,138)         | (2,181)         | (2,225)         | (2,270)         | (2,315)         | (2,361)         | (2,408)         | (2,456)         | (2,505)         |
| Collection Fund Surplus                                       | (255)           | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               |
| Interest Receipts   | (130)           | (250)           | (250)           | (250)           | (250)           | (250)           | (250)           | (250)           | (250)           | (250)           | (250)           |
| Property Investment Strategy Income                           | (735)           | (1,185)         | (1,185)         | (1,185)         | (1,185)         | (1,285)         | (1,329)         | (1,329)         | (1,529)         | (1,529)         | (1,529)         |
| Contributions to/(from) Reserves                              | (14)            | (353)           | (353)           | (353)           | (179)           | (179)           | (635)           | 148             | 148             | 148             | 148             |
| <b>Total Financing</b>  | <b>(14,254)</b> | <b>(14,700)</b> | <b>(15,083)</b> | <b>(15,477)</b> | <b>(15,708)</b> | <b>(16,223)</b> | <b>(17,148)</b> | <b>(16,802)</b> | <b>(17,450)</b> | <b>(17,885)</b> | <b>(18,332)</b> |
| Budget Gap (surplus)/deficit                                  | 433             | 266             | 238             | 228             | 375             | 245             | (289)           | 452             | 205             | 281             | 351             |
| Contribution to/(from) Stabilisation Reserve                  | (433)           | (266)           | (238)           | (228)           | (375)           | (245)           | 289             | (452)           | (205)           | (281)           | (351)           |
| Unfunded Budget Gap (surplus)/deficit                         | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               | 0               |

| <b>Assumptions</b>            |   |
|-------------------------------|---|
| Revenue Support Grant:        | nil all years   |
| Business Rates Retention:     | Business Rates Retention pilot estimate in 18/19, safety-net in 19/20 plus 2% in later years  |
| Council Tax:                  | 2.97% in 18/19, 2% in later years   |
| Council Tax Base:             | Increase of 580 Band D equivalent properties per annum in 19/20 - 26/27, 480 from 27/28   |
| Interest Receipts:            | £130,000 in 18/19, £250,000 in later years  |
| Property Investment Strategy: | £735,000 from 18/19, £1.185m from 19/20, £1.285m from 23/24, £1.329m from 24/25, £1.529m from 26/27 onwards. Sennocke Hotel income included from 2019/20. |
| Pay award:                    | 2% in all years   |
| Other costs:                  | 2.25% in all years  |
| Income:                       | 2.5% in all years except for off-street car parks which are 3.5% from 19/20 -23/24.   |

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2019/20 Budget Setting Timetable

|  | Date                          | Committee                  |
|--|-------------------------------|----------------------------|
| <b>Stage 1</b>   |                               |                            |
| Financial Prospects and Budget Strategy<br>2019/20 and Beyond  | 4 September                   | Finance AC                 |
|  | 13 September                  | Cabinet                    |
| ↓  |                               |                            |
| <b>Stage 2</b>   |                               |                            |
| Review of Service Dashboards and Service<br>Change Impact Assessments (SCIAs)                            | 25 September                  | Economic & Comm. Dev. AC   |
|  | 2 October                     | Planning AC                |
|  | 4 October                     | Legal & Dem. Svs AC        |
|  | 9 October                     | Direct & Trading AC        |
|  | 30 October                    | Finance AC                 |
|  | 27 November                   | Housing & Health AC        |
|  | 29 November                   | Policy & Performance AC    |
| ↓  |                               |                            |
| <b>Stage 3</b>   |                               |                            |
| Budget Update (incl. Service Change<br>Impact Assessments (SCIAs), feedback<br>from Advisory Committees) | 6 December                    | Cabinet                    |
| ↓  |                               |                            |
| <b>Stage 4</b>   |                               |                            |
| Budget Update (incl. Government<br>Settlement information)   | 10 January                    | Cabinet                    |
| ↓  |                               |                            |
| <b>Stage 5</b>   |                               |                            |
| <i>Budget Update and further review of<br/>Service Change Impact Assessments (if<br/>required)</i>       | <i>January -<br/>February</i> | <i>Advisory Committees</i> |
| ↓  |                               |                            |
| <b>Stage 6</b>   |                               |                            |
| Budget Setting Meeting (Recommendations<br>to Council)   | 14 February                   | Cabinet                    |
| ↓  |                               |                            |
| <b>Stage 7</b>   |                               |                            |
| Budget Setting Meeting (incl. Council Tax<br>setting)  | 26 February                   | Council                    |

Note: The Scrutiny Committee may 'call in' items concerning the budget setting process.

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## COMMUNITY PLAN 2017-18 ANNUAL REPORT

Economic and Community Development Advisory Committee - 25 September 2018

Report of Chief Officer, Communities and Business

Status For information

Also considered by Cabinet - 11 October 2018

Key Decision No

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**Executive Summary:** The Annual Report for the second year (2017/18) of the Sevenoaks District Community Plan 2016-19 has been completed and progress against agreed key success measures for each priority within the plan is reported.

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**This report supports the Key Aim of the Community Plan**

**Portfolio Holder** Cllr. Roddy Hogarth

**Contact Officer** Alan Whiting, Ext. 7446

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**Recommendation to Economic and Community Development Advisory Committee:**

That Members note the contents of the report

**Recommendation to Cabinet**

That Members note the Community Plan 2017/18 Annual Report

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**Reason for recommendation:** The report sets out progress against key success measures for the second year of monitoring (2017/18) for the Sevenoaks District Community Plan 2016-2019.

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### Introduction and Background

- 1 The Community Plan creates a long-term vision (2013-2028) for the Sevenoaks District and sets out the community's priorities for action.
- 2 Council approved the Community Plan and strategic level action plan accompanied by key success measures on 10 May 2016.
- 3 The Sevenoaks District Local Strategic Partnership delivers the Community Plan. This is made up of public sector organisations, together with voluntary

## Agenda Item 7

and community sector representatives. It is co-ordinated by Sevenoaks District Council.

### Community Plan Annual Report for the period 1 April 2017 - 31 March 2018

- 4 The Annual report is attached at Appendix A.
- 5 It sets out some of the key outcomes achieved this year by theme of the Community Plan. Each theme also includes some of the key partnership challenges for the year ahead.
- 6 97% of key performance indicators are currently on target, against a target of 85%. A flavour of the work is given below. The Annual Report sets out further information.

|                    |  |
|--------------------|--|
| Safe Communities   | <ul style="list-style-type: none"><li>• 92% of the 2017/18 Community Safety Partnership Action Plan achieved.</li><li>• 12.4% reduction in anti-social behaviour, and the lowest level in the county.</li><li>• 27% reduction in the number of people killed and seriously injured on local roads in the Sevenoaks district.</li></ul>   |
| Caring Communities | <ul style="list-style-type: none"><li>• A new housing strategy “Wellbeing Starts at Home” adopted by Sevenoaks District Council.</li><li>• £40,000 of grants awarded by the Sevenoaks Local Children’s Partnership to support attendance at school, healthy weight and mental health.</li><li>• 22% reduction in the number of families with children under five receiving benefits.</li></ul> |
| Green Environment  | <ul style="list-style-type: none"><li>• Planning and outline planning applications granted by Sevenoaks District Council, incorporated plans for around 4.42 hectares of additional new recreational and open space in the District.</li><li>• Sevenoaks District Council maintained a weekly refuse and recycling collection</li></ul>  |



|                            |   |
|----------------------------|---|
|                            | <p>service.</p> <ul style="list-style-type: none"> <li>• Sevenoaks District Council consulted residents on its Issues and Options for a new emerging Local Plan.</li> <li>• West Kent Communities sold over 125,000 tonnes of reused goods.</li> <li>• Pollution levels across the Sevenoaks District have fallen in all air quality monitoring locations except two sites.</li> </ul>  |
| <p>Healthy Environment</p> | <ul style="list-style-type: none"> <li>• In partnership with Kent County Council, Sevenoaks District Council launched a new holistic One You public health service. Two One You Advisers were appointed in January 2018 already making a significant impact during the first few months.</li> <li>• The Better Care fund, helped some exciting and innovative social prescribing projects, including: <ul style="list-style-type: none"> <li>○ One You Your Home partnership project with Sevenoaks District Council, Age UK, Sevenoaks and Tonbridge (£113,000) for two Advisers working with GPs and older people in Edenbridge and Swanley</li> <li>○ £140,000 to support four new voluntary sector projects aimed at reducing accidents in family homes, tackling hoarding, support to reduce loneliness and improve independent living.</li> </ul> </li> <li>• Sevenoaks District Council working in partnership with the Sevenoaks Area Friendly Community Forum to deliver a “Run Walk or Push for Dementia” event that raised £4,500 to support dementia projects in the District.</li> </ul> |
| <p>Dynamic Economy</p>     | <ul style="list-style-type: none"> <li>• 250 people attended a West Kent jobs fair with 16 people starting work following the event.</li> <li>• Nine business in the District benefitted from</li> </ul>  |

## Agenda Item 7

|                     |   |
|---------------------|---|
|                     | <p>LEADER funding, creating a wide-range of projects from forestry projects at St Clere Estate and Montreal Estate, a visitor centre and shop at Westerham Brewery, a shop and tasting room at Squerrys Estate to glamping at Bore Place.</p> <ul style="list-style-type: none"><li>• Across the County, Sevenoaks District had the lowest level of young people who were not in employment education or training.</li><li>• 420 apprenticeships were started in the District for under 19s and 19-24 year olds.</li><li>• 85% of learners at SupaJam went on to get a full diploma or qualification.</li></ul> |
| Sustainable Economy | <ul style="list-style-type: none"><li>• Sevenoaks District Council's Community Infrastructure Levy Board approved over £1.26 million of projects in the District, including projects in Darent Valley and Swanley Station improvements.</li><li>• 49 units of affordable housing were created in the district by registered social landlords and developers.</li><li>• Significant consultation of local people was undertaken relating to the Local Plan, housing, health services and local projects.</li></ul>   |

### Key Implications

#### Financial

There are no financial implications associated with this report.

#### Legal Implications and Risk Assessment Statement.

There are no legal or human rights issues relating to this report.

#### Equality Assessment

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.

Resource (non-financial)

Work connected with the Community Plan and the administration of the Local Strategic Partnership is undertaken through existing resources.

**Conclusion**

- 7 The percentage of key success measures that are completed or on target to in the 2017/18 Community Plan Annual Report, stands at 97%.

**Appendices**

Appendix A - Community Plan Annual Report 1  
April 2017 to 31 March 2018

**Background Papers:**

Sevenoaks District Community Plan Priorities  
2016-19

**Lesley Bowles,  
Chief Officer for Communities and Business**

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# Sevenoaks District Community Plan Draft Annual Report 2018



This Annual Report is produced by Sevenoaks District Council on behalf of the Sevenoaks District LSP using data and information provided by partners



2017 Run Walk or Push for Dementia event held at Knole Park, raising money to support people suffering from dementia in the District

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| <b>The Local Strategic Partnership: who are we?</b> | <b>Page 5</b>      |
| <b>Safe Communities</b>                             | <b>Pages 6-9</b>   |
| <b>Caring Communities</b>                           | <b>Pages 10-13</b> |
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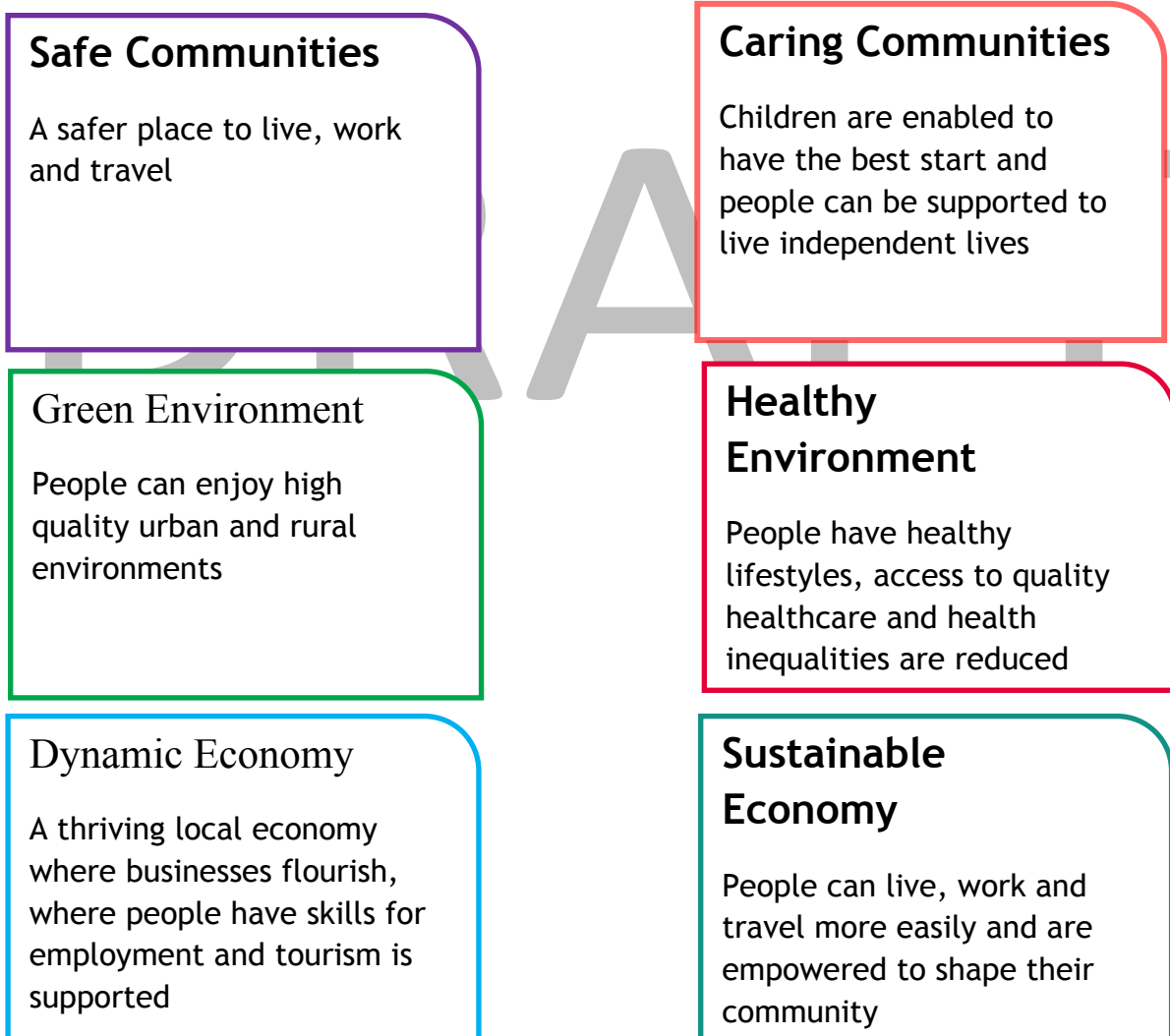
## Introduction

Making it happen – *together* is the Community Plan for the Sevenoaks District. It sets out a 15-year vision that reflects what local people have told us is important to them in the District.

The vision is supported by a three-year plan, which sets out our priorities for action. The current three-year action plan covers the period 2016-17 and ends in March 2019.

This is the second Annual Report for the 2016-2019 Action Plan. It summarises the work of the Sevenoaks District Local Strategic Partnership (LSP) over the last financial year (2017/18).

### Our 15-year vision:



**Our performance**

In order to measure success, we have set out a number of key success measures for each of the priorities set out in this plan.

At the end of the second year (April 2017–March 2018) of the 2016–2019 Action Plan, 92% below of key success measures in the plan were achieved.

|            |  |
|------------|--|
| <b>97%</b> | <b>Key success measures achieved</b>     |
| <b>3%</b>  | <b>Key success measures not achieved</b> |

DRAFT



## The Sevenoaks District Local Strategic Partnership (LSP)

The Sevenoaks District Local Strategic Partnership co-ordinates the monitoring and delivery of the Action Plan. It is made up of representatives from the following organisations:



Dartford, Gravesham and Swanley  
Clinical Commissioning Group



West Kent  
Clinical Commissioning Group



**Kent** Fire &  
Rescue Service



Places to live. Space to grow.





## Safe Communities: We want Sevenoaks to be a safer place to live, work and travel



Helping to promote online safety with the launch of the Digital Sunset Challenge at Sevenoaks Primary School with The Rt Hon Sajid Javid MP on

### Your priorities for action

|            |  |   |
|------------|--|---|
| Priority 1 |  | Make the Police and Partners more visible in communities  |
| Priority 2 |  | Work to keep crime at a low level and respond to the perception of crime                          |
| Priority 3 |  | Support vulnerable and repeat victims of crime and anti-social behaviour                          |
| Priority 4 |  | Tackle anti-social behaviour  |
| Priority 5 |  | Tackle speeding vehicles and improve safety for all road users including pedestrians and cyclists |

## Safe Communities – Key success measures

### Safe 1

**Key Success Measure: To achieve at least 85% of actions in the Community Safety Partnership Strategy and action plan**

- The Sevenoaks District Community Safety Partnership **achieved 92% of actions** the Community Safety Strategy Action Plan during 2017/18. This built on their success during 2016/17 when they achieved 85% of actions in their Action Plan.
- The 2017/18 action plan focussed on Anti-Social Behaviour, including Environmental Crime, Safeguarding, Road Safety, Domestic Abuse, Substance Misuse, Organised Crime Groups, Repeat Locations and Victims and Mental Health.
- This year the Sevenoaks Community Safety Unit (CSU) carried out 653 daily taskings to address reports over the previous 24-hours, and made follow-up visits and calls to residents who reported issues and concerns.
- The Community Safety Partnership continued to target repeat locations of concern to local people during 2017/18. This involved a variety of enforcement activity on the former Convent of Mercy site in Swanley. It also involved information sharing between Community Wardens and Sevenoaks District Council's Anti-Social Behaviour Officer in response to local issues raised in Hartley, West Kingsdown, New Ash Green, Swanley and Westerham, and setting up a new Partners and Community Together Panel in Westerham to address anti-social behaviour, drug concerns, criminal damage and shed-break-ins.
- The Partnership has 50 projects in their action plan and schemes to address specific local community safety issues. This included, gang training attended by 80 people; training on modern slavery and human trafficking attended by 35 people; setting up a rogue traders/scam task group to stop vulnerable adults becoming victims of theft; funding for Kenward Trust to provide sessions in school with over 400 young people about drink and drugs; funding for Kent Fire and Rescue Service to provide a motorbike skills day; a stalking conference attended by over 100 people, and making a You Tube video highlighting how to report anti-social behaviour and what actions partners take.

### Safe 2

**Key Success Measure: Reduce the total number of 'victim-based' crimes as recorded by Kent Police**

- During 2017/18, following a visit by Her Majesty's Inspector of Constabulary, Kent Police changed the way it records crime leading to a significant increase in recorded crime across the County. Over the year, Victim Based Crime went up by 32% (1888 crimes) to 7712 across Sevenoaks District. However, the District had the second lowest recorded crime across Kent, an improvement compared with the previous year when the District had the third lowest crime.

Safe 3

**Maintain the low number of Anti-Social Behaviour incidents (no higher than 3rd in the county)**

- During 2017/18, Sevenoaks District had the **lowest level of Anti-Social Behaviour** in the county, with 1619 recorded incidents to Kent Police. This represents a **12.4% reduction** (231 reports) compared with the previous year.
- This year, the Anti-Social Behaviour Task Group changed to a Community MARAC (Multi Agency Risk Assessment Conference). The Community MARAC provides a better problem-solving forum for managing high-risk vulnerability and repeat victimisation. It recognises that a growing number of ASB cases involve complicated safeguarding, mental health and vulnerable adults.
- Remedies to deal with anti-social behaviour included, warning letters, Acceptable Behaviour Contracts, Community Protection Notices, Criminal Behaviour Orders, Closure Order, support groups, carrying out home visits and referrals into education and employment advice.

Safe 4

**Reduce the number of people killed or seriously injured (KSI) by 2020 (in line with KCC Road Casualty Reduction Strategy)**

- There was a 27% reduction in the number of people killed and seriously injured on local roads in the Sevenoaks District during 2017/18 (40) compared to the figures recorded during 2016/17 (55).
- In both of the previous two years, Sevenoaks District has been **below the County average** for casualties on local roads. Data for the last three year shows a **reducing trend of KSI casualties** in Sevenoaks for both local roads and Highways England maintained roads
- Two multi-agency road operations have been held and drivers who were caught speeding by the Police were given an educational package at the roadside by the Kent Fire and Rescue service and Community Wardens instead of penalty points. Over 15 drivers per session were stopped and the majority took on the 30-minute educational session. Others had penalty notices issued.
- In addition, Speedwatch continued to operate in eight locations in the District. Speedwatch enables groups of volunteer residents to contribute to their community's safety and quality of life by helping reduce excessive vehicle speed. The Sevenoaks District Community Safety Partnership has six speed boards, which are loaned out to volunteers.

Safe 5

At least 85% of actions in the Domestic Abuse Action Plan to be on target

- During 2017/18, the Community Safety Partnership achieved **86% of actions** in the Domestic Abuse Action Plan.
- This year, Community Safety Partnership and Police and Crime Commissioner funded domestic violence programmes in the District that supported:
  - Supported 218 victims of domestic abuse through programmes providing face-to-face support
  - Helped two perpetrators of domestic abuse to stop their abusive behaviour.
- The Sevenoaks District Community Safety Partnership has also successfully expanded community capacity by training 47 women to support women who have experienced domestic abuse.

Key Challenges and Priorities for 2018/19

- The Community Safety Partnership carried out a Strategic Assessment during 2018/19, and the Partnership's agreed priorities were as follows:
  - Anti-Social Behaviour including Environmental Crime;
  - Organised Crime Groups (this is about disrupting criminals behind organised crime, who often intimidate and create fear, often word or mouth and reputation, to prevent local communities reporting what they see);
  - Safeguarding (including Prevent, Gangs, Human Trafficking, Modern Slavery, CSE (Child Sexual Exploitation, Vulnerable Adults and Protecting Children);
  - Substance Misuse;
  - Acquisitive Crime (for example, shop lifting, burglary, theft and robbery);
  - Mental Health;
  - Domestic Abuse.
- During 2018, the Department for Education plans to release an updated version of "Working Together to Safeguard Children". This is the statutory guidance on inter-agency working to safeguard and promote the welfare of children and replaces guidance last issued in 2015. This will make it necessary for all partners to review their safeguarding policies and procedures.


## Caring Communities

We want Sevenoaks to be a place where people can be supported to lead independent, fulfilling lives and where children and young people have the best start



Providing the right support at the right time: Age UK Sevenoaks and Tonbridge and Sevenoaks District Council's One You Your Home Scheme

### Your priorities for action

- |            |   |  |
|------------|---|--|
| Priority 1 |  | Provide the right support at the right time    |
| Priority 2 |   | Improve outcomes for children and young people |
| Priority 3 |   | Reduce poverty and social exclusion            |

## Caring Communities - Your Key Success Measures

### Caring 1

**Housing Strategy completed and promote housing development to meet the needs of older people**

- In July 2017, Sevenoaks District Council adopted its new “**Housing Strategy 2017: Wellbeing Starts at Home**”. This sets out the District Council’s key housing objectives for the coming years. It focuses on health outcomes that can be achieved through a wide-range of housing interventions - all of which will help to contribute to health and wider community
- “Wellbeing Starts at Home” will form a major part of Sevenoaks District Council’s new Local Plan, which it is hoped will be approved in 2018/19.
- “Wellbeing Starts at Home” reflects Sevenoaks District Council’s belief that people’s home environment can have a significant impact on health. If our homes are over-crowded, isolated and under-occupied, badly maintained and full of hazards, cold and damp or unaffordable and causing debt - our health will suffer.

### Caring 2

**Sevenoaks Children’s Local Partnership dashboard of indicators produced and at least 75% of core indicators to be on target.**

- Kent County Council stopped producing the Sevenoaks District Children’s Local Partnership dashboard of indicators during 2017/18 and is currently reviewing the way the partnerships operate.
- However, the Sevenoaks Local Children’s Partnership Group continued to focus on the following priorities during 2017/18:
  - Excess Weight at Year R and Year Six;
  - Persistent Secondary School Absence;
  - Early Help Notifications about Mental Health.
- During 2017/18, a new School Public Health Service (SPHS) took action to support **15 Year Six children and 49 year R children** who were identified as being very overweight. Further information is given under “Healthy 3.”
- During 2017/18, Kent County Council’s Early Help Service received 2006 Early Help Notifications where the primary need identified was children’s mental/emotional health and wellbeing. This is a decrease on the figure of 2018 during the previous year. Mental health has been the most popular reason for referral in both years.
- During 2017/18, Kent County Council’s Troubled Family service supported families who struggle with multiple and complex problems. The Troubled Families Programme brings partners together to help families overcome these problems by working intensively with them to provide the stability and practical support they need to improve their lives.

- Referrals to the Troubled Families Programme are made through the Early Help Service. During 2017/18, on entry to the programme, the most frequent problems for these families have been education issues such as non-attendance at school (85%) and health issues including mental health (77%). School absence remained the biggest barrier to families achieving their outcomes, with 36.4% of children in the programme having more than 10% absence from school for the period to end March 2018. This year, Kent County Council has worked closely with primary and secondary schools as well as families to increase the number of children attending school.
- The Sevenoaks District Local Children’s Partnership made £40,000 of grants during 2017/18 to support delivery of its key priorities, including attendance, mental health and healthy lifestyles. :
  - **Commonwork Trust at Bore Place** – a project to promote healthy weight and reduce childhood obesity;
  - **Fegans** – a project to strengthen and support parents and reduce social isolation;
  - **Project Salus** – a resilience mentoring programme focusing on young people with persistent absence at secondary school or top end of primary, those close to exclusion or home educated/at the point of going down the home education route;
  - **Future Creative** –Strictly Come Cooking project to promotes healthy weight, and provide cookery and healthy eating skills with children and their families combined with physical activities.

**Caring 3**

**The number of families with children under 5 receiving benefits receiving help.**

- During 2017/18, the Sevenoaks District Council HERO (Housing Home Energy and Retraining Options) and the SuperHERO Service provided support to families with young children. SuperHERO aims to tackle the wider social and health issues that can threaten homelessness by taking services out “on the road” to local people in rural and deprived communities.

**Caring 4**

**Percentage of people satisfied with the HERO project**

- During 2017/18, the continued to have a **100% satisfaction rate** from their customers who completed their customer surveys.
- During 2017/18, HERO and SuperHERO:
  - Saw 386 customers and an average of two face-to-face appointments for each customer;
  - For 27 of the 105 cases the service was able to maximise customers income. This was increase by £2,940.90 per week across these customers;



- Customer who had debts, had them reduced by a total of £32,329.36 for 21 customers;
- Five people were prevented from losing their homes who were at immediate risk of eviction.
- Worked with Kent County Council to promote the Bookstart scheme to families in the District. This is a national book-gifting programme and aims to encourage a love of books, stories and rhymes in children from as young an age as possible.

### Key Challenges and Priorities for 2018/19

- Focusing on delivering the new Housing Strategy, “Wellbeing Starts at Home” and providing further integration of health and housing initiatives.
- Responding to the recent legislative changes such as the Housing and Planning Act 2016, the Welfare Reform and Work Act 2016 and the Homelessness Reduction Act 2017. The Homelessness Reduction Act comes into effect on 3 April 2018) and will bring with it changes to economic and affordability assessments including welfare reform, benefit cap and increased property rental price.
- Supporting the implementation of the West Kent Homelessness Strategy 2016-2022. Sevenoaks District Council will work to:
  - Improve the availability of housing for all and preventing homelessness;
  - Improve the supply of housing. With an estimated need for 422 homes per year in Sevenoaks and there is a growing gaps between supply and demand. In addition, the private sector rental market is becoming increasingly out of reach to lower income households. Homes in the Sevenoaks District cost between nine and 11 times the average income;
  - Improve the low standard of some of the housing stock and standards in private rented housing;
  - Improve health and wellbeing by working in partnership with health and social care partners.
- Implementing a new Housing Allocations Policy. Sevenoaks District Council along with other partners, expect to see increasing numbers of homelessness and vulnerability during 2018/19 year because of changes in housing legislation.



## Green Environment

We want Sevenoaks District to be a place where people can enjoy clean and high quality urban and rural environments

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Patrick Chung, newly appointed Recycling Coordinator at Sevenoaks District Council during 2017/18

- Priority 1** Retain the Green Belt and conserve and enhance the value of our countryside and green spaces, particularly Areas of Outstanding Natural Beauty (AONB)
- Priority 2** Maintain a clean local environment
- Priority 3** Ensure new development is designed to a high quality and takes into account local character and the impact on the environment

Green 1

Planning policies used effectively to conserve and enhance the value of our countryside and green spaces

- During 2017/18, Sevenoaks District Council Local Plan policies **successfully protected open and green spaces** in the District, ensuring that key developments in the District contributed to future open space provision.
- Planning and outline planning applications in Swanley and Edenbridge areas have now incorporated plans for around 4.42 hectares of additional new recreational and open space in the District.
- In addition, planning permission was granted for the replacement of the main grass pitch at Greatness Playing Fields with a new 3G synthetic all-weather pitch. The 3G pitch has enabled a much wider range of community groups to make use of the Playing Fields.
- Residents were consulted about the Issues and Options document for the Local Plan 2015-2035. Sevenoaks District Council received 92% support for its preferred option for its objective to “Promote well designed, safe places and safeguarding and enhancing the District’s distinctive high quality natural and build environments”, as follows:
  - Focus growth in existing settlements, including at higher density;
  - Redevelop previously developed / locally-defined 'brownfield' land in sustainable locations;
  - Develop greenfield Green Belt land only in 'exceptional circumstances', where social and community infrastructure is being proposed in addition to housing, which could help address evidenced infrastructure deficiencies in the area.
- Last year, led by the Kent Downs AONB, the Darent Valley Landscape Partnership Scheme (DVLPS) was successful in being awarded a grant from the Heritage Lottery Fund of £2.1 million, towards the £4 million scheme running until summer 2022. This year, Sevenoaks District Council has continued to support the DVLSP and is working with key partners to deliver projects within the valley.
- During 2017/17, North West Kent Countryside Partnership in conjunction with other stakeholders continued to develop the River Darent Catchment Improvement Plan to improve the quality and flow of the river and surroundings.

- Building for Life is a government standard for well-designed homes and neighbourhoods. It is about making sure that developers build well-designed new homes and developments that fit the local character of an area. It also looks at the design of exterior spaces between and around new homes, for example, paths and car parking.
- During 2017/18, Sevenoaks District Council carried out **Building for Life appraisals on three schemes**, with one scoring very good and two scoring good.
- In addition, during 2017/18, Sevenoaks District Council carried out **16 conservation area appraisals** on designated conservation areas. Conservation area appraisals identify and assess the character of a conservation area. An appraisal helps the Local Planning Authority develop initiatives to improve the area and protect it from unsuitable development.

Green 3

**Weekly refuse service collection maintained**

- During 2017/18, Sevenoaks District Council has **successfully maintained its weekly refuse and dry recycling collection service**. Sevenoaks District Council is unique in being the only Council within Kent to maintain a weekly service. It is also one of the few in Kent to retain an in house collection service.

Green 4

**Recycling campaigns delivered**

- During 2017/18, Sevenoaks District Council **exceeded its overall household waste recycled target** for the year, and this has been helped by some successful recycling campaigns and initiatives, including:
  - The production of a new easy to understand recycling guide that has been delivered to all households in the District;
  - The development of a Refuse and Recycling App that it is now testing. It will be available to all residents during 2018/19.
- West Kent Communities manages the Abacus furniture store in Sevenoaks and two others elsewhere in Kent. In addition to providing low cost furniture to those that most need it, the stores **sold 125,000 tonnes of recycled goods** that would otherwise have gone to landfill – the equivalent of 14,000 black bags of rubbish.

**Key Challenges and Priorities for 2018/19**

- Delivering a new Sevenoaks District Local Plan, which will guide housing, employment, retail and other infrastructure needs up to 2035. The new Local Plan will seek to protect the green belt and enhance open spaces through the implementation of the Council's preferred options. At the same time, the Local Plan will need to provide much-needed homes, more opportunities for first time buyers, more affordable homes and more opportunities for older people seeking to downsize.
- Working in partnership with Kent Downs Area of Outstanding Natural Beauty (AONB) to produce and deliver a new AONB Partnership Action Plan
- Considering the impact of revisions to the **NPPF** (National Planning Policy Framework). On 5 March 2018, the government published its revised draft NPPF. The proposed NPPF revisions have implications for the delivery of housing targets in the District along with other strategic issues included in the Local Plan.
- Continuing to work in partnership to restore the Sevenoaks Greensand Commons of Sevenoaks and Westerham. Sevenoaks District Council worked in partnership with Kent Wildlife Trust to secure funding of £65,900 from the Heritage Lottery Fund to develop project proposals prior to submitting a second-round delivery grant application in 2018.
- Continuing to deliver the Darent Valley Landscape Partnership scheme led by the Kent Downs Area of Outstanding Natural Beauty.
- Continuing to work with partners to influence Air Quality through strategic work to influence policy, developments and infrastructure in the District. Pollution levels across the Sevenoaks District have fallen in all air quality monitoring locations except two sites. This is in line with national trends and improved engine and emission standards that have helped reduce pollution levels over the last five years. The Sevenoaks District and Dartford and Sevenoaks Environmental Health Partnership will be working on a new Air Quality Action Plan during 2018.
- Continuing to operate a free airAlert scheme for anyone who suffers from a respiratory condition, including COPD or asthma. The service is delivered in partnership with Kings College London and the Sussex Air Quality Group. During 2018, the Sevenoaks District and Dartford and Sevenoaks Environmental Health Partnership are looking to expand and relaunch the scheme.

## Healthy Environment

**We want Sevenoaks District to be a place where people have healthy lifestyles and where health inequalities are reduced -**





Improving health and wellbeing for all: Run, Walk or Push Dementia Run 2017 at Knole

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|            |  |   |
|------------|--|---|
| Priority 1 |  | Reduce health inequalities and improve health and wellbeing for all |
| Priority 2 |  | Reduce risk taking behaviour that affects health and wellbeing      |
| Priority 3 |  | Encourage access to health services for all                         |

## Healthy Environment: Our key success measures

### Healthy 1

Increase the number of older people living independently for longer and reduce health inequality

- During 2017/18, through Kent County Council funding, Sevenoaks District Council provided healthy lifestyles activities for the over 50s to support people to stay healthier and independent for longer. This included:

- Yoga classes for the over 50s, which increased attendances by 17.2% compared with the same period last year.
- Health walks, which continued to be successful with 6,743 attendances, 67 first time walkers and an additional 38 volunteers trained to lead the walks. In addition to the eight walks, a local voluntary group, Every Step Counts, set up three new walks aimed at people who find it hard to walk for more than an hour.
- Falls prevention classes, which targeted those at risk of falls and sustaining fractures, through identifying risk factors such as history of falls/recent injuries. During 2017/18, Sevenoaks District Council falls prevention classes had 1176 attendances benefitting 86 people.
- This year, Partners delivered **innovative health and housing solutions** that supported people to remain independent in their own homes:
  - The Better Care Fund (BCF) is one of the most ambitious programmes across the NHS and local government to date. It creates a local budget to encourage the NHS and local government to work more closely together, placing people's wellbeing as the focus of health and care services.
  - During 2017/18 Better Care funded around £113,000 for an exciting new partnership project aimed at supporting older people in Edenbridge and Swanley. "One You – Your Home" project is a partnership project between Sevenoaks District Council and Age UK Sevenoaks and Tonbridge. It provides a service for older people who are referred by GPs as needing more general support. The project employs two One You Advisers, who aim to remedy health and housing related issues, reduce demand on GPs, promote independence for customers and provide financial assistance in overcoming obstacles within the home environment. In its first few months, the service has already supported 17 people to access grant funding to support them to stay in their own homes and reduce the need to contact GPs.
  - Nearly £140,000 of Better Care Funding has supported four new voluntary sectors projects that aim to support residents in their health and housing issues. They include identifying and reducing sources of accidents in family homes, help to tackle hoarding, support for loneliness, and support for living independently.
- During 2017/18, Sevenoaks District Council approved over three quarters of a million pounds in Disabled Facilities Grants to provide aids and adaptations to their homes.
- This year, West Kent Clinical Commissioning Group (CCG) made a successful NHS social prescribing bid that will see an additional £300,000 of investment in the West Kent area during the next two years.

- During 2017/18 Sevenoaks District Council worked with the Sevenoaks Area Dementia Friendly Community Forum, and delivered a hugely successful **“Run Walk or Push for Dementia”** charity event. It raised over £4,500 to provide support the work of the Forum in helping people suffering from dementia and their carers.
- West Kent MIND were funded during 2017/18 to provide a **Jasmine course for women**. Jasmine is an eight-week therapeutic support group. It gives women an opportunity to explore problems with emotional health and wellbeing, share experiences with other women who may have similar issues, and learn about different ways to help feel and cope better. This year 11 women in the District have engaged with a Jasmine programme and seven women completed the course. One example of the impact of the course is that one client found the courage to terminate her employment, which was contributing to her depression and is now looking forward to starting her new job in an environment she loves.

**Healthy 3**

**Targeted interventions provided for children measured as or at risk of being overweight or obese**

- This year the School Public Health Service (SPHS) targeted healthy weight schools in Sevenoaks (Edenbridge, Hextable, Horizon Primary and Sevenoaks Primary). Families of very overweight children were offered advice and information, as well as a 6 week 'package of care' to support the family to adopt a healthier lifestyle.
- Across these four schools, 18 Reception year (Year R) and Year Six children were supported by the SPHS service. Across all Sevenoaks schools, 15 Year Six children and 49 Year R children were supported by the SPHS service.

**Healthy 4**

**Targeted interventions provided for adults who are overweight**

- During 2017/18, Sevenoaks District Council with Kent County Council set up a **new holistic “One You” public health service** to support residents to make healthier choices, as well as tackling some of the root causes of health issues. These issues include financial and housing issues, loneliness and isolation, poor mental wellbeing,



lack of home adaptations and unemployment, which are likely to be contributing to the unhealthy behaviours, for example housing and debt.

- During 2017/18, the two One You Advisers were recruited to support local residents to make lifestyle and behaviour changes.
- In the first three months of the One You service had already received an incredible 226 referrals with 206 customer engaged and over 100 customers referred to other support and services for specific help.
- During 2017/18, Sencio Community Leisure supported 2,178 attendances at leisure centres' because of GP referrals.

### Healthy 5

**Success measures in the District Health Deal developed and 50% on target initially, increasing over time to 85%**

- Sevenoaks District Council's and Kent County Council's "**Health Deal – the future of health at a local level**" is a ten-point plan which involves:
  - A health in all policies approach; ensuring everything we do supports a health and wellbeing approach;
  - Tackling the housing causes of ill-health through the work of HERO and SuperHERO service;
  - Establishing an integrated One You assessment system;
  - One You Advisers' carrying out mapping of local services and facilities with GPs and expanding the District's "Social Directory", which is now widely used and distributed to partners;
  - Accessing new external funding to support delivery of the deal;
  - Using a variety of communication methods, including digital marketing, to take health and wellbeing information to residents;
  - Training staff to make appropriate referrals;
  - Improving health in workplaces in the District;
  - Working in partnership with GPs;
  - Making best use of open space and active travel.
- This year, 70% of the success measures in the District Health Deal were on target compared to 50% this year last year.

### Healthy 6

**85% of actions in the Health Inequalities Action Plan to be delivered each year**

- The Sevenoaks District Health Inequalities Action Plan is a partnership document coordinated by Sevenoaks District Council. During 2017/18, partners achieved 85%

of the reported actions to reduce health inequalities in the District, particularly those affecting the most deprived wards.

- The 2018 Public Health Profile for Sevenoaks District shows that life expectancy is 3.3 years lower for men and 2.2 years lower for women in the most deprived areas of Sevenoaks than in the least deprived areas. This is a slight improvement from the previous year, where the 2017 Public Health Profile shows that life expectancy was 3.3 years lower for men and 2.6 years lower for women.

**Healthy 7**

**Complete an Open Space, Sports and Leisure study and deliver a Leisure Strategy with 85% of actions to be delivered**

- Sevenoaks District Council completed an Open Sport and Leisure Study during 2017/18 to assess the level of open space, sport and leisure provision within the District. This includes a Playing Pitch Strategy endorsed by Sport England. These studies have informed Sevenoaks District Council’s emerging draft Local Plan being produced during 2018/19.

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**Key Challenges and Priorities for 2018/19**

- Delivering Multi-Disciplinary Teams delivering integrated health and social care in local communities.
- Continuing to develop the work of the One You service.

- Continuing to develop the Sevenoaks District Health Deal as part of the ten-point enhancement plan.
- Continuing to develop better integration of social prescribing offers across the District.
- Continuing to support vulnerable residents and further developing the work of One You Your Home.
- Continuing to look at how the Better Care Fund can support innovation that enables people to stay in their own homes, reduce admissions to GPs and prevent admissions to hospital.
- Ensuring that the health estate is fit for purpose and provides a quality service for patients.

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## Dynamic Economy

**We want Sevenoaks District to be a place with a thriving local economy, where businesses flourish, and people have skills for employment**



**West Kent Communities delivering an employment skills workshop to unemployed residents this year with Sevenoaks District Council, Catch 22 and SupaJam.**

|            |  |
|------------|--|
| Priority 1 | Identify a supply of employment land and premises to promote economic growth |
| Priority 2 | Improve skills for employment  |
| Priority 3 | Retain existing businesses and encourage new businesses                      |
| Priority 4 | Retain existing businesses, encourage new businesses and promote tourism     |

## Dynamic Economy - Your Key Success Measures

### Dynamic 1

#### Market Sevenoaks District as a place to invest and grow

- During 2017/18, the **following key areas of growth and investment** were noted in Sevenoaks District Council's new emerging Economic Development Strategy covering the period 2018-2021:
  - In **Swanley**, Sevenoaks District Council has continued work on the wider Master Vision for Swanley and Hextable;
  - Sevenoaks Town Council has prepared a **Northern Sevenoaks Masterplan**. This promotes growth around Bat and Ball station as well as making use of quarries on the urban fringe for new housing development and additional commercial and employment space;
  - In the **centre of Sevenoaks**, Sevenoaks District Council has used its land ownerships and work with partners to promote or undertake further development to maintain the vitality of the town centre, including provide a hotel, better parking and office space;
  - The regeneration of the commercial centre in **New Ash Green** continues to be a local priority;
  - **Fort Halstead**, through the approved employment led redevelopment scheme, Sevenoaks District Council hope that this site, in the longer-term, can provide the foundations for a technology and engineering cluster along the North Downs.
- An **Edenbridge Economic Development study** was produced this year. The report highlights four priorities for action: ensuring that Edenbridge continues to be an attractive place to live and that and can support future growth and aspirations; continuing to ensure the High Street remains the focal point for the town centre; supporting existing employment and industry and encouraging economic growth, particularly in rural employment; preserving Edenbridge's strong sense of community while accommodating and capitalising on the towns future growth prospects.

### Dynamic 2

#### Secure funding for business support programmes

- During 2017/18, the **West Kent Partnership funded support** helped:
  - 20 people in Sevenoaks District to access up to two hours free support through the West Kent Business Support Programme;
  - Additionally, the West Kent Partnership started to deliver South East Business Boost where businesses can access 12 hours free support and three businesses from Sevenoaks had signed up for the programme.

Dynamic 3

**Jobs and careers events delivered**

- On 15 March 2018, the **West Kent Jobs and Training Fair** was delivered in partnership between Job Centre Plus, Sevenoaks District Council, Tonbridge and Malling and Tunbridge Wells Borough Councils. Twenty-two companies with current vacancies exhibited and it is estimated that 250 job seekers attended the event. Initial feedback indicates that 16 people have started work following the event.
- During 2017/18, Kent County Council’s Employment and Training Team supported over 90 vulnerable learners from Years 10 and 11, who attended the 2017 **Kent Choices North event**;
- This year, SupaJam also officially announced an exciting partnership with the **Black Deer Festival** of Americana and country music. The festival will take place during the summer of 2018 and will give students an opportunity to get work experience in all aspects of the music industry from event management, public relations, set design, sound and lighting, managing staff in the field to curating and managing the talent.

Dynamic 4

**Economic Needs considered as part of the Local Plan**

- During 2017/18, Sevenoaks District Council carried out a Strategic Housing and Economic Lands Availability Assessment (SHELAA). This is an assessment of the amount of land that is available and suitable to meeting the District’s housing and employment needs. It will form part of an evidence base that will inform the new emerging Local Plan, along with the Economic Needs Study (ENS) jointly commissioned by Sevenoaks District Council and Tunbridge Wells Borough Council during 2016/17.
- The Economic Needs Study analyses the existing employment land in the District and makes recommendations as to how Sevenoaks District Council can support continued economic growth, through the its new emerging Local Plan.

Dynamic 5

**Support rural businesses through the West Kent Leader fund**

- The **LEADER programme** is a European Union (EU) funded programme managed by Sevenoaks District Council. It continues to provide important grant funding to local businesses, particularly those in the rural economy. To date 26 projects in West Kent have benefited from LEADER funding, creating 26 jobs, with a total grant commitment of nearly £900,000.
- Nine businesses in the Sevenoaks District have benefitted from a share of this funding, which will create 14 jobs in the rural area over the next couple of years. These have included projects to manage forestry at the St Clere Estate and Montreal Estate; convert part of Westerham Brewery to a visitor centre including a shop and tasting room; create a shop and tasting room at Squerrys Estate Vineyard; a larder to grow and expand venison sales at Chart Farm shop and establishing a glamping project at Bore Place.

Dynamic 6

Support 16-24-year olds into employment, education or training

- Kent County Council track and measure the number of young people who are not in education training or employment (NEET) between the ages of 16-18. This measures the impact of support they provide to young people to support them back into education, training or employment (EET)
- During 2017/18, the **Sevenoaks NEET (not in employment, education or training) population was consistently low**, with a cohort of 40 in March 2017 and 42 in March 2018, and the **percentage of Year 12 and 13 NEETs in the District was 1.85%**.
- This year, CXK who are commissioned by Kent County Council to support NEETs, undertook work to find out more about the status of those NEETs who destination is classed as “Not Known” (Year 12 and 13). As a result, during 2017/18, there has been a decrease in the Not Known figure for the District from 7.66% to 2.29%.
- CXK has also supported 38 young people to move from NEET to EET in Sevenoaks between 2017/18.
- Kent County Council has supported young people in the District into programmes supporting them to gain functional skills and to prepare and motivate them into education and employment. This year, young people have attended programmes run by Runway Training, Motivise, as well as Catch 22 and SupaJam who based in Swanley.
- SupaJam Education Media and Music work with some of the most vulnerable young people in our community, and they continue to grow from strength to strength. This year, they are celebrating their biggest ever cohort of 70 learners, 85% of whom went on to get a full diploma or qualification.

Dynamic 7

**85% of actions in the Sevenoaks District Economic Development Action Plan achieved**

- **86% of actions** in Sevenoaks District Council’s Economic Development strategy were achieved during 2017/18. A new Economic Development Strategy for the period 2018-2021 is currently being prepared for consultation.
- This year:
  - Sevenoaks District has continued to have low unemployment with a rate of 0.8% in March 2018, which is lower than the Kent average of 2% and the lowest in the county.
  - The number of Jobseeker’s Allowance claimants within the District decreased throughout the Economic Development Strategy period with 870 (1.2%) claimants in March 2014 compared to 490 (0.7%) claimants in June 2018.

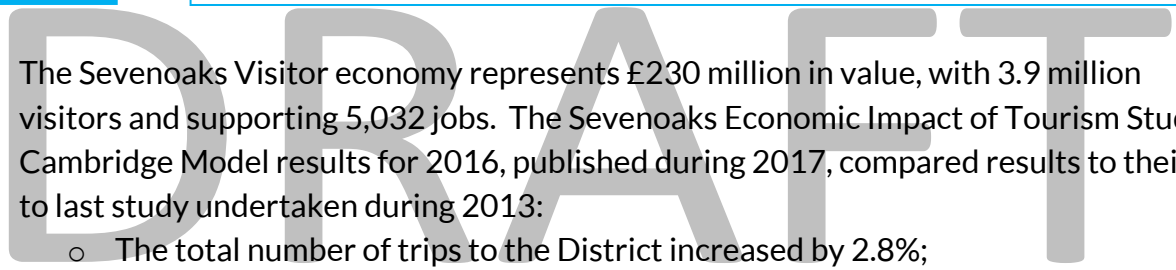
Dynamic 8

**Tourist destination Management Plan delivered, and visitor stays increased**

- The Sevenoaks Visitor economy represents £230 million in value, with 3.9 million visitors and supporting 5,032 jobs. The Sevenoaks Economic Impact of Tourism Study Cambridge Model results for 2016, published during 2017, compared results to their to last study undertaken during 2013:
  - The total number of trips to the District increased by 2.8%;
  - The value of day visits has increased at a higher rate (6%) than the volume (3%), meaning that visitors are spending more;
  - The numbers of jobs generated by the visitor economy has increased by 4%.
- This year, Sevenoaks District Council completed a Visitor Economy Study that will form part of the evidence base of the emerging Local Plan and Economic Development Strategy 2018-21.
- Sevenoaks District Council celebrated making excellent progress in facilitating the building of a new Premier Inn on land owned by the Council. It is expected to open during the summer of 2018. The hotel will enhance the District’s current accommodation offer by providing an additional 83 rooms.

Dynamic 9

**Apprenticeship opportunities encouraged over the three-year plan period**





- The Department for Education published figures for apprenticeship starts in the Sevenoaks District published in 2017. They show apprenticeship starts by apprenticeship level (intermediate, higher and advanced) and age group. The results show that for the under 19s and 19-24s, **420 apprenticeships were started** during 2016/17. This is a slight increase from 410 in the same period in the previous year. Department for Education data also shows that the sectors with the highest starts in the District were as follows: retail, commercial and enterprise; business, administration and the law; engineering and manufacturing; technologies; health, public services and care.
- During 2017/18, West Kent Housing supported 140 people with direct training and employment support, employed nine apprentices and gave intensive one-to-one support to 17 people, all of whom found employment.

### Key Challenges and Priorities for 2018/19

- Completing and delivering Sevenoaks District Council's emerging draft Local Plan - informed by an Economic needs and Retail Study. The emerging Local Plan will play a critical role in looking at how planning can generate conditions for investment and growth. It will do this through the Council's preferred options and policies relating to economic land and development and infrastructure, as well as policies for a vibrant and balanced economy.
- Producing and delivering Sevenoaks District Council's emerging Economic Development Strategy for 2018- 2021. This will identify how the Council can develop the economy through:
  - Encouraging growth and investment in the District;
  - Ensuring the District has the right infrastructure to support growth and investment, for example, roads, buildings, transport provision;
  - Supporting the visitor economy;
  - Improving skills for employment;
  - Encouraging enterprise.
- Responding to Brexit: this year, all partner plans are set against the backdrop and uncertainty around Brexit and its chief impacts, and whether we leave the European Union with or without a deal. This will mean carefully considering the economic impacts on our District, particularly job and businesses, including those in London as we have a high percentage of residents who out-commute, agriculture given the rural nature of the District, tourism, road infrastructure and housing.



# Sustainable Economy

We want Sevenoaks District to be a place where people can live, work and travel more easily and are empowered to shape their communities

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Improving access to local services with Imago's Dial 2 Drive community transport service

Knights GARDEN CENTRES plant and life 28th September

|            |  |
|------------|--|
| Priority 1 | Reduce the need to travel. Promote and improve access to key local services and public and community transport           |
| Priority 2 | Provide additional housing development, including the right mix, types and tenures and to meet the needs of older people |
| Priority 3 | Work with people to deliver strong, active, and sustainable communities  |

## Sustainable Economy - Your Key Success Measures

Sustainable 1

Projects delivered and/or supported by the CIL (Community Infrastructure Levy) infrastructure plan

- 20 bids were submitted to Sevenoaks District Council’s CIL Board to consider during 2017/18. Following a validation process, seven bids were discussed by the Board, with funding agreed for a **total value of £1.26 million** for the following projects:
  - Darent Valley Flood Alleviation Scheme;
  - Four Elms Playground, Hever;
  - Darent Valley Path enhancement programme;
  - Swanley Station improvements;
  - Refurbishment of the Bat and Ball Station, Sevenoaks
  - Rebuild of Sevenoaks Day Care Nursery;
  - Re-provision of Westerham Public toilets.

**Sustainable 2**

**Housing Strategy in place by 2017 and embedded in the emerging Local Plan**

- For more information, see “Caring 1”. In July 2017, the District Council adopted its new ‘Housing Strategy 2017: Wellbeing Starts at Home’. This sets out the District Council’s key housing objectives for the coming year.

**Sustainable 3**

**Deliver a range of affordable housing solutions across the District to meet identified need**

- Registered Social Landlords in the District delivered **forty-nine new affordable housing units** during 2017/18 across a range of types and tenures as follows:

| Housing Association | Scheme Address  | Number of affordable new units |
|---------------------|---|--------------------------------|
| Orbit               | Phase 8a (ex- phase four) Ryewood Meadows, Dunton Green (WKCS)        | 27 units                       |
| West Kent           | Downs View (United House), Goldsel Road, Swanley,                     | 6 units                        |
| Hyde                | Canville Rise, Maple Grange, Westerham (Former Churchill School site) | 15 units                       |
| Advance             | Park Lane, Kemsing  | 1 unit                         |
| <b>Total</b>        |   | <b>49 affordable new units</b> |

**Sustainable 4**

**Support delivery of the implementation plan in the Sevenoaks District Strategy for Transport**

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- This year, Sevenoaks District Council and Kent County Council (KCC) jointly commissioned a Swanley **Transport Study**. The purpose of the study was further to inform the development of Sevenoaks District Council’s Swanley and Hextable Master Vision, as well as an evidence base for the emerging Local Plan.
- During 2017/18, Sevenoaks District Council’s Community Infrastructure Spending Board, agreed to fund £0.75 million to a scheme to improve Swanley Station. Sevenoaks District Council working in partnership with Kent County Council, Southeastern Railway and Network Rail supported this. It will also act as match funding to secure a further £1.5million from the South East Local Enterprise Partnership’s Local Growth Fund.

**Sustainable 5**

**Potential new cycle routes identified**

- During 2017/18, a Cycling Strategy Working Group set up by the Sevenoaks Joint Transportation Board, progressing design and feasibility work for a new cycle route between Otford and the Vine, Sevenoaks. This is an ongoing piece of work, as part of the route would involve raising the parapets / barriers on the flyover over the M26. Kent County Council and Highways England are looking at this.

**Sustainable 6**

**Increase number of people who are involved in decision-making**

- During 2017/18, Sevenoaks District Council undertook a major nine-week Local Plan Survey and Issues and Options consultation.
- The survey was sent to every household in the District, (around 50,000), and had over 15,000 responses returned, some 30% of the total number of households in the District. The consultation also successfully reached young people with over 237 survey responses received from pupils at Orchard and Knole Academies.
- During 2017/18, Sevenoaks District Council looked at ways it could generate funding, in the absence of government grants, to improve local services and make improvements to local areas where it owns land. Sevenoaks District Council successfully engaged residents about plans to deliver some new housing as a means of doing this, and included:
  - A consultation with local residents in the Stangrove estate, Edenbridge, about an initial proposal to make requested improvements to parking, along with improvements to green and open spaces, funded by 13 new units of housing. Over 200 people took part in the drop-in events and the online survey.

- A consultation on Sevenoaks District Council's plans to secure planning permission to sympathetically convert two of the three existing agricultural buildings at Timberden Farm, Eynsford. This was on plans to provide two high quality homes and demolish a third building. Over 100 took part in the drop-in event supported by DHA Planning.
- The West Kent Resident involvement team undertook 132,957 engagements during 2017/18, involving residents in helping to shape the services that are provided to them by West Kent Housing Association.
- During 2017/18, West Kent Clinical Commissioning Group (CCG) carried out a number of public consultations and engagement activities, including:
  - A consultation on the future of health services in Edenbridge. 432 people attended the public meetings and 1,159 responded to the survey.
  - Six listening events on local care and urgent care as part of the broader Strategic Transformation Plan. 200 people attended the events.
  - Consulting key stakeholder about the design of a new falls service. 249 people responded to the survey.
- This year, West Kent CCG and Dartford Gravesham and Swanley CCG, were involved in a consultation on improving urgent stroke services in Kent and Medway. So far over 5,000 responses have been received.

### Key Challenges and Priorities for 2018/19

- Delivering the new "Housing Strategy 2017, Wellbeing Starts at Home".
- Setting up and operating an affordable housing company: Sevenoaks District Council is hoping to set up and use an affordable housing company as a vehicle to build new affordable homes in the District, in line with the housing strategy.
- Reviewing the District's infrastructure and transport needs. The emerging Local Plan will offer an opportunity to review the Cycling Strategy and bring it into line with Kent County Council's ambitions for promoting greater opportunities for Active Travel.
- Working with voluntary and community transport providers to produce a new community transport brochure for residents in the District. Transport continues to be a priority for all partners and with ever-growing pressures on public services, county budgets for transport services are increasingly challenged to meet local needs, particularly in a District with a significant rurality. Voluntary and community groups are also finding it increasingly difficult to find funding to support vital voluntary and community transport services for local residents.
- Continuing to ensure local people are informed and consulted by partners' about developments and regeneration opportunities in the District.



**For more information or to get in contact**

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Email [community.plan@sevenoaks.gov.uk](mailto:community.plan@sevenoaks.gov.uk)

**This publication is available in large print and can be explained in other languages by calling 01732 227000**



**SEVENOAKS DISTRICT COMMUNITY SAFETY STRATEGY & ACTION PLAN ANNUAL REPORT 2018-19**

**Economic and Community Development Advisory Committee - 25 September 2018**

Report of : Chief Officer Communities and Business

Status: For Information

Key Decision: No

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**Executive Summary:** This report looks at the work of the Community Safety Partnership from April 2017 - March 2018.

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**This report supports the Key Aim of Safe and Caring Communities.**

**Portfolio Holder** Cllr. Roddy Hogarth

**Contact Officer** Kelly Webb, Ext. 7474

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**Recommendation to Economic & Community Development Advisory Committee:**

To consider the Sevenoaks District Community Safety Partnership's Annual Report for 2017-18.

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**Reason for recommendation:** To keep Members updated on the work of the Sevenoaks District Community Safety Partnership.

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**Introduction and Background**

In 2006, a review of the partnership provisions of the Crime and Disorder Act 1998 and the Police Reform Act 2002 led to a series of recommendations to strengthen and extend existing requirements through the experience gained from partnership working. This resulted in a new set of national minimum standards which came into force in August 2007.

The 1998 Crime & Disorder Act included the requirement to produce a detailed crime and disorder audit through consultation with key agencies and the wider community and to use the findings to identify strategic priorities and take action to address them. The new national standards placed a legal obligation on responsible authorities to comply with the specified requirements, one of which was the creation of an annual strategic assessment in place of the previous 3 yearly audit.

The Sevenoaks District Community Safety Strategy & Action Plan 2017-18 was put in place for the year ended March 2018 and the report, attached at the Appendix, is a summary of the work that has taken place over the year to deliver that action plan.

## Agenda Item 8

### Key Implications

#### Financial

The cost of the action plan itself is minimal. Funding to implement the plan is provided by all partner agencies through their core budgets with additional funding from the PCC (Police & Crime Commissioner) and other external funding streams.

#### Legal Implications and Risk Assessment Statement.

National Standards require Partnerships to produce an annual action plan which is reviewed and updated annually. The requirement to produce an action plan to take forward a multi-agency approach to community safety stems from the Crime & Disorder Act 1998.

#### Equality Assessment

- 1 Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to (i) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, (ii) advance equality of opportunity between people from different groups, and (iii) foster good relations between people from different groups. The decisions recommended through this report directly impact on end users. The impact has been analysed and does not vary between groups of people. The results of this analysis are set out immediately below.
- 2 There are no negative impacts - the annual report applies to all. All victims of crime and anti-social behaviour are treated equally and fairly regardless of disability, age, sexual orientation, gender reassignment, marital or civil partnership, race, gender, carer status or religion and belief.

| Consideration of impacts under the Public Sector Equality Duty:   |        |   |
|---|--------|---|
| Question  | Answer | Explanation / Evidence  |
| a. Does the decision being made or recommended through this paper have potential to disadvantage or discriminate against different groups in the community? | No     | The Annual Report assists with the provision of services to support District residents, including victims of crime.   |
| b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?                                    | Yes    | The Annual Report addresses issues that affect the whole community including specific groups, such as older people, families, young people and people with disabilities |



| Consideration of impacts under the Public Sector Equality Duty:                                 |        |                                |
|---|--------|--------------------------------|
| Question  | Answer | Explanation / Evidence         |
| c. What steps can be taken to mitigate, reduce, avoid or minimise the impacts identified above? |        | No negative impacts identified |

**Conclusions**

The Community Safety Annual Report highlights the work of the Community Safety Partnership throughout 2017-18

**Appendices**

Sevenoaks District CSP Annual Report 2017-18

**Background Papers:**

**Lesley Bowles**  
**Chief Officer for Communities and Business**

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Sevenoaks District Community Safety Partnership



Annual Report 2017-18 - DRAFT

Produced by: Sevenoaks District Community Safety Partnership

June 2018

## Agenda Item 8

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## Introduction

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### Background

Community Safety Partnerships were set up under the 1998 Crime & Disorder Act. Their purpose is to bring together all of the agencies in an area who can have an impact on crime, anti-social behaviour and the fear of crime. In Sevenoaks District, the Sevenoaks District Community Safety Partnership undertakes this role. Co-ordinated by the Council, its membership includes the Police, Kent Fire & Rescue Service, Kent County Council, the Probation Service, Housing Associations and others. A full list of partners is given on page 18 of this report.

The Partnership has 3 key aims. They are to:

- Reduce and detect crime
- Reduce anti-social behaviour and the fear of crime
- Strengthen community involvement

### 2018 Strategic Assessment

One of the Partnership's functions is to undertake an annual strategic assessment which identifies current and future community safety issues using evidence, consultation and analysis. It then puts in place a multi-agency action plan aimed at tackling the identified priority issues.

The 2018 Strategic Assessment will include a comprehensive analysis of crime and other data. This will identify local needs for 2019/20 to help the Partnership put in place its annual priorities. It will be published early in 2019.

### Annual Report

This Annual Report looks at what the Partnership and the Community Safety Unit (CSU) have achieved over the last financial year (1 April 2017 - 31 March 2018). The Sevenoaks District Community Safety Partnership **achieved 92% of actions** the Community Safety Strategy Action Plan during 2017/18. This built on their success during 2016/17 when they achieved 85% of actions in their Action Plan.

### COMMUNITY SAFTY PRIORITIES FOR 2017/18 - PARTNERSHIP ACTIVITY

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#### Anti-Social Behaviour including environmental crime

The Anti-Social Behaviour Crime & Policing Act 2014 was implemented in 2014. The Act replaced nineteen pre-existing measures with six new measures for tackling anti-social behaviour and providing protection for victims and communities.

The community trigger and community remedy empower victims and communities, giving them a greater say in how agencies respond to complaints of anti-social behaviour and out-of-court sanctions for offenders.

A summary of the new powers are below:-

**Civil Injunctions** - This is a civil order for anyone over the age of 10yrs old. A civil rather than criminal standard of proof is required. It is awarded based on the balance of probabilities that the person has engaged or is threatening to engage in behaviour capable of causing nuisance and annoyance. A Civil Injunction can prohibit individuals from engaging in certain behaviour and can require them to engage in positive interventions.

**Criminal Behaviour Order** - Issued by any criminal court against a person who has been convicted of an offence, this Order aims to tackle the most persistently anti-social individuals who are also engaged in criminal activity. The court must be satisfied beyond reasonable doubt that they have engaged in behaviour that has caused or is likely to cause harassment, alarm or distress and that the Order will help prevent them from engaging in such behaviour.

**Dispersal Power** - The dispersal power is a flexible power which the Police can use in a range of situations to disperse anti-social individuals and provide immediate short-term respite to a local community. The Council is not able to use this power. There is no statutory requirement to consult the local council with the new dispersal power, but the authorising officer may consider doing so in some circumstances.

The Police must specify the area to which it relates and can determine the time and the route by which people must leave the area.

**Community Protection Notice** - This Notice is to stop a person, business or organisation committing anti-social behaviour which spoils the community's quality of life. The behaviour has to have a detrimental effect on the quality of life in the locality, be of a persistent or continuing nature and be unreasonable. It imposes requirements to stop doing specified things, requirements to do specified things and a requirement to take reasonable steps to achieve specified results. A written warning has to be issued informing the perpetrator of the behaviour, requesting them to stop and the consequences of them continuing.

**Public Spaces Protection Order** - This is designed to stop individuals or groups committing anti-social behaviour in a public space.

The behaviour has to have a detrimental effect on the quality of life in the locality, be of a persistent or continuing nature and be unreasonable. Restrictions and requirements are set by the Council after consultation with Police, PCC and other relevant bodies. There can be blanket restrictions/requirements or they can be targeted at certain behaviours or times.

**Closure Power Notice** - This allows the Police or Council to quickly close premises which are being used, or likely to be used, to commit nuisance or disorder. It can be used if nuisance to the public or disorder near the premises has occurred or will occur if the power is not used. The Notice can be served out of court but cannot prevent the owner or occupants from accessing the premises.

**Closure Power Order** - This allows the Police or Council to quickly close premises which are being used, or likely to be used, to commit nuisance or disorder. It can be used if disorderly, offensive or criminal behaviour, serious nuisance to the public or disorder near the premises has occurred or will occur if the power is not used. The Order needs to be applied for through the courts after a Closure Power Notice has been served. It can close a premise for up to 6 months and can restrict all access.

**Community Remedy** - The Act requires each local policing body (and therefore not the Council) to prepare a community remedy document for its area with a list of actions to be carried out by a person who has: -

Engaged in anti-social behaviour or has committed an offence; and is to be dealt with for that behaviour or offence without court proceedings. The community remedy document will be used by the Police as part of the existing process for delivering community resolutions.

It is proposed that this will give victims of low-level crime and anti-social behaviour a say in the punishment of perpetrators out of court.

**Community Trigger** - The trigger can only be progressed if at least three incidents of anti-social behaviour are reported to the relevant bodies within the previous six months.

The anti-social behaviour must be a repeat of the same or similar incident. The incidents must have been reported within one month of taking place. In Kent, a single policy has been adopted, but with adaptation to local needs. Any application for the trigger will be considered by the Community Safety Unit at its daily tasking meeting to decide whether or not the trigger threshold has been met at which point the Community Trigger application will be validated and a review will be initiated.

**Between April 2017 - March 2018** the legislation has been used as follows:

No community triggers have been raised

1 x Criminal Behaviour Order was served on an individual in October 2017

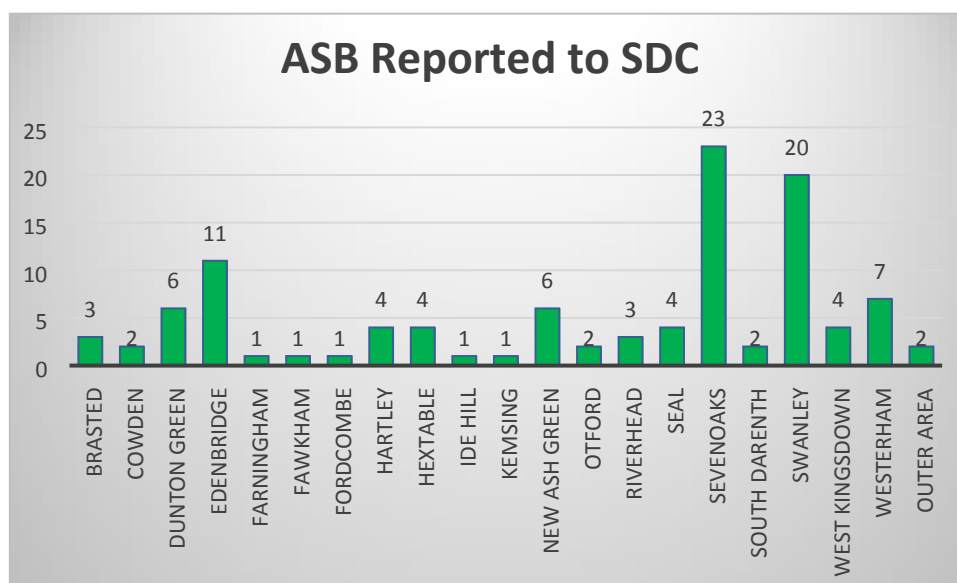
## Agenda Item 8

9 x Community Protection Warnings were served

5 X Community Protection Notices were issued

The **SDC ASB Officer** has worked on 108 reports of anti-social behaviour from residents. This is an increase of 15 calls compared to the same period last year.

Chart 1 shows the areas where calls have been received. The highest number of calls were concerning nuisance reported about groups of young people and neighbour nuisance.



The ASB Task Group in September 2017 became a Community MARAC (Multi Agency Risk Assessment Conference). The Community MARAC is designed to address medium and high risk victims, offenders and problem locations. The areas of work covered are:

- ASB incl Disputes & Environmental Crime
- Hate related incidents
- Mental Health concerns
- Persistent offenders of crime and Disorder
- Vulnerable victims and locations including Child sexual exploitation, human trafficking and modern slavery and gangs
- Vulnerable adults and young persons
- Substance Misuse
- Low to Med risk Domestic Abuse

The meetings are chaired by the CSU Police Sargent and Vice Chair is the Community Safety Manager.

The number of recorded incidents of ASB to Kent Police in Sevenoaks District, 1 April 2017 - 31 March 2018, is the lowest in the County, at 1619 incidents. This is a 12.4% reduction (231 reports) compared with the previous year.

**PACT (Partners & Communities Together) Panel** meetings are set up in Swanley, Edenbridge, West Kingsdown and New Ash Green. The Panels consist of Partner



Agencies including the District Council, Police, Housing Associations and local Town or Parish Councils, businesses and residents. Activities include youth projects, community litter picks and joint walkabouts with local housing officers and community wardens to tackle environmental issues. A new PACT for Westerham was set up in December 2017 due to a rise in anti-social behaviour and burglary. A meeting was held with partners and local organisations and an action plan was implemented.

There were two **Environmental Visual Audits (EVAs)** this year, in areas identified by local task and finish groups.

**Mobile CCTV** has been deployed to target ASB and criminal damage. The CSP has 5 cameras. They were deployed in Azalea Shops, Swanley; Bradbourne Vale Road, Sevenoaks; Moultain Hill, Swanley and Caxton Close, Hartley. The cameras are monitored by the CSU.

### Safeguarding

**Gang Training** was delivered in by 'Reform Restore Respect' and Kent Police, attended by 50 people. A further training session was held by the KCC Community Safety Team in February 2018 for front line workers. Over 30 people attended the training.

In May 2017 the CSU set up a gangs Working Group addressing issues at Bat and Ball Station and Swanley White Oak area. Agencies including British Transport Police, Housing Associations, Rail Enforcement Officers, youth workers, Kenward Trust, Kent Police, SDC and local Town and Parish Council representatives. The group are looking at young people who are being influenced to deal in drugs and cause ASB in the areas. Work has been done on the trains and in those specific areas reported, ensuring the safeguarding of young people.

**Prevent** - The Counter Terrorism and Security Act received Royal Assent on 12 February 2016, placing the Prevent Programme on a statutory footing. Part 5 of the Act (Chapter 1 s. 26-35) places a general duty on all specified authorities to, when exercising their functions, have due regard to the need to prevent people from being drawn into terrorism.

It came into effect for local authorities in June 2016 as part of the Government's counter-terrorism strategy, Contest. It aims to stop people becoming terrorists or supporting extremism. It addresses all forms of terrorism but continues to prioritise according to the threat posed to national security.

The three specific objectives of Prevent still stand and focus on:

1. Challenging the ideology that supports terrorism and those who promote it;
2. Protecting vulnerable individuals to prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support; and
3. Supporting sectors and institutions where there are risks of radicalisation.

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The Community Safety Partnership developed a Prevent action plan, which was one of the first in Kent and has been seen as good practice by Kent Police. It is monitored at the Strategic Partnership meetings.

Members of the Community Safety Team were trained to deliver Home Office approved Op Wrap 3 Prevent Training.

In October 2017 we delivered Prevent training to 30 new staff members. This followed the training of 318 people in the previous years. The CSU received 3 Prevent Channel Panel referrals this year. All were discussed at the multi-agency panels, with no further outcome, but support was given. All referrals were aged under 18.

**Modern Slavery and Human Trafficking** is also a duty for Local Authorities who must ensure that we safeguard anyone reporting that they have suffered the above. On 16<sup>th</sup> June the Community Safety Partnership held training attended by over 35 people, to enable them to spot signs and report using the correct process.

There have been proactive days of actions addressing modern slavery and human trafficking and all nail bars and car washes in the District were visited over a number of days.

**CSE (Child Sexual Exploitation).** Work has been ongoing and has been linked into the gangs work. CSE day was in March 2018 and the CSU did a lot of online social media messaging. The Community Safety Manager is the CSE Champion for the Community Safety Partnership and the District Council. Our partner agencies also have CSE Champions within their own organisations.

**Young People.** In September 2017 Kent Police changed the way they work and delivered their 'New Horizons' approach. This created dedicated PCSO roles, one of which is a Vulnerable Young People's Officer. Their role is to liaise with schools around safeguarding young people, addressing CSE and vulnerable young people. This officer sits within the CSU. The CSP links with the Kent Children's Safeguarding Board and the Community Safety Manager sits on 3 of the Board's sub groups for Safeguarding Leads, Online Safety and the Threats, Risks and Vulnerabilities group.

**Vulnerable Adults** There have been a number of safeguarding referrals for older people and vulnerable adults. Again there is a dedicated PCSO for Vulnerable Adults and this role started in September 2017. The role is looking at all concerns for adults and repeat victims. In May 2018 a Rogue Traders/Scams Task Group was set up to help stop vulnerable adults becoming victims of theft.

### Road Safety

2 multi-agency road operations have been held by the Police, KCC Community Wardens and Kent Fire & Rescue Service (KFRS) across the District. Drivers who were caught speeding by the Police were given an educational package at the roadside by KFRS and Community Wardens instead of penalty points. Over 15

drivers per session were stopped and the majority took on the 30-minute educational session. Others had penalty notices issued.

**Speed Watch** volunteer training is now provided by Kent Police on line. Speed Watch Groups are proactive in: Bayham Road, Sevenoaks; Noah's Ark; Chevening; Brittain's Lane, Sevenoaks; Edenbridge; Crockenhill; Westerham; Bessels Green and White Hart Estate, Sevenoaks. Speedwatch is co-ordinated by the CSU.

## Domestic Abuse

Between 1 April 2017 and 31 March 2018 there were 1865 reports of Domestic Abuse to the Police. This was an increase of 399 reports (27%) compared with the previous year.

**Domestic Abuse Training** was held in May to help front line workers to make referrals to the Freedom Programme and Recovery tool kit initiative. Around 40 people attended.

**The Domestic Abuse Voluntary Support Service (DAVSS)** was set up in the District in 2010 and supports any victim of Domestic Abuse who seeks help. Volunteers are trained to a high level to deal with all aspects of Domestic Abuse. They support victims including helping them through any court proceedings. The IDVA (Independent Domestic Violence Advisor) service provided by DAVSS looks at high risk cases through the Domestic Abuse MARAC (Multi Agency Risk Assessment Conference). The Partnership works closely with DAVSS and helps to fund the service for low and medium risk cases. During the year, DAVSS supported 185 victims of domestic abuse in the Sevenoaks District, of which 5 were male victims. There were 125 calls to the helpline, an increase of 14 calls compared to the same period last year.

**The Community Domestic Abuse Perpetrators Programme (CDAP)** has been operating since July 2007 covering West Kent. The programme is a 29 rolling week programme covering 9 modules to help men tackle their abuse. The women and children of perpetrators are supported by a Woman's Support Worker. 2 men from Sevenoaks District attended the course in 2017-18.

**The Freedom Programme** has been designed to help women who have been a victim of or are affected by domestic abuse. It is a 12-week programme which runs for two hours each week in various locations across Sevenoaks District. There were 4 programmes delivered in Swanley, Sevenoaks and Edenbridge and New Ash Green. Two evening programmes were also held, both in Sevenoaks. The programme was attended by 33 women who are suffering or have survived domestic abuse. Trainers were trained to deliver the Recovery Tool Kit and the first session for women was held in Westerham in September with 7 attending.

The Partnership has a multi-agency **Domestic Abuse Working Group**, made up of key workers who are able to have an impact on Domestic Abuse. It updates its action plan annually following the annual conference to ensure that it is focussing on the issues that are important.

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The ISVA Service (**Independent Sexual Violence Advisor**) provides support specific to people who have been sexually assaulted or raped, not necessarily related to Domestic Abuse. The service also offers impartial advice from a variety of sources. The ISVA service offers emotional support and practical advice to anyone and any age. There were 12 referrals between 1 April 2017 and 31 March 2018. ISVA is still supported by the CSP, but is now funded by the Police & Crime Commissioner.

### Substance Misuse

The **Kenward Trust** provides **sessions within schools** and **detached** work to help young people understand the facts about substance misuse and help those misusing drink or drugs to change their behaviour. They run a number of initiatives using a mobile unit and interactive and visual tools to engage young people about the dangers of substance misuse, so that they will make informed and responsible choices. They are also tasked through the CSU daily briefings to attend “hot spot” locations to work with young people and identify and address substance misuse issues.

With PCC funding through the Partnership, Kenward Trust has worked with over 400 young people this financial year in addition to their work in schools. They have also been tasked to work in over 12 locations that have been highlighted by the CSU in response to community concerns over drugs and alcohol.

**CGL** (Change, Live, Grow), commissioned by the Kent Drugs and Alcohol Service, provide early intervention services. This includes breakfast clubs and specialist rehabilitation services. They also undertake home visits to those with children and mobility issues.

**Addaction** is commissioned by the Kent Drugs and Alcohol Service for young people’s services. This includes work around legal highs and preventative work.

### Organised Crime Groups

Criminals behind organised crime often intimidate and create fear, which is intended to prevent the local community reporting what they see. Often the criminals behind this don’t even have to try hard to do this - instead relying on word of mouth and reputation. Over the past year, Organised Crime has seen a more targeted approach by Partnerships. There are two OCGs within the Sevenoaks District. A new monthly meeting started in October 2017 to address OCGs and serious crime. The most common crime types associated with these groups is organised theft.

### Repeat Locations and Victims

Repeat Victims and Locations become a priority throughout 2017-18 through the CSU daily tasking’s and Police data. Many calls have been have been received

from the same areas and Task and Finish Groups have been set up.

### Mental Health

The CSP had identified Mental Health as an issue especially around frequent and repeat callers. The complexity of cases where mental health is involved means that the CSP has to look at each case individually to make sure that the right enforcement and support has been put in place.

A mental health action plan was developed. Actions that have been taken forward are training for staff on mental health, Community MARACs being set up to find the right support for those who need it, a successful funding bid was made to the Police & Crime Commissioner. In May 2018 the Partnership was granted £11,666 for mental health drop in services.

### Police & Crime Commissioner Funding (PCC)

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The PCC funded Sevenoaks District CSP £31,107 and KFRS gave £3500 towards Partnership projects. The table below sets out what the Partnership agreed in March 2017 to spend the funding on.

| Organisation:             | Project Name:  | Proposed Full Year Funding | Actual First Half Funding | Proposed Second Half Funding |
|---------------------------|--|----------------------------|---------------------------|------------------------------|
| Kenward Trust             | Substance Misuse Youth Worker                          | £12,000                    | £ 6,000.00                | £ 6,000.00                   |
| CDAP                      | CDAP – Community Domestic Abuse Perpetrators Programme | £1,500                     | £ 1,500.00                | £ -                          |
| SDC Community Safety Unit | CSU Initiatives  | £11,500.00                 | £ 5,750.00                | £ 5,750.00                   |
| DAVSS                     | Medium Risk DA Victims                                 | £ 6,107.00                 | £ 3,050.00                | £ 3,057.00                   |

The CSU Initiatives spent the £11,500 on the following: -

- KFRS Motorbike Skills Day
- Grant for Photo booth Sevenoaks Town Council Youth Day
- Dog Poop bags
- Grant for Street Art Mural Competition
- Dunton Green Parish Council Match funding for CCTV
- Supply and install commando socket MDK008 - Mobile Cameras
- Digital Sunset Film & Challenge - E-Safety
- Reform Restore Respect
- Purse Minder Bells
- Shed alarms

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- Card Protectors

### Police - New Horizons

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In September 2017, Kent Police launched New Horizons, a change in the way Police deliver daily services. Its aim was to robustly deliver a wider breadth of community engagement, to have specialist roles for PCSOs (Missing Children, Domestic Abuse, Vulnerable Intervention Adults & Youth Engagement) that would sit within the CSUs. New Horizons will provide across the County:-

- A Detective Superintendent for Local Policing to improve service delivery to victims of crime and reduce harm to our communities
- An Additional 100 staff embedded into local policing to enhance the response to Vulnerable adults; children and victims of DA
- Dedicated gang's teams for each Division, in partnership with Community Safety Units, to tackle harm caused by gangs
- 210 PCSOs dedicated to community policing, 90 Specialist PCSOs dedicated to proactive work in communities to reduce harm to potentially vulnerable people
- New Localised safeguarding teams and community liaison officers providing a specialist service to children and adults vulnerable to abuse & exploitation

Over the first 9 months New Horizons has been working well, especially with the dedicated PCSOs bringing their concerns to the daily briefing and being able to be tasked by partner agencies.

During 2017/18, following a visit by Her Majesty's Inspector of Constabulary, Kent Police changed the way it records crime leading to a significant increase in recorded crime across the County. Over the year, Victim Based Crime went up by 32% (1888 crimes) to 7712 across Sevenoaks District. However, the District had the second lowest recorded crime across Kent, an improvement compared with the previous year when the District had the third lowest crime.

### Community Safety Unit (CSU)

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The CSU is located within the District Council's Communities & Business Team at Argyle Road, Sevenoaks. There are 3 Police Officers including a Sergeant, 3 dedicated PCSOs addressing Domestic Abuse, Vulnerable Adults and Vulnerable Young People. The KCC Community Warden Supervisor and the Business Crime Reduction Co-ordinator are also based within the CSU.

The CSU will also have access to an additional Local Community Policing Team (CPT) which can be deployed to tackle local issues within the District. The CPT are based in Swanley but can be tasked by the CSU.

The CSU works closely with other Council teams - Communities & Business, CCTV, Environmental Health, Licensing, Social Housing, Benefits and Revenues, Planning Enforcement, Planning, Building Control and the Contact Centre.

The CSU meets every morning to go through the previous 24hours' ASB reports, Concern Calls and community safety issues from Police, SDC, Wardens, Housing Associations and other partners. There have been **653** daily tasking's from 1 April 2017 - 31 March 2018. All actions have been taken forward and dealt with and all residents/customers have been updated on the action taken, apart from those who approached the CSU anonymously or have said that they do not want feedback.

A lot of the cases have been complex, requiring a partner agency response. Many have been repeat callers dealing with such issues such as mental health, neighbour disputes, harassment in the community and nuisance bikes (motor and pedal). There have been over 500 follow up visits and calls made by partner agencies (Police, SDC, Community Wardens and Housing Associations) to all the residents who have reported issues and concerns. The other actions have been followed up but have either been reported back to organisations, town and parish councils or they have been anonymous so unable to feedback on actions taken.

The CSU also arranges Environmental Visual Audits (EVAs) where Police, council, partners and residents look at an area to see what improvements can be made. Issues raised can be graffiti, litter, fly tipping, under aged drinking and the perception of young people gathering and causing anti-social behaviour.

The CSU also provided a variety of community events with partner agencies, where either a night of action has taken place organised by Police or weekend/evening community safety events as follows:

Over 15 nights of proactive policing in New Ash Green, Westerham, Sevenoaks Town, West Kingsdown and Swanley

Community Events in Hextable, New Ash Green, West Kingsdown, Hartley and Swanley

North West Kent Crime Prevention attended 15 locations across the District including Leigh, Edenbridge, Fawkham, Chiddingstone, Swanley, Otford, Seal, West Kingsdown and Eynsford mainly supporting local town and parish council events.

Speed watch had another successful year with 2 more groups setting up, making Sevenoaks District one of the most successful districts. The CSU has 6 speed boards that residents can borrow and then report their findings to Kent Police. Over 1500 vehicles have been reported and owners, especially repeat offenders, will have received letters. Kent Police have followed this up by doing speed checks in repeat locations.

Following articles in InShape over 2000 shed alarms, 1000 card protectors and 1000 timer switches have been given out to residents.

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**Task and Finish Groups** have been established to provide intensive intervention by partner agencies when a number of reports have come in through the CSU Daily Tasking meetings relating to specific areas or to vulnerable people. During 2017-18 there were 9 Task and Finish Groups set up of which 7 were completed and 2 are ongoing.

**Young People** - Around 2000 local school children took part in a challenge to turn off their phones and devices in the evening before they go to bed. Government Minister, Sajid Javid MP, launched the Digital Sunset Challenge on 5 February at Sevenoaks Primary School with the help of Year 6 pupils a day before National Safer Internet Day.

The scheme encourages young people to switch off their electronic devices before bedtime to help develop a lifetime of good digital habits. The scheme invites school children and their families to put smart phones away early in the evening and, during the Challenge week, make a note of the time they stopped using their devices, when they went to bed and how they felt the next day.

The Community Safety Manager, PCSOs and Community Warden attended assemblies at 19 participating schools taking part in the Digital Sunset Challenge. The assemblies were fun and engaging and the schools rolled it out across the whole school. One school delivered in house. The primary schools that took part were:-

|            |                  |               |                   |
|------------|------------------|---------------|-------------------|
| Solefield  | St Bartholomew's | Penshurst     | The Granville     |
| St Thomas  | Weald Community  | Crockenhill   | Churchill Primary |
| Fawkham    | Sevenoaks Prep   | Crockham Hill | Radnor School     |
| Sevenoaks  | St Katherine's   | West Heath    | St Boltolphs      |
| Edenbridge | Seal             |               |                   |

The Digital Sunset Challenge was founded by Cllr Anna Firth and local writer and journalist Linden Kemkaran and was funded and supported by the Council and the Sevenoaks District Community Safety Partnership.

**West Kent Extra has been working** closely with younger people to reduce negative attitudes and behaviour by providing learning activities, crime prevention projects, a Buddy Scheme and Reflection Scheme. In December 2016 they were awarded a 5-year contract across the District to deliver youth work.

KCC provide the **Duke of Edinburgh** and other accredited programmes to support the transformation and progress of younger people in Sevenoaks District.

**Swanley Youth Centre** is open and runs activities 5 nights a week; KCC also deliver detached youth work that is highlighted through the CSU daily briefings. They have visited over 20 locations visiting on a weekly basis to the areas.

**Reform Restore Respect (RRR)** is a District based charity which provides anti-crime workshops to schools across the district and 1:1 work with individuals who need intensive advice and support. Between 1 April 2017 and 31 March 2018, 8



workshops were delivered in schools. RRR have also worked on presentations around bullying and racial diversity.

### Work of Sevenoaks District Community Safety Partnership 2017-18 by month

#### The Partnership month by month

In addition to the daily work of the Partnership and CSU, the following projects and successes took place.

#### April 2017

- Stalking Conference jointly held with Sue Dunn and Trisha Burnell at the Stag Theatre (Plaza Suite) for West Kent. Over 100 people attended.
- Task & Finish Groups took place this quarter for Caxton Close, Hartley; Greatness Park, Sevenoaks; Convent of Mercy; Oakview Stud Farm and West Kingsdown.
- A multi-agency visit was held at the Former Convent of Mercy site and Kent Fire & Rescue Service (KFRS) issued an enforcement notice on the site for the fire alarm system to be installed properly after the last one had failed. Prohibition Notices were served.
- Using a the shopsafe radio a report given out by a High St member regarding a suspicious female who had stolen a pair of jeans with an accomplice waiting outside the shop. The broadcast was heard by other shop members and using descriptions the pair were tracked by CCTV at the rail station, where the female was arrested and the male was arrested on an outstanding warrant.

#### May 2017

- Wardens are continuing their work with vulnerable people. This includes victims of crime, residents with mental health issues including dementia. There were 352 information referrals to the Public Protection Unit at KCC.
- Substance Misuse Conference addressing Cannabis and legal highs was held at SDC with 50 attendees.
- Freedom Training for survivors of Domestic Abuse was also held in May.

#### June 2017

- New Anti-Social Behaviour Officer was appointed
- The District was the only area in Kent to have a mounted (horse) officer. The Officer has been in post for 3 weeks and has been going to New Ash Green. This is a Special Constable who has volunteered in our area.
- A Human Trafficking & Modern Slavery Training session took place on 16th June.
- At the Police Awards Rose Biggs, a local resident, received the Highly Commended Award for community safety for her services in Edenbridge including organised litter picks and Brasted Community Speed Watch were

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the overall winner for their contributions to reducing speed in their area and educating drivers.

### July 2017

- Meeting was held with residents and Community Safety Manager and CSU Sgt in St James Road to tackle drug issues and speeding.
- Edenbridge EVA was held to discuss unlicensed music event venues. Letter distributed to all businesses to request that they protect their properties from further unlicensed music events.
- Visit to Convent of Mercy site regarding breach of Planning Enforcement Notices.

### August 2017

- Proactive working relationship between Community Wardens and SDC ASB Officer facilitates sharing of pertinent information and supportive actions e.g., in response to issues raised in Hartley, West Kingsdown, New Ash Green, Swanley and Westerham.
- DAVSS had been successful in a 3-year funding bid from Violence Against Women charity to help survivors, to set up a peer group and self-support group. There will also be a drop in group and a link in with GPs across West Kent.
- West Kent Housing were granted an ASB injunction and exclusion against an individual who was upsetting neighbours with their behaviour.

### September 2017

- A Talking Letters You Tube video went live highlighting ASB, how to report it and what actions partners take.
- Connect 5 Training for mental health awareness took place on 15<sup>th</sup> September with 11 attendees.
- The first Community MARAC Meeting was held on 20<sup>th</sup> September. This is a new initiative in order to incorporate medium and high risk victim, offenders and problem locations. 30 professionals attended.
- Site visit with Kent Cllrs and Swanley Town Cllrs looking at various locations in Swanley to address fly tipping, motorbikes and ASB.

### October 2017

- Good work between members of shop safe, PCSOs and CCTV staff has led to arrest and later exclusion of prolific shoplifters travelling to the District from Orpington.
- Serious Crime and Tactical Crime Group was set up in October to address Organised Crime Groups (OCG) and crime trends. It is the only one in Kent to be chaired by Local Authority rather than the Police.
- Multi-Agency meeting with representatives from NatWest Bank regarding fraud and protecting residents.

- Meeting in Hextable with a Community Warden, Hero Officer and a vulnerable resident who was hoarding and not taking general care and causing issues for neighbours.

### November 2017

- Community Safety Manager was invited to the Police Star Board chaired by Assistant Chief Constable to talk about Organised Crime Groups and the work that Council and partners have undertaken to address crime and other issues.
- Male in Edenbridge who resides in a mobile home was reported to SDC for causing ASB, screaming and shouting at night and disturbing residents. The ASB Officer visited with PCSO Humphreys and Julie Barry (District nurse), a safeguarding referral was made to Adult Social Services and as a result. T, the male was admitted to hospital, then to a nursing home and is in much better health.
- Gangs meeting going from strength to strength with mapping being done of individuals who are potentially dealing and causing local crime in the area
- Meeting was held with residents, licensing, Police and District Cllrs to discuss Eureka where there are concerns of ASB and drink driving when people are leaving the venue. Next meeting is with owners.

### December 2017

- There was a Crime Reduction Event held in West Kingsdown Pavilion on 14th December. The Community Safety Manager, local PCSOs and North West Kent Crime Prevention Panel attended.
- Safeguarding Train the Trainer training was completed by Community Safety Manager to facilitate delivery of Safeguarding Training for SDC and partner agencies.
- Mental Health Group is working well with many actions completed, bidding for drop in centre in the northern parishes has been submitted.

### January 2018

- Strategic Assessment was completed.
- The Community Safety Partnership Development Day was held when the 2018-19 Action Plan was drafted through the Strategic Assessment Report.
- New PACT meeting starts in Westerham to tackle ASB, Drug Concerns, Criminal Damage and shed break-ins.

### February 2018

- Internet Safety Day took place with 19 schools taking part in the Digital Sunset Challenge. Assemblies delivered by Cllr Firth, PCSOs Humphreys and Fry and KCC Wardens Steve Grange & Paul Sharrad.
- CSU coffee morning was held for SDC Members to meet with partner agencies. Agencies there were CCTV, Env Health, Police, SDC CSU Team and Moat Housing. 12 members attended.

## Agenda Item 8

- The ASB Officer coordinated a Community Event in Hartley on 14<sup>th</sup> February. This involved West Kent Housing, KCC Community Wardens and the local PCSOs. The event was organised after receiving a number of reports of young people causing regular ASB issues.
- Fly Tipping Enforcement Officer have been proactive across the District with 2 prosecutions and 6 pending.

### March 2018

- There have been 2 Environmental Visual Audits in Hever Road, West Kingsdown and New Ash Green.
- The CSU hosted a school placement who went out on visits with Housing Associations, PCSOs and Community Wardens attending PACTs, delivering warning letters and meeting the Youth Justice Team in Gravesend.
- The ASB Officer has distributed Neighbourhood Quality of Life Surveys throughout the year to hotspot locations across the District.
- CCTV worked with Police, Business Crime Reduction Partnership and CSU on a number of arrests on shoplifting, violence against the person, domestic abuse, drugs, criminal damage, speeding including drink driving.

Alongside all the above the CSU held their quarterly PACT meetings in Westerham, West Kingsdown, New Ash Green, Edenbridge and Swanley. There were also monthly ASB Task Group (changing to Community MARACs), Domestic Abuse Working Groups, Daily Taskings, Oak View Stud Farm and Convent of Mercy site.

The CSU also attend County meetings on Reducing Reoffending, Prevent, Kent Community Safety Managers, Safeguarding Leads, Threats Risks and Vulnerabilities, Online Safeguarding and Offender Management monthly meetings.

The CSU is very proactive on Social Media and our Twitter account has 572 followers and 4044 tweets have been submitted up to end of March 2018.

### Future Developments

---

#### Future Developments

The Strategic Assessment was completed in January 2018 using data supplied by a variety of agencies. Based on this, our new 2017-18 Community & Safety Strategy & Action Plan will prioritise the following issues:

1. Domestic Abuse
2. Organised Crime groups
3. ASB incl environmental crime
4. Substance Misuse
5. Mental Health
6. Safeguarding incl Prevent, Human Trafficking, Modern Slavery, Gangs and Child Sexual Exploitation

7. Acquisitive Crime

Efforts will continue to promote community safety and help people to feel safer through existing local PACTS (Partners and Communities Together panels), feedback from the CSU and Community Awareness days.

## Agenda Item 8

### Members of the Community Safety Partnership

|  |   |  |   |
|--|---|--|---|
| <p><b>Sevenoaks District Council</b><br/>Argyle Road<br/>Sevenoaks<br/>Kent TN13 1GP<br/>Tel: 01732 227000<br/>Web:<br/><a href="http://www.sevenoaks.gov.uk">www.sevenoaks.gov.uk</a></p>                                   | <p><b>Kent Police</b><br/>1 Pembury Road<br/>Tonbridge<br/>Kent TN9 2HS<br/>Tel:01622 690690<br/>Web:<br/><a href="http://www.kent.police.uk">www.kent.police.uk</a></p>  | <p><b>Kent Fire &amp; Rescue Service</b><br/>West Group HQ<br/>Sevenoaks Fire Station<br/>London Road,<br/>Sevenoaks<br/>Tel: 01622 692121<br/>Web:<br/><a href="http://www.kent.fire-uk.org">www.kent.fire-uk.org</a></p> | <p><b>Police &amp; Crime Commissioner</b><br/>Kent Police<br/>Headquarters<br/>Sutton Road<br/>Maidstone ME15 9BZ<br/>Tel: 01622 677055<br/>Web:<br/><a href="http://www.kentpa.kent.police.uk">www.kentpa.kent.police.uk</a></p> |
| <p><b>NHS West Kent CCG</b><br/>Wharf House, Medway<br/>Wharf Road<br/>Tonbridge<br/>Kent TN9 1RE<br/>Tel: 01732 375200<br/>Web:<br/><a href="http://www.westkentpct.nhs.uk">www.westkentpct.nhs.uk</a></p>                  | <p><b>Kent Surrey and Sussex CRC Ltd</b><br/>Maidstone Corporate Centre<br/>3<sup>rd</sup> Floor, Maidstone House<br/>King Street<br/>Maidstone<br/>Kent, ME15 6AW<br/><br/>Tel: 01622 239147<br/>Website:<br/><a href="http://www.ksscrc.co.uk">www.ksscrc.co.uk</a></p> | <p><b>KCC Social Services</b><br/>The Willows, Hilda<br/>May Ave, Swanley<br/>Kent<br/>BR8 7BT<br/>Tel: 0300 041 1400<br/>Web:<br/><a href="http://www.kent.gov.uk">www.kent.gov.uk</a></p>                                | <p><b>Imago</b><br/>17-19 Monson Road<br/>Tunbridge Wells<br/>Kent TN1 1LS<br/>Tel: 01892 530330<br/>Web:<br/><a href="http://www.imago.org.uk">www.imago.org.uk</a></p>  |
| <p><b>KCC Early Help &amp; Preventative Service</b><br/>C/o Swanley Youth Centre<br/>St. Mary's Road<br/>Swanley<br/>Kent BR8 7BU<br/>Tel 01322 615275<br/>Web:<br/><a href="http://www.kent.gov.uk">www.kent.gov.uk</a></p> | <p><b>KCC Trading Standards</b><br/>Public Protection<br/>1st Floor, Invicta House,<br/>Maidstone,<br/>Kent ME14 1XX<br/><br/>Web:<br/><a href="http://www.kent.gov.uk">www.kent.gov.uk</a></p>   | <p><b>KCC Community Safety</b><br/>KFRS Station<br/>Loose Road<br/>Loose<br/>Kent<br/>Web:<br/><a href="http://www.kent.gov.uk">www.kent.gov.uk</a></p>  | <p><b>West Kent Housing Association</b><br/>101 London Road<br/>Sevenoaks<br/>Kent TN13 1AX<br/>Tel: 01732 749400<br/>Web:<br/><a href="http://www.westkent.org">www.westkent.org</a></p>   |
| <p><b>Kenward Trust</b><br/>Kenward Road<br/>Yalding, Maidstone<br/>Kent ME18 6AH<br/>Tel: 01622 814187<br/>Web:<br/><a href="http://www.kenwardtrust.org.uk">www.kenwardtrust.org.uk</a></p>                                | <p><b>MOAT Homes</b><br/>Galleon Boulevard<br/>Crossways<br/>Dartford<br/>Kent DA2 6QE<br/>Tel: 0300 323 0011<br/>Web:<br/><a href="http://www.moat.co.uk">www.moat.co.uk</a></p>   | <p><b>West Kent Extra</b><br/>101 London Road<br/>Sevenoaks<br/>Kent TN13 1AX<br/>Tel: 01732 749400<br/>Web:<br/><a href="http://www.westkent.org">www.westkent.org</a></p>  |   |

## Glossary

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- **ASB** - Anti-Social Behaviour
- **BCRP** - Business Crime Reduction Partnerships
- **BOTD** - Burglary Other Than Dwelling
- **CSE** - Child Sexual Exploitation
- **CSP** - Community Safety Partnership
- **CSU** - Community Safety Unit
- **FGM** - Female Genital Mutilation
- **KFRS** - Kent Fire & Rescue Service
- **KCC** - Kent County Council
- **MARACs** - Multi Agency Risk Assessment Conference
- **OCGs** - Organised Crime Groups
- **PACT** - Police and Community Together
- **PCC** - Police & Crime Commissioner
- **PCSOs** - Police Community Support Officer
- **SDC** - Sevenoaks District Council
- **TFMV** - Theft from a Motor Vehicle
- **TOMV** - Theft of a Motor Vehicle
- **YOS** - Youth Offending Service

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**DUNTON GREEN ANNUAL REPORT 2017-18**

**Economic and Community Development Advisory Committee - 25 September 2018**

Report of : Chief Officer Communities and Business

Status: For Information

Key Decision: No

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**Executive Summary:** This report provides an overview of the Dunton Green Community Development project 2017-18. It outlines the main findings from the community consultations that have taken place along with an overview of the projects implemented and the additional funding received.

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**This report supports the Key Aim of the Community Plan**

**Portfolio Holder** Cllr. Roddy Hogarth

**Contact Officer** Kelly Webb, Ext. 7474

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**Recommendation to Economic & Community Development Advisory Committee:**

That this report be noted

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**Reason for recommendation:** For Information only

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**Introduction and Background**

Members agreed, at Cabinet on 6 December 2012, that a proportion of the Dunton Green Section 106 funding would be used to fund a Community Development Officer for 3 years. Which was then further extended to 31 March 2020.

- To bring the old and new communities of Dunton Green together.
- To identify and respond to the needs of the local community.
- To enable the community to continue this work after the end of the project.

**Key Implications**

Financial

The funding for this project has been sourced from the Section 106 money which has already been allocated for community development work as part of the West Kent Cold Store development (Dunton Green).

## Agenda Item 9

There are no other financial implications associated with this project.

### Legal Implications and Risk Assessment Statement.

There are no legal implications and risk assessments are carried out on an event by event basis.

### Equality Assessment

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to (i) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, (ii) advance equality of opportunity between people from different groups, and (iii) foster good relations between people from different groups. The decisions recommended through this report directly impact on end users. The impact has been analysed and does not vary between groups of people. The results of this analysis are set out immediately below.

| Consideration of impacts under the Public Sector Equality Duty:   |        |  |
|---|--------|--|
| Question  | Answer | Explanation / Evidence   |
| a. Does the decision being made or recommended through this paper have potential to disadvantage or discriminate against different groups in the community? | No     | This Annual Report identifies the provision of services across the whole community. Services are tailored to the needs of the community and the report sets out the project proposals going forward. |
| b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?                                    | Yes    | The Dunton Green Project addresses issues that affect the whole community including specific groups, such as older people, families, young people and people with disabilities                       |
| c. What steps can be taken to mitigate, reduce, avoid or minimise the impacts identified above?   |        | No negative impacts identified   |

### **Conclusions**

The Dunton Green Annual Report Report sets out the key successes from 1 April 2017 - 31 March 2018 and the proposals for the project going forward.

**Appendices**

Appendix A - Dunton Green Annual Report

Appendix B - Financial Overview

**Background Papers:**

None.

**Lesley Bowles**

**Chief Officer for Communities and Business**

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Appendix A

Dunton Green Annual Report



January 2017 to March 2018

Produced by: Dunton Green Community Development Officer

April 2018

## Agenda Item 9

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## Introduction

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### Background

In 2009 Berkeley Homes were granted planning permission to develop the site of the old West Kent Cold Store in Dunton Green. This along with subsequent amendments resulted in permission to build up to 500 new homes and 4500sqm of commercial space.

The development was subject to a Section 106 agreement. Members agreed, at Cabinet on 6<sup>th</sup> December 2012, that a proportion of the Dunton Green Section 106 funding would be used to fund a Community Development Officer for 3 years. The project officer would work with the old and new communities to identify community needs and any specific services that should be provided. For example, youth work/provision for teenagers, social opportunities for older residents, working with new residents to bring the old and new communities together, to prevent crime and anti-social behaviour and to maintain a good local environment through community pride. Wherever possible this project would make links with other service providers to lever in additional funding for the community.

### Aims of the Project

- To bring the old and new communities of Dunton Green together.
- To identify and respond to the needs of the local community.
- To enable the community to continue this work after the end of the project.

### Previous Reports

The Dunton Green Mid Project Report covered the period July 2015 to December 2016, published in 2017. It outlined the project progression from its initial stages when the Community Development Officers were appointed (job share) through to the mid-point of the project.

### Annual Project Update

This annual report covers the period from the 2017 report to June 2018. Further to the successful application to extend the project until March 2020 it was felt that this interim report would provide a valuable update of the successes to date and outline the direction the project will take going forward.

## Project Updates

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### Dunton Green Lunch Club

Launched in May 2016 by the Community Development Officers in partnership with Age UK, the lunch club takes place on the first Wednesday of the month. Since the initial recruitment of volunteers and set up, the club has grown both in the numbers of clients attending but also the number of volunteers supporting.



The lunch club provides all attendees with a tea or coffee followed by a nutritious two course hot meal. The benefit of attending does not stop at the provision of a healthy meal. Attendees also benefit from the opportunity to socialise with friends old and new and to be supported with advice from the Age UK volunteers about other services that are on offer.

At a review of the lunch club that took place in June 2017 attendees and volunteers were asked for their comments:

#### Participants

What do you enjoy the most about attending the lunch club?

- “Lovely meals, thank you so much.”
- “The variety of meals, meeting nice people, nice food, lovely and hot. Favourite food is Shepherds Pie.”
- “The company, seeing old friends, friendly helpers and good food.”

What were your reasons to come to the lunch club?

- “Meeting new people and making new friends.”
- “It’s a way of seeing people and having a chat.”
- “I came to the lunch club primarily to chat to other people and to enjoy a meal cooked by someone else.”

#### Volunteers

Why did you join the project and what do you enjoy most about running the lunch club?

- “To help get the lunch club restarted and provide this for the village. Enjoy helping others, seeing the friendliness of the “clients” and speaking to new people. Making new friends.”



- “My Mum runs the lunch club. I've always enjoyed volunteering and it was a great opportunity to do it locally. Everyone is really kind and like to have someone of my age helping out. It is nice to see older people who may not have any family come together as friends. It is always good fun and a laugh.”

**Attendance Figures**

| TOTAL Number of people on register between Jan 2017 - Mar 2018 | Number of people that live in Dunton Green Parish. | Number of people from outside Dunton Green Parish | Total number of attendances |
|--|--|---|-----------------------------|
| 37   | 32   | 5   | 301                         |

**Challenges**

The challenges faced by the Lunch Club is the need to increase attendance with a particular focus on the vulnerable and lonely residents in the community.

In addition, an ongoing challenge for the project is the need to ensure the price (currently £4) stays affordable and low whilst also covering the costs incurred.

**Sustainability & Future Proposals**

Sustaining this project beyond the length of the community funding was key from the outset. Age UK were identified as the most appropriate organisation to take it forward once it had been established. This decision ensured longevity and sustainability but also had the additional benefit of making the most of Age UK’s expertise, training and insurance. Volunteers would also be able to provide clients with the additional benefit of access to the wider Age UK services.

The club is now organised and delivered entirely by a team of Age UK volunteers without the need for any input from the Community Development Officers regarding the running or delivery of the project. This has enabled the Community Development Officer to support the club by creating links with the wider community in particular Dunton Green Primary School.

Going forward the Community Development Officer will work with Age UK to produce a new poster for the project in an attempt to increase attendance. They will work with local health care professionals to widen the awareness of the project and also ensure access to the free transport is made available to them.

## Half Term Activities

As outlined in the Mid Project Report January 2017 there was a need in Dunton Green for the provision of activities for young people during the school half term. As such the Community Development Officers developed a program of activities specifically for school age children during the February 2017 half term. The activities offered were:



- Tennis
- Boxing
- Fencing
- Cooking

Each session was offered free of charge with priority booking given to Dunton Green residents for the first 2 weeks after it was publicised. Sessions were then made available to the wider community. Due to the nature of the activities it was appropriate for sessions to be offered to specific age ranges.

Instructors and coaches were identified and booked. As is standard practice all instructors were subject to checks on their qualifications, insurance and DBS. The sessions received a fantastic response with those aimed at under 11 year olds being fully booked. In particular the tennis sessions were extremely popular resulting in a long waiting list. The sessions designed for over 12 - 18 year olds were less popular and as a result the Community Development Officers were able to provide additional sessions for the younger age groups.

### Attendance

| TOTAL Number of participants | Number of people that live in Dunton Green Parish. | Number of people from outside Dunton Green Parish | Total number of attendances |
|------------------------------|--|---|-----------------------------|
| 50                           | 28   | 22  | 79                          |

### Challenges

A number of challenges were experienced regarding this project. Due to the nature of the activities available a large amount of admin was required to ensure that all instructors had the required qualifications.

In addition, a large volume of enquiries and requests from residents to swap sessions and alter their bookings were received.

Due to the activities being free the Community Development Officers also discovered that some residents did not turn up to their booked activity. It was felt that should a similar project be delivered again then a small fee would be charged to encourage a higher attendance rate.

### **Sustainability & Future Proposals**

Once again sustainability was key to this project from the beginning. Whilst it was clear that it wouldn't be viable for all four of the projects to continue within Dunton Green on an ongoing basis, the Community Development Officers were keen to ensure that should someone wish to continue with any of these activities following their taster they would be signposted to their local club. Each instructor provided the young people with club contact details.

Further to the success of the Tennis during half term the Community Development Officers offered young people the opportunity to participate in low cost tennis coaching over the summer 2017. Sadly the course attracted very low numbers, possibly due to its timing over the summer holidays. As a result the course could not go ahead.

### **Easy Netball**

One of the outcomes from the initial consultation with residents was the need for the provision of activities that are available to those people who are unable to attend community activities during the daytime mid week. As such it was agreed that the Community Development Officers would offer a 6 week trial of Netball in the evenings to gauge interest. Following an extensive search for a netball coach / facilitator, this was launched in March 2017. The 6 week trial was very well supported by the community with between 12 and 18 people attending each week. A review was carried out at the end of the trial.

Due to the success of the trial it was agreed that Easy Netball would be rolled out as an ongoing programme.



## Agenda Item 9

### Attendance Figures

| TOTAL Number of people on register between Jan 2017 - Mar 2018 | Number of people that live in Dunton Green Parish. | Number of people from outside Dunton Green Parish | Total number of attendances |
|--|--|---|-----------------------------|
| 50   | 25   | 25  | 270                         |

### Challenges

Due to the size and markings on the MUGA (Multi Use Games Area) there isn't a full size netball court available. As a result Easy Netball is unable to be affiliated to Netball England and cannot therefore become an official club which would be able to join a league. In addition the project is unable to make use of the Netball England insurance. Insurance needs to be covered by an alternative over-arching body.

The court markings are not for netball and are 'missing' 2 lines to divide up the court into thirds.

Initially flood lighting was an issue with portable flood lights being used during the winter months. However, with thanks to Dunton Green Parish Council this has now been resolved and permanent flood lighting is available.

### Sustainability & Future Proposals

To ensure sustainability it was agreed that a fully qualified instructor would be sourced to deliver the Easy Netball sessions. The participants would be charged a small fee to cover the instructor costs and to pay for any equipment required. The Community Development Officers would develop the programme and, once viable, hand it over to the instructor to deliver themselves.

Soon after these plans were drawn up it became apparent that there are very few qualified instructors available in the region. The Community Development Officers therefore took a different approach and located a qualified umpire with extensive netball experience to facilitate the sessions. The proposed candidate was available for 18 months (until September 2018), during which a member of the local community would be trained to deliver the sessions going forward.

## Over 55's Social Club

Further to the research undertaken in 2016 it was identified that there was a lack of services at the weekend for older people that are not involved in faith related activities. An outcome from this was the development of an over 55's Social Club. A group of interested residents were supported by the Community Development Officers to develop the club which first met in September 2016.

Since then the club have continued to meet on the third Sunday of every month. Those that attend receive a hot drink and biscuit or cake. The group have evolved over time and regularly play bingo and hold raffles.

The club were supported by the Community Development Officers to become constituted and to open a bank account. This would enable them to apply for funding and manage their finances. In addition the Community Development Officers funded their Christmas get together to enable them to have the opportunity to celebrate together.

*It has not been possible to obtain accurate attendance figures for this project.*

### Challenges

Despite the support from the Community Development Officers the group were unable to fully complete the application for a bank account. Whilst this has not caused any restrictions to the day to day running of the club it does mean future funding will be difficult to achieve.

The attendance numbers have dropped significantly due to limited transport options for residents to get to the Pavilion.

Currently the group relies heavily on one person to organise the club. They have recruited a volunteer to assist with the opening of the hall and setting up of tables, etc. As a result record keeping has been difficult to achieve and should the main person be unwell the group are unable to function effectively. The Community Development workers are looking at potential solutions to these issues.

### Sustainability & Future Proposals

The club have approached the Community Development Officers to ask for support in re designing their poster. The old one is now out of date and needs a fresh look. It is hoped that this would help to increase the number of people participating.

The Community Development Officers have also approached current members and in addition those that no longer attend. They have established a range of things that could increase attendance and retention of residents. They will also work alongside Dunton Green Parish Council to address the issue surrounding transportation. It is hoped a regular minibus can be arranged.

In addition, it is felt that the recruitment of more volunteers to help with the administration of the club as it grows would be of huge benefit. The Community Development Officers will advertise for this locally to identify a suitable candidate(s).

## Street Dance

Due to the success of the dance classes organised as part of the Youth Diversionary Fund it was agreed that dance for young people in Dunton Green was a priority. A suitable local volunteer was identified and trained and Street Dance classes were offered to young people aged 8 to 16 on a weekly basis from January 2017. In January 2018 due to the success of the project and request from attendees it was agreed to increase the session length from 1 hour to 1.5 hours.



## Attendance Figures

| TOTAL Number of people on register between Jan 2017 - Mar 2018 | Number of people that live in Dunton Green Parish. | Number of people from outside Dunton Green Parish | Total number of attendances |
|--|--|---|-----------------------------|
| 28   | 18   | 10  | 237                         |

## Challenges

Whilst participation levels have been consistent, it would benefit the project's viability if these were to increase.

Currently the project is delivered predominantly by the volunteer dance instructor. However the project still receives financial and administrative support from the Community Development Officers. A challenge going forward will be the need for the project to become fully autonomous.

## Sustainability & Future Proposals

As identified above the biggest drive going forward to sustain the project will be to support the instructor to either take the project on independently or seek the support of a local organisation to assist with the administration. The Community Development Officers will meet with the dance instructor to evaluate all options available and produce a plan to ensure sustainability.

## Tai Chi Taster

An outcome from the Mid Project Report (July 2015 to December 2016) was the need for the provision of activities and services for working adults. As such it was agreed to offer residents the opportunity to try Tai Chi. Should there be enough interest then a regular session would be put on in the parish.

Two free outdoor Tai Chi taster sessions were offered to residents at Ryewood, Dunton Green on:

- Tuesday 15<sup>th</sup> Aug 7-8pm
- Sunday 20<sup>th</sup> Aug 10am -11am

Sessions were arranged specifically to enable those residents working during the day to be able to attend.

### Attendance Figures

| TOTAL Number of people attending two taster sessions | Number of people that live in Dunton Green Parish. | Number of people from outside Dunton Green Parish |
|--|--|---|
| 12   | 7  | 5   |

### Challenges

A number of challenges were experienced during these sessions. Initially the availability of an instructor was an issue. There are very few qualified instructors available in the area.

The sessions were organised to take place outdoors on a site visible to residents walking and driving past. This brought about its own challenges due to interruptions with noise from passing cars and trains. In addition, the site was near a pond which attracted flies that some attendees found a distraction.

### Sustainability & Future Proposals

Those that attended the sessions provided feedback after the session. Using this feedback the Community Development Officers decided to offer Tai Chi on a regular basis to residents. Due to the challenges faced during the taster sessions it was agreed that this would be inside and would take place at the weekend (preferably Sunday mornings).

## Tamz Tai Chi

Due to the low number of qualified Tai Chi instructors in the locality it was very hard to find a suitable candidates to take forward the Tai Chi sessions. After some extensive searching a suitable candidate was found and Tammy Brown was recruited. A SLA (Service Level Agreement) was drawn up between Sevenoaks District Council and Tammy for the delivery of Tai Chi in Dunton Green for a 4 month period. Tammy would be supported in the set up of affordable sessions that would take place on Sunday mornings at Donnington Hall to provide an opportunity for residents working Monday to Friday to participate.



A funding bid was submitted to Kent Sports to pay for the design and printing of a poster. This application was successful and the publicity was produced. The project was launched on 25<sup>th</sup> February 2018.

### Attendance Figures

| TOTAL Number of people attending 25 <sup>th</sup> Feb 2018 to 25 <sup>th</sup> Mar 2018 | Number of people that live in Dunton Green Parish. | Number of people from outside Dunton Green Parish | Total number of attendances (25 <sup>th</sup> Feb 2018 to 25 <sup>th</sup> Mar 2018) |
|---|--|---|--|
| 20  | 9  | 11  | 33   |

### Challenges

Whilst attendance at the start of the project has been high there are concerns that this may drop as the project continues.

### Sustainability & Future Proposals

This project has been designed from the outset to be sustainable. The project is being supported by the Community Development Officers for 4 months. This support takes the form the hall hire being paid for this time and the successful submission of the funding bid to produce the poster. After this time the project should have recruited enough interest to be viable in its own right.



## Community Christmas Bazaar

The initial consultation results indicated a large amount of interest in a local Farmers Market. Whilst a regular market is not feasible in Dunton Green it was suggested that seasonal events within the Parish would help to bring the community together. Proposals included taking an active role in enhancing the existing events such as those organised by Dunton Green Parish Council and Dunton Green Primary School. This would enable the community to come together whilst ensuring sustainability beyond the length of the project.

As such the Community Development Officers approached Dunton Green Primary School’s PTA and an agreement was made for the Officers to provide an artificial ice skating rink at the School’s summer fete. This would be on condition that the event was made open to the whole community and advertised as such.

The event took place on Saturday 2<sup>nd</sup> December and was a great success. Residents from all over the parish attended which provided the School with increased awareness within the parish and also a higher footfall than usual for their fundraising event. 3 out of the 7 ice rink sessions were fully booked.

| TOTAL Number of people attending | Number of people that live in Dunton Green Parish. | Number of people from outside Dunton Green Parish | Total number of attendances |
|----------------------------------|--|---|-----------------------------|
| 210                              | 105  | 45  | 210                         |

*Due to the nature of this event 60 people chose not to provide their personal details and therefore are unable to confirm where they live.*



## Dunton Green Health Walks

Due to the success of the Dunton Green Health Walks in 2016 a walk leader training course was organised in September 2016. To ensure sustainability of the project the walks would need to be lead by a member of the local community (usually one or more of the existing walkers). The 1 day course would provide walkers with the opportunity to learn how to lead the walks safely and receive a qualification. Sadly none of the existing walkers were keen to participate in the course and take the project on. Advertisements to the wider community also were unable to gain support. It was therefore agreed that the Community Development Officers would withdraw from delivering these weekly Saturday morning walks.

The Community Development Officers have been able to reduce their involvement and the group of walkers have continued to meet each week of their own accord. They do not run as an official health walk and only advertise via the Parish Council newsletter. Whilst not originally what the Officers would have planned it is clear that their involvement in developing a project has lead to a true community-driven activity to continue in the parish. It provides the opportunity for residents to have social engagement at the weekend at the same time as improving health and wellbeing.

## 8-12's Project

Launched on 9<sup>th</sup> January 2017, the project has been funded by the Community Development Officers in direct response to the need for regular youth activities in Dunton Green. The project, delivered by West Kent Communities, provides young people aged between 8 and 12 to develop 'soft' skills such as self-esteem, confidence, social and emotional responses and making friends. Referrals are made to the project, predominantly by Dunton Green Primary School. Young people meet weekly during the term time and attend camps and special sessions during the summer holidays.

| TOTAL Number of people attending | Number of people that live in Dunton Green Parish. | Number of people from outside Dunton Green Parish |
|----------------------------------|--|---|
| 25                               | 25   | 0   |

*Attendance data available at time of writing report. Accurate figures available upon request in due course.*

## Community Events Attended

The Community Development Officers have also attended and supported:

- The Dunton Green Parish Picnic on 9<sup>th</sup> July 2017.
- Dunton Green Annual Parish Meetings held on 22<sup>nd</sup> March 2017 and 21<sup>st</sup> March 2018.
- Dunton Green Carols on the Green held on Monday 18<sup>th</sup> December 2017.
- Dunton Green Parish Council Movie Nights held on Saturday 28<sup>th</sup> January 2017, 25<sup>th</sup> March 2017, 20<sup>th</sup> May 2017.
- The Dunton Green Parish Council” Get to know you village quiz” was supported by the Community Development Officers in January 2018. Alongside the Parish Council the Community Development Officers hand delivered and visited every property in Ryewood providing a personal welcome to all the residents.

*Attendance data - Due to the nature of these events it is not possible to record accurate attendance data of everyone that participated in these events. It is however possible to confirm that the Community Development Officers engaged with a minimum of 73 people at the Parish Picnic and Movie Nights due to data recorded on the day.*

## Overall Evaluation

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In the period between January 2017 to March 2018 the project aims have been met in the following ways:

- **To bring the old and new communities of Dunton Green together.**

The project has been successful in achieving over **1240 attendances** in its activities.

Residents from all areas within Dunton Green, including Ryewood, have attended the activities and sessions provided. Projects have been developed to ensure that there is something for everyone, whether you work full time, are retired, are unemployed or still at school. Thus enabling the community to come together at a time that is convenient to them. All projects are promoted across the entire parish by a variety of means including posters, via newsletters, flyer delivery to every household, face to face and via social media.

- **To identify and respond to the needs of the local community.**

The initial consultation has provided the opportunity for the Community Development Officers to identify the needs of the local community from the outset. All projects and activities have been developed as a result of this consultation.

The Community Development Officers have taken further direction following the completion of feedback forms from residents which has enabled them to adapt and alter sessions to the needs of those attending.

The Community Development Officers have also ensured that they continue to work closely with residents by attending various different groups and speaking with residents first hand. Ongoing feedback is therefore received and can be acted upon.

- **To enable the community to continue this work after the end of the project.**

Throughout the development of all of the activities a clear exit strategy has been identified.

Links have been made with partner organisations to ensure support going forward for example Age UK and the Lunch Club. Alternative options have also been explored including making community activities financially viable by recruiting and training volunteers.

Going forward sustainability will play a larger part in the project ensuring not only community ownership but also financial viability.

## Wider Community Benefits

In addition to the formal projects and activities that the Community Development Officers have developed, the Officers have worked within the local community to support and encourage residents to get involved. One local resident became a Parish Councillor as a result of participating in the projects that had been set up.

“I initially joined the Health Walks which I really enjoyed. It helped me meet other local people and to get to know my local area. Following this I became more involved in the other projects that the Community Development Officers had set up such as the Lunch Club and Over 55’s Project. Before I knew it I was very busy in the local community and was really enjoying it. As a result I felt that I could give more to the community and became a Parish Councillor.” Tim Fox

## Community Feedback

The following feedback has been received from residents:

“I have lived here for more than 40 years and there is more in Dunton Green than ever before” Dunton Green resident commenting on the project as a whole.

*“My daughter loves all aspects of these sessions, the variety and music. It has increased her confidence.”* Feedback from parent regarding Street Dance Class.

*“Meeting other people from the village (especially as I am new to the area)”* Feedback from Easy Netball participant when asked what they enjoy most about the sessions.

*“Learning new skills, community spirit and using local facilities with my kids”* Feedback from Easy Netball participant when asked what they enjoy most about the sessions.

*“It was very well organised, a lots of fun and easy way learn to cook. Children loved it.”*

*“It gave them confidence to try the new things, meet new people and experience different activities.”* Feedback from parents of participants on February Half-Term activities.

## Future Project Development

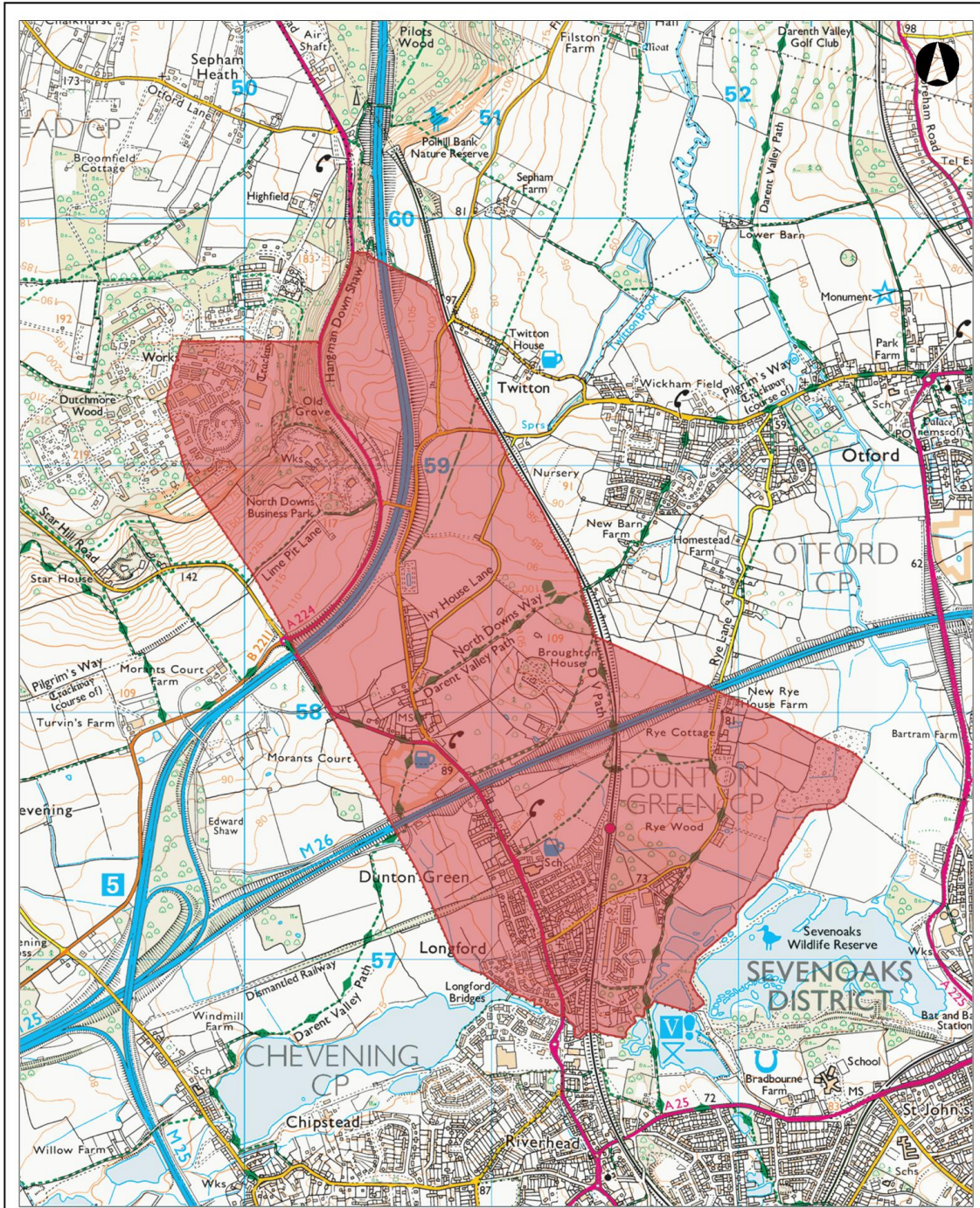
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Following on from agreement by the Portfolio Holders of Housing and Health and Economic Development & Community Development, it was agreed to use additional Section 106 monies to extend the Community Development Project in Dunton Green. As such the project would not cease in June 2018 as originally planned but continue until 31<sup>st</sup> March 2020.

Throughout the 2.5 years of the project the community in Dunton Green has changed dramatically. A significant number of new residents have moved into Ryewood and the needs of existing residents has changed. It was therefore agreed that a consultation of all stakeholders would take place. Residents and partner organisations would be consulted and new targets and ambitions would be established giving direction and clarity for the Community Development Officers going forward.

The consultation would take the form of a series of events which would ensure the whole community have the ability to take part. Following this the results would be evaluated and new targets produced.

Key to all new projects and activities would be the need for sustainability beyond March 2020. The Community Development Officers will use innovative methods to ensure projects continue and will work closely with partner agencies, organisations and businesses to achieve this.



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Ordnance Survey 100019428.

Map of Duntun Green

Scale: 1:20,000

Date: February-2017

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Appendix B

Dunton Green Section 106 - Financial Overview

| Budget Available  | Expenditure                  | Expenditure   | Proposed Expenditure            |
|---|------------------------------|---|---------------------------------|
| <i>(S106 Original Funding £150,894 and Project Extension Funds £64,393)</i> | <i>June 2015 to Dec 2016</i> | <i>Jan 2017 to Mar 2018 (Subject to audit approval)</i> | <i>April 2018 to March 2020</i> |
| £215,287.00   | £49,793.96                   | £64,108.08  | £165,493.04                     |

Jan 2017 to March 2018

*Please note these financials are subject to audit approval*

| Project  | Expenditure       | Income           | Net Cost          |
|--|-------------------|------------------|-------------------|
| Salary   | £48,237.94        | £0.00            | £48,237.94        |
| Easy Netball   | £1,217.99         | £623.20          | £594.79           |
| Youth Street Dance   | £1,076.28         | £626.00          | £450.28           |
| Half - Term Activities   | £584.68           | £0.00            | £584.68           |
| Lunch Club   | £126.70           | £0.00            | £126.70           |
| Over 55's Social Club  | £50.00            | £0.00            | £50.00            |
| Health Walks   | £9.90             | £0.00            | £9.90             |
| Dunton Green Events<br>(Including Community Christmas Bazaar, Tai Chi Taster, Tamz Tai Chi, Get to Know Your Village Quiz, Display Boards and general project costs) | £4,080.02         | £105.00          | £3,975.02         |
| Film Nights  | £78.77            | £0.00            | £78.77            |
| 8-12's Project   | £10,000.00        | £0.00            | £10,000.00        |
| <b>TOTAL</b>   | <b>£65,462.28</b> | <b>£1,354.20</b> | <b>£64,108.08</b> |

*Please note these financials are subject to audit approval*

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**COMMUNITY GRANTS SCHEME 2017-18 YEAR END MONITORING**

**Economic & Community Development Advisory Committee - 25 September 2018**

Report of Chief Officer - Communities & Business

Status: For information

Key Decision: No

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**Executive Summary:** Year end monitoring of the 2017/18 Community Grants has been completed and progress against performance indicators, as well as key highlights and case studies are set out.

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**This report supports the Corporate Vision of Providing Value for Money and the Community Plan Vision for Safe & Caring Communities, Green & Healthy Environment and Dynamic & Sustainable Economy**

**Portfolio Holder** Cllr. Roddy Hogarth

**Contact Officer** Hayley Brooks Ext. 7272

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**Recommendation to Economic & Community Development Advisory Meeting:**

That members note the contents of the report .

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**Reason for recommendation:** The report gives an update on outcomes from the year end monitoring of the Community Grants Scheme 2017/18.

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**Introduction and Background**

- 1 The Council's Community Grant Scheme supports local charities and voluntary sector organisations that, through their work, contribute to the priorities set out in the Community Plan 2013-28.
- 2 The grant guidelines were reviewed during 2013/14 and revised guidelines were agreed by Cabinet on 12 September 2013.
- 3 The 2016/17 budget available for voluntary sector organisations was as follows:-

## Agenda Item 10

|                             |           |
|-----------------------------|-----------|
| Funding for the CABx SLA    | £ 98,540  |
| Amount available for grants | £ 54,791  |
| Total Budget                | £ 153,331 |

- 4 A total of 38 grant applications were received for 2017/18, representing total grant requests of £127,709. On 7 March 2017, Cabinet agreed to fund 27 organisations for a total of £ 54,780, as set out in Appendix A.
- 5 One organisation, Sevenoaks Home Library Service, which was awarded £250, did not take up their grant as they no longer needed the funding.

### Interim 6 month monitoring

- 6 All organisations funded are required to provide updates on performance indicators. Organisations funded over £500 are required to provide monitoring information after 6 months and at the year end. Organisations funded up to £500 are required to provide monitoring information at the year end.
- 7 Year end monitoring to 31 March 2018 has now been completed and the results are set out in Appendix A.

### Results of the Year end monitoring

- 8 Monitoring forms returned from the 12 months period from 1 April 2017 to 31 March 2018 have been analysed. 88% of performance indicators are met at the year end, against a target of 80%.
- 9 Copies of case studies from some of the organisations funded are set out at Appendix B.

### Key Implications

#### Financial

- 10 The level of funding provided for the projects set out was agreed from the existing 2017/18 budget.

#### Legal Implications and Risk Assessment Statement.

- 11 There are no legal or human rights issues relating to this report. All organisations applying for funding are required to have an equalities policy and, where appropriate, child protection and/or adult protection policies in place.

Equality Assessment

- 12 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.

Safeguarding Children and Vulnerable Adults

- 13 Safeguarding policies are required to be in place before a grant application can be considered.

Resource (non financial)

- 14 Work connected with the Community Grant Scheme administration and monitoring is being undertaken through existing resources.

**Conclusions**

- 15 The percentage of performance indicators for the 2017/18 Community Grants Scheme achieved at the year end is 88%.

**Appendices**

Appendix A - Organisations funded in 2017/18 and year end monitoring results

Appendix B - Case studies

**Background Papers:**

Community Grant Scheme Guidelines 2017/18  
Code of Conduct for Grantmaking

**Lesley Bowles**  
**Chief Officer - Communities & Business**

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APPENDIX A

| Ref | Name of Organisation              | Amount Applied for | Amount Awarded | PIs measured   | Performance Indicators met | Performance Indicators not met | Commentary  |
|-----|-----------------------------------|--------------------|----------------|----------------|----------------------------|--------------------------------|---|
| 2   | The D'Vine Singers                | £ 2,000            | £ 350          | N/A under £500 | -                          | -                              | The funding enabled 7 participants to come for 30 sessions each throughout the year. The grant meant that these beneficiaries with mental health issues were able to attend singing sessions without worrying about money. One beneficiary says "I so look forward to our weekly get togethers and singing and miss when we have breaks. So thank you D'Vine for helping keep me sane and for giving me a reason to try and carry on, which is still not easy".               |
| 3   | North West Kent Volunteer Centre  | £ 5,000            | £ 4,250        | 5              | 4                          | 1                              | Number of clients receiving home befriending visits was down due to a drop in the number of referrals from Adult Social Services. Contacts have been renewed and referrals have started to rise again. Some new volunteer drivers have been recruited, but others have been lost to ageing and moving away. The Horton Kirby & South Darenth Befriending Group has gone from strength to strength and were able to organise their own Christmas event without any assistance. |
| 8   | Sevenoaks District Arts Council   | £ 5,000            | £ 2,500        | 7              | 6                          | 1                              | 10 organisations assisted with underwriting and funding, of which four awards were not required. A total of 8,241 people have benefited from the grant. This includes 1,063 Under 13s and 2,016 over 55s.   |
| 21  | West Kent Mind                    | £ 5,000            | £ 3,000        | 5              | 5                          | 0                              | Three courses completed. Of the people completing evaluations, 90% said their wellbeing had improved and they were able to manage their stress.   |
| 23  | Relate West & Mid Kent            | £ 5,000            | £ 2,800        | 5              | 3                          | 2                              | Project start delayed by problems recruiting for staff member to deliver. Student counsellor withdrew before starting in post. A new Councillor was recruited and the project started late. Numbers of clients seen and volunteers participating are both down, but numbers of clients are improving. SDC Action: Visit to be arranged in 18/19   |
| 30  | Sevenoaks District Sports Council | £ 5,000            | £ 2,500        | 5              | 5                          | 0                              | Max Denniff and Renee Ojikutu are now both playing for England Under 18s Hockey Team. Fox Archers are making great strides asa club for Youth Archery and especially Disabled Archery.  |
| 44  | Sevenoaks Counselling             | £ 900              | £ 800          | 2              | 2                          | 0                              | The service continues to be in great demand. There is a waiting list, particularly for evening appointments. Work with children and teenagers is expanding. Have recently appointed a Play Therapist to work with young children.   |
| 51  | Family Matters                    | £ 4,805            | £ 1,200        | 5              | 5                          | 0                              | All indicators have been achieved at year end. A total of 8 residents say they have reduced or stopped self-harming or have reduced suicidal thoughts   |
| 58  | CVSNWK                            | £ 5,000            | £ 1,000        | 3              | 3                          | 0                              | All indicators have been achieved. Assisted 20 organisations in Swanley and Northern parishes during the year.  |

## APPENDIX A

| Ref | Name of Organisation                    | Amount Applied for | Amount Awarded | Pls measured   | Performance Indicators met | Performance Indicators not met | Commentary  |
|-----|---|--------------------|----------------|----------------|----------------------------|--------------------------------|---|
| 66  | Edenbridge Voluntary Transport Services | £ 500              | £ 500          | N/A under £500 | -                          | -                              | Carried out 1,277 drives during the year. The most common comment they receive is "We don't know what we would do without you"  |
| 85  | Imago                                   | £ 18,000           | £ 10,000       | 5              | 5                          |                                | Number of new volunteers recruited in Sevenoaks is below target. This is a demand led service and Imago has worked with everyone who has enquired about volunteering. 4,505 drives have been carried out for older people. 43 young people have been engaged in volunteering. Youth volunteering is promoted to young people in schools and they have come forward to volunteer at local clubs and at events.                               |
| 91  | Commonwork (Bore Place)                 | £ 5,000            | £ 1,500        | 4              | 3                          | 1                              | Launch of project delayed by recruitment of new staff member. Because of the late start, the project is still ongoing, with six further volunteer task days to come. As a result, data on one indicator is not yet available. Over 800 residents have taken part in health walks. Once the outstanding volunteer sessions have been completed, it is expected that the outstanding indicator will be met. SDC Action: Visit to be arranged. |
| 110 | Sevenoaks Community First Responders    | £ 2,400            | £ 1,200        | 3              | 0                          | 3                              | The new community first responder assisted 120 people in the first six months. However, the responder then stepped down for personal reasons. They are in the process of recruiting a new responder to use the equipment that was purchased with the grant. SDC Action: Meeting to be arranged to discuss.  |
| 116 | Age UK Sevenoaks & Tonbridge            | £ 5,000            | £ 2,000        | 5              | 5                          | 0                              | The service is getting more referrals and now need to find new volunteers to assist and additional staff hours.   |
| 148 | Sevenoaks Home Library Service          | £ 250              | £ 250          | GRANT RETURNED |                            |                                |   |
| 173 | Compaid                                 | £ 4,000            | £ 3,500        | 5              | 5                          | 0                              | Service running satisfactorily with no issues. In 2017/18 205 individuals from the Sevenoaks District made a total of 868 trips using the service.  |
| 195 | North Kent Mind                         | £ 4,766            | £ 2,000        | 6              | 6                          | 0                              | As a result of the funding: 4 people are in full/part time employment, 4 people are volunteering, 2 people have learning disabilities but are being given ongoing support to obtain voluntary roles and 5 people are undergoing job matching with Blue Arrow Employment Agency  |
| 196 | Sevenoaks PHAB                          | £ 500              | £ 400          | N/A under £500 | -                          | -                              | The grant has helped fund sessions for users who enjoy coming and like the variety of activities offered. Attendances are high. The grant has helped make a more exciting programme to engage and maintain users' interest.   |
| 206 | Sevenoaks Volunteer Transport Group     | £ 500              | £ 500          | N/A under £500 | -                          | -                              | The grant was used towards the running costs of SVTG. Without the grant, SVTG would need to increase charges to elderly users. 77% of users in the last 6 months were aged 75 and over. Savings on return journeys to local hospitals are at least 68% according to their recent survey.  |



APPENDIX A

| Ref                | Name of Organisation  | Amount Applied for | Amount Awarded | PIs measured | Performance Indicators met | Performance Indicators not met | Commentary  |
|--------------------|-----------------------|--------------------|----------------|--------------|----------------------------|--------------------------------|---|
| 264                | West Kent Mediation   | £ 5,000            | £ 4,500        | 5            | 5                          | 0                              | West Kent Mediation achieved the Restorative Service Quality Mark in June 2017. Case study provided.  |
| 344                | Kent Friendz          | £ 2,000            | £ 1,000        | 4            | 2                          | 2                              | Kent Friendz are thrilled at how the service has gone. The children are showing increased confidence, independence, self-esteem and communication skills. They are particularly pleased to see the children interacting and playing with each other rather than just their 1:1 staff member and have received excellent feedback from parents/carers. SDC Action: Visit to be arranged.   |
| 394                | BRIDGES               | £ 1,800            | £ 1,000        | 5            | 4                          | 1                              | One indicator below target as the number of volunteers involved was lower than anticipated because two other organisations withdrew from the project. With the withdrawal of these partners, the sessions were successful because the involvement of local speakers which helped drive up attendances. Average attendances were 6-10, but total overall was 32. Edenbridge Songsters also supported the sessions. SDC action: Visit to be arranged. |
| 425                | Playplace Innov8      | £ 4,983            | £ 1,500        | 4            | 4                          | 0                              | Young people focused on doing a photography project for a local exhibition and the DVD element will be picked up in the next phase. The two groups are involved in healthy eating and wellbeing projects. AQA process has been delayed by the late start and are now in process over the next few months.   |
| 436                | West Kent Communities | £ 3,052            | £ 1,250        | 3            | 3                          | 0                              | All targets are met, as projects delivered over the summer. This was one of the most successful programmes to date. Feedback from parents and children was very positive and staff felt that a number of children had made great progress with their confidence and social skills.  |
| 439                | Kenward Trust         | £ 700              | £ 700          | 2            | 2                          | 0                              | Project was delivered in April 2017. 450 children from 18 schools participated in the project. The drug and alcohol scenario was the top voted and most educational scenario voted by students and teachers.  |
| 446                | DAVSS                 | £ 5,000            | £ 3,580        | 4            | 4                          | 0                              | Volunteers have provided 16,776 hours of support to the service. SDC funding has been a lever in sourcing other external funding. Support to Court project outcomes have increased with the reduction in availability of legal aid and the reduction in number of solicitors available to take legal aid cases.   |
| 462                | Salus                 | £ 1,000            | £ 1,000        | 3            | 3                          | 0                              | Total of 19 schools from the Sevenoaks District took part in the project. Feedback has been overwhelmingly supportive.  |
| <b>TOTALS</b>      |                       |                    |                | 95           | 84                         | 11                             |   |
| <b>PERCENTAGES</b> |                       |                    |                |              | 88.42%                     | 11.58%                         |   |

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RELATE - SEVENOAKS CENTREA CASE REVIEW — Sept 2017 – April 2018COUNSELLOR: AWS

This case concerned a married couple with 3 children - two boys, 10 and 6 and a girl aged 3. They had known each other for 15 years and been married for 12. They were each 39 years old and the mother's ethnicity was Chinese. Overall the couple had 12 sessions at Relate.

The reason for accessing the service was the discovery by the wife (W) of a 10 month affair the husband (M) had been having with a work colleague. Although affairs in intimate relationships may be thought of as almost 'commonplace', the emotional fallout can be tremendous, especially in terms of the future mental health of any children, time taken off work and, if separation and divorce follow, the financial implications of legal issues and the dividing up of the family home and assets. Surveys of the general public show that only 33% believe a relationship could survive. When the same question was posed to relate counsellors, the answer is very different – 94% thought that not only could a relationship survive but that it could potentially thrive.

In the example above, where the affair had only been discovered 2 weeks previously, the pain, loss and betrayal felt by W was total – she did not want to hear denial, excuses or even an apology. She certainly did not want to look at or discuss what might have been happening in the relationship before the affair started – whether or not there had been arguments, disappointments, disconnection or loneliness. M was also struggling with guilt, confusion, shame and anger.

It was through a judicious mixture of individual sessions and joint sessions that the couple found the ability and commitment to try and rebuild their relationship. They began to see the affair as a 'wake-up' call and started to talk openly about how expectations, unmet needs and a fear around confronting difficult issues provided a 'context' for a sense of separateness and lack of intimacy in the relationship.

After 12 sessions they felt they were ready to take the 'tools' they had learnt to the next level – they recognised there would always be negative 'triggers' but felt a joint strength to really grow and learn together. They could always, of course, come back for a few 'top up' sessions with Relate!

West Kent Communities Case Study

Marcus (not his real name) is 10 years old and who has been attending West Kingsdown 8-12s Club since March 2017.

Marcus was referred to the 8-12s project because he has Autism Spectrum Disorder, sensory issues and struggles to communicate. Because of this he has trouble making friends and can have frequent outbursts. Since attending the 8-12s Club, Marcus has started to grow in confidence, is happy and relaxed. He participates in activities and is making new friends. He is learning how to manage his anxieties and feels more confident in asking staff for help if he feels worried.

**Thriftwood**

When the letters went out for the residential trip for August 2017, Marcus's Mum said it was highly unlikely he would manage being away from home for two nights. She said he had never stayed away from home and would be very anxious leaving his family. After much discussion, they decided would give the residential a try. During the residential trip, Marcus was supported by the staff and his peers to try new things. The residential supported Marcus to build friendships by sharing a room with other peers and engaging in group tasks such as go karting, problem solving and water rafting.

We returned Marcus to his mum, happy and relaxed. He was excited to tell her about all he'd been doing and let her know about the new friends he had made. His mum was so proud of Marcus and told him how independent and confident he had become.

**Parent's comments**

Marcus's mum said: "Marcus really enjoyed his time away with the 8-12s club. He was able to express himself and develop his creative skills. He really enjoyed the activities and was so happy to tell everyone about it." She added, "As a parent, I wrapped Marcus up to protect him with his autism. He had never been away by himself before. The West Kent staff made me feel really relaxed about letting him go and kept me updated about what was happening. They did great with Marcus by letting him know what was happening step by step so that he didn't feel lost. It's like my son had grown up when he came back! It made me realise how much more he can do. So, I want to say a big 'thank you' to all of the 8-12s staff and the funders as the trip really helped him to develop himself."



The client is a 9-year-old (white British) girl who I saw in school for 12 sessions. I also met with her Mum at the beginning, middle and end of my time with *Jane*.

*Jane* had been referred to us by *Early Help* (a Kent County Council run family support service) and she had accessed our Independent Sexual Violence Advisory service.

*Jane* had been sexually, physically and psychologically abused by her father between the ages of 5 and 7 years old.

The abuse came to light after *Jane's* parents had split up and her Mum was doing a safeguarding course at work; she was talking to *Jane* and asked her *if Daddy had ever hurt her?* *Jane* told her Mum in that moment what her father had done to her; Mum felt that *Jane* was able to open up then because the abuser was no longer in the home.

Mum reported to the police however the CPS dropped the case due to a lack of evidence.

The referral referenced *Jane's* anger; how she couldn't control her emotions at home and that she had self-harmed in a number of different ways.

On meeting with Mum: she was concerned that counselling would exacerbate *Jane's* anger, when things had been "better" of late. She was having fewer angry outbursts which Mum equated to *Jane* having not seen her father for 2 years (although he still lives close-by).

She said that *Jane* was "so closed - she won't talk" and spoke of how *Jane* had been "a Daddy's girl" and "she pinned for him when he left".

Mum also said that *Jane* "says that everything's fine - however her actions show different".

The scores on her Initial Assessment form backed this up, with a total of 21 (the minimum possible being 16 'no concern' and 64 being 'the most concern').

Mum messaged me on the day of the first session to say that *Jane* had "completely freaked out the night before".

I was unsure how many of these fears belonged to *Jane* and how many were Mum's.

I offered what I hoped was reassurance by arranging with the school for *Jane's* pastoral support worker (Miss W) to be on hand in case *Jane* needed a familiar face at our initial meeting.

*Jane* attended session 1 with Miss W; I explained my role to *Jane*; when I would be coming to see her; how confidentiality works in counselling and the exceptions to it; I also made it clear that she had a choice to attend and that next time it would need to be just the two of us.

I showed her the contents of my "creative bag" and suggested other things I could bring with me which might interest her whilst she was here.

She didn't give me a definitive answer as to whether she would return next week, but I was hopeful that I had paced the beginning appropriately.

Pacing the work is key for me and varies from client to client; people need to feel safe if they then choose to express themselves. The working relationship that forms over time is in itself therapeutic as it can teach the client to learn to trust again, which in turn empowers them to stop the past claiming both their present and future.

*Jane* attended on her own for the rest of her sessions.

She responded enthusiastically to creative work; decorating a butterfly mask with such perfectionism that it led us to talk about 'appearances' and how things are not always as they seem. We talked about times when we might 'mask' our emotions and the reasons for that.

*Jane* also drew her friends and family support network for me and she talked about the people in her life.

By session 4 I was trying to help her link her emotions with experiences in her life; using the *Blob Tree*, a set of gender non-specific characters who portray different emotions as they *sit on* - or *fall from* - their tree.

I asked *Jane* to pick one for 'the past' (she chose a character who was clinging onto the tree, looking distressed); 'the present' (one halfway up the tree looking content) and 'the future' (one at the very top of the tree looking relaxed and happy). I asked her for a word or two to describe each one, for the past; "scared/frightened", the present; "happy" and the future; "excellent".

It felt like the real work had begun, as I asked her more about the past Blob and she spoke about her father. I next introduced 'The Suitcase' to her; a metaphor for the brain and how we store facts, memories and the emotions we attach to them. I spoke about things that we don't understand and how those feelings can worry us and cause the 'suitcase' to burst open of its own accord if we don't feel in control of it.

*Jane* understood the metaphor straightaway, as I find many youngsters do, and she was keen to draw her suitcase. We focused on the issues that cause her suitcase to spring open and worry her (remembering what her father did and the fear of bumping into him in the local fun market) and what she does to cope in these moments of stress.

## Agenda Item 10

Over the next few sessions we role-played scenarios set in the supermarket with puppets she assigned to her (a unicorn), Mum (a seal), brother (a dog) and father (a snake). We talked about the significance of her character choices and the puppets helped her to see that her Mum would never leave her vulnerable to her father in any given situation.

A sense of empowerment was gained over those weeks of puppet work.

We explored the secret that she had carried for years through the aid of the book *Whisper*; which uses a small monster (who represents an unknown secret) who grows in size and becomes smellier and more uncontrollable as time goes on.

Again, the metaphor was instantaneously understood by *Jane* and I asked if she would like to story-board or write her own story. She was particularly taken with the idea of a story-board.

Our remaining sessions saw her drawing the same puppet characters from her role-plays, as she talked through the emotions she felt when her father was in her life (*upset, disturbed, scared, angry and 'mixed emotions linked to sadness'*). She talked about the events that these emotions were linked to and it became apparent that many of them were also linked to her parent's divorce and the upset this had caused her.

The division was quite clear, what her father had done to her - versus - the loss of the *Dad* she had once known and loved.

We looked at her coping strategies surrounding these emotions and worked a lot with different stress toys to help her to talk through and express her anger and upset without damaging herself and her surroundings.

Over our final 2 weeks I explained the impact of trauma on the brain; how the trauma gets stuck in the amygdala before it's processed in counselling and then moved across to the hippocampus for a deeper level of storage - not dissimilar to her suitcase metaphor.

When I had encountered this brain explanation on a course before I doubted that children would follow it, especially using the specific names for the different parts of the brain. I was wrong; *Jane* seemed thrilled to be learning 'science' in counselling and said the unusual names over and over, adding her own soundtrack for them to boot!

I always take my travelling shredder with me to final sessions now, for child and adult clients alike, in case the client doesn't want to keep their work.

*Jane* relished the shredding of all *but* her butterfly; which seemed a symbolic description of her journey from caterpillar, chrysalis and now butterfly over the course of our 12 sessions.

I asked if she would like to take a stress toy with her at the end; she selected a small unicorn, echoing her chosen character throughout the role-plays and her storyboard.

By session 12 her initial assessment score had reduced to the bare minimum of 16.

She wrote that counselling had helped her "*because I can talk about how I feel and express my feelings and let it out*" and, she felt different now "*because I have no more worries and don't have any more things to be frightened of*".

Mum was very pleased with the progress that *Jane* had made, and she acknowledged at the concluding parental session that she "*now has a greater understanding of how to react when Jane shows anger and up set, as well as an understanding of how the brain processes trauma*".

I had explained what I had educated *Jane* in; so, Mum had a parallel explanation in case *Jane* had any questions in future.

Mum also wrote that "*it has helped a lot knowing that my daughter has got the help and support she needed*". Mum acknowledged that she had felt "*worried*" and "*nervous*" before the start of *Jane's* counselling but now felt "*very pleased I got this for Jane; it's been a positive experience*".

She felt that there were no improvements that could have been made to the service they received, as "*it's great as it is*"; she "*would contact us in future if needed again*" and she "*would recommend Family Matters to others*".



Please find a short case study from one of our new volunteers Brian (section 1), and in some informal feedback received by email from other volunteers attending the task days.

### 1. Volunteer Case Study

"I live in Sevenoaks and having left my job in January was looking for a useful way to occupy my spare time.

I found a volunteer day for [walking trails maintenance day](#) noted on the Bore Place website, I was aware of the organisation from a contact back in the 1990's.

It is both enjoyable and beneficial to do physical work with others outdoors, the tasks are varied to suit different abilities. Being able to contribute practically with a diverse mix of other folk to a project that brings benefit to both the participants and the wider community is rewarding. Installing the information board made of oak from the estate contributed to a sense of being part of a circle of sustainability.

Since joining in with volunteer days I have made the effort to walk the routes. It is delightful to progress through field and woodland habitats with the opportunity to observe the variety of nature which is prolific. I enjoy seeing the deer, a range of woodland and field birds, and the ever changing flora. It is an easily accessible but peaceful location close to the urban influences of Sevenoaks and the M25.

I would happily contribute further to work days and bigger projects."

Brian R Osborne

**Pictured here**





## 2. Other volunteer feedback

“Hi Tom, yes I had a really great day, doing all I love being outdoors in the mud, and trying to keep a fire going! It was great to learn your techniques as to keeping a fire started and going as it has been a number of years since I did!! Really enjoyed myself and expect me to be there on all your next trail etc dates. And please do let me know any other times I can help? Hope all is going well with your project and see you on the next day.” **Fiona**

“I had a great day helping out today. It was a beautiful day and such a fantastic setting and a great bunch of volunteers and staff, I really enjoyed myself. I hope to be available to help out on future days. Please feel free to let me know if and when I am required and I will be there if my day job allows.... Once again, thank you for allowing me to help today, I really enjoyed myself and the company of the group. Bore place is a beautiful place and I have posted my experience on Facebook. I will be returning as a volunteer (if required) and definitely as a visitor with my nature loving daughter.” **Tim**

“The volunteers and I really enjoyed the work at Bore Place last week.” **Sara**

**Walkers enjoying the Bore Place Walks trail on a bright February day.**



### **Robin and Susan**

Robin and Susan live in Sevenoaks. They were referred to Age UK's Information & Advice service by the Alzheimer's Society. They had identified that they needed help with benefits.

Robin is an 83-year old being cared for by his wife Susan who is 78. Robin has dementia and his behaviour can be challenging. Susan has Parkinson's and is quite frail. They own their own home.

Our Information & Advice service visited them on several occasions to try to improve their situation. First of all we carried out a benefit check. Robin was already claiming Disability Living Allowance but Susan was not claiming any disability benefits in her own right. We helped Susan to claim Attendance Allowance and she was awarded higher rate. At this stage they were not eligible for Pension Credit or any other means-tested benefits and therefore Susan had no underlying entitlement to Carer's Allowance.

We put Susan in touch with Crossroads to help with caring for her husband and Robin tried going to our day centre but this did not work as he was prone to wandering. For the same reason, our Independent Living Support service were unable to take him out. We also tried a befriender but this did not work either as he was prone to becoming short-tempered. Subsequently Robin started wandering in the street and was picked up by the police. They referred him to Social Services who asked us to look at their situation again.

We visited them again with the One You Project. They identified a need for an extra rail in their living room which would help both of them, especially Susan. The One You Project arranged for the rail to be fitted by SDC's HERO Team.

We applied for Council Tax reductions on the grounds of severe mental impairment. Susan was turned down as her Parkinson's is not impairing her mental faculties but Robin was given a reduction.

We applied for a Blue Badge for Robin so his family to use disabled parking spaces. This was awarded by Kent County Council.

We carried out another benefit check using Age UK's benefits calculator which suggested that their circumstances had changed and they were now eligible for Pension Credit. We applied and they were turned down by the Department of Work & Pensions. We double-checked this using the Turn2Us benefits calculator which confirmed they ought to be eligible and we applied again. The Department for Work & Pensions agreed they had made a mistake and awarded them Pension Credit Guarantee Credit.

Susan gave us authority to discuss their Council Tax with SDC's Benefits Section and they were awarded a further reduction in Council Tax on the grounds of income and savings as they were now receiving Pension Credit.

They were sent a lot of confusing letters which we helped them to understand. The current situation is that although we have not been able to improve their practical circumstances, we have managed to make a significant difference to their financial situation. For the time being, they have had enough of forms!



**CASE STUDY FOR SDC MONITORING, 12 Months to 31 March 2018**

*Mary is a fictional character based on examples from real life.*

Mary is 17 and came for counselling as she was extremely anxious, had self-harmed in the past, and was not sleeping. Her mother was present for part of the initial assessment to deal with practicalities such as payment and appointment times.

Mary was an articulate young person, who was feeling very stressed. The self-harm had been shared with her mother and precipitated coming to Sevenoaks Counselling. As a result of sharing with her mother she had already stopped cutting, but wanted to stop feeling the need to do so.

As we met over a number of weeks we worked on the current situation and also looked at her family history and who else carried anxiety within the family.

Regarding self harm, we looked at alternative ways of reducing stress, and I asked her not to go on any self-harm websites, which she agreed to. She also started to practise relaxation techniques. Her father had had anxiety issues as a teenager, so I suggested she asked him how he had managed, and that produced some useful conversations.

We then focused on the stress linked to school work and high expectations from her parents and the school. As we talked about this she was able to gain a different perspective and to take time out from school work to relax and also have some exercise. In addition we worked on her self-esteem, her skills and gifts, who she was, and what her hopes and dreams were for the future.

Regarding sleep, this did gradually improve and she chose a different bedtime routine, taking time to relax, switching off electronic devices, and going to bed earlier.

After three months of weekly meetings, she now has some coping strategies to use when life is difficult. We have ended our work together, but she can return if she feels she needs to.

Counsellor at Sevenoaks Counselling

May 2018

## Agenda Item 10



*Providing services to people with learning disabilities and their families*

Patron: Julia Hands MBE  
Chairman: Bryan Dickson

Kent Friendz  
Tel: 01732 838183  
Email: [info@kentfriendz.org.uk](mailto:info@kentfriendz.org.uk)  
Website: [www.kentfriendz.org.uk](http://www.kentfriendz.org.uk)

### **Sevenoaks District Council Community Grants Scheme 2017-18 Monitoring & Evaluation Case Study**

**Organisation Name: Kent Friendz  
Ref: 344**

*'Our son N\_ has attended the Saturday clubs for several years now. This has given N\_ a much needed opportunity to socialise with peers in a safe, fun and caring environment. Furthermore, it has given us parents a much needed break which again has enabled us to be able to continue caring for our son who has very complex needs. Kent Friendz and its lovely staff and volunteers have honestly been a life-saver for us as a family!'*

Mrs B. T\_ - Mother of N

### **Sevenoaks District Arts Council Case Study**

#### **CASE STUDY**

SLOG [Swanley Light Opera Group] performed for years at Woodlands, Swanley. [Capacity as a theatre of about 150].

Ralph Gutteridge, who sadly is no longer with us, represented them on the SDAC Committee.

Woodlands Management decided to concentrate on letting their facilities for Weddings only in 2014. SLOG therefore had to leave the venue.

In 2016 Woodlands closed and is now boarded up.

SLOG had to perform at village Halls, one being Darenth Village Hall. Obviously their audiences were limited [down by over a half] and they went through some tough times.

However this year they performed at the Howard Centre, Hextable.

The Howard Centre was originally South East Dance Studios, a purpose built ballet school built in the ground of the local school. The school was closed and the studio was not used.

Enthusiasts have been extremely pro active and are making it into a vibrant Community Arts Centre.

SLOG decided to hire this Hall for their production of "Rock of Ages" at the beginning of the Year [capacity over 120]. So the two organisations, SLOG and the Howard Centre have benefitted as well as Hextable itself.

Long may it continue.

## WEST KENT MEDIATION CASE STUDY FOR SEVENOAKS DISTRICT COUNCIL

### Jan 2018

This case has involved 2 groups of residents (15 households) that live in a retirement housing block.

Mediators initially went to see every single resident that was involved in the dispute individually in order to understand their issues. These appeared to be mainly around use of communal lounge and kitchen area.

After discussion with the residents it was agreed that they would have a spokesperson as a point of contact for each group. West Kent Mediation have spent over 33 hours in talking to all residents in person, over the telephone and by emails, as well as liaising on a regular basis with the Housing Association.

We have made a lot of progress in resolving many of the issues that were presented to us. Due to the complexities of the issues and the vulnerability of some of the residents this case has taken much time and is still ongoing. We are hopeful of a full mediated agreement at the conclusion.

*Amanda Bell*

Chief Executive Officer  
West Kent Mediation

May 2018

## **CASE STUDY - ANDREA**

(not her real name)

Andrea was referred to DAVSS by her Health Visitor for support as a High Risk case, particularly as she was about to give birth. She reported that she had experienced domestic abuse for a number of years by her ex husband from whom she was divorced. Although he was no longer there, she was still experiencing emotional abuse regarding outstanding issues in connection with child arrangements and contact for her older two children – a girl and a boy.

This situation was complicated as she had subsequently met a new partner, the father of her third child, who was reported to be exerting coercive and controlling behavior. He constantly texted and messaged her wanting to know where she was, who she was with and what she was doing. He tried to prevent her from leaving the house. Andrea and her partner were from different faith communities and this made the situation more difficult. This escalated to threats to kill and following a final incident of physical violence when she was threatened with a knife, she reported him to the Police.

The Police attended at once and were very helpful. They made him leave the house, and bailed him not to return. When he wanted to come back to collect his goods, they provided Andrea with excellent advice and offered to be present when he arrived. In the event he did not return and his whereabouts are not now known. During this time, she gave birth to a baby daughter.

The police advised her to get a Protective Order against her ex partner but because English is not her first language, she did not feel able to go ahead herself and apply for an immediate Emergency Non Molestation Order even with DAVSS support. DAVSS then supported Andrea to find a Solicitor willing to take on a Legal Aid case and she was assisted to make the necessary application. For bureaucracy reasons which were not clear at the time, the legal aid certificate was delayed by several weeks and the Solicitor felt that it was then too late then to apply for a Protective Order particularly as the domestic abuse had ceased for the time being because of the Police bail conditions.

However, the solicitor also applied for a separate Legal Aid Certificate to represent Andrea regarding a Child Arrangements Order in respect of the ex husband who was using the situation for renewed emotional abuse. This was approved and a Child Arrangements Order was agreed with provision for a safe child handover in a public place so that her ex husband did not have to come to the house.

Additionally, she also applied for a Special Issues Order in respect of a passport for the baby so that she could return to her country of origin with all three children to visit her elderly relatives who were unwell. This was fraught with difficulty as the Order which was granted could not be served on her ex partner as his whereabouts was not known. The Order was therefore withdrawn. DAVSS then supported her to make a special request giving reasons why she needed the passport and the very considerable efforts she had made to find his address. This was accepted by the Solicitor who then obtained the Order. Unfortunately the name of the child was spelt wrongly by the court staff which rendered it invalid for passport usage. Finally a correctly spelt Order has now been received and Andrea can proceed to apply for the necessary passport.

During this period, she also reported an incident of sexual abuse towards her son by her ex partner and this was reported to Social Services. She was then referred with her son to Family Matters (who specialise in cases of sexual abuse) for counselling.

Whilst this situation was being resolved, Andrea and her older two children were subjected to racial abuse within their neighbourhood. This was reported to the Police who again were most helpful. This was also reported to the Housing Association who agreed that together with the background of domestic abuse, she needed to be moved to a safe and confidential address. The Housing Association kept in touch regularly with DAVSS and organised her move to a very suitable house which Andrea is very happy with. The address is being kept confidential for safety.

DAVSS applied to two local charities for necessary kitchen equipment and for Christmas presents for the children which were warmly received by Andrea and appreciated by them all.

Andrea and her children are now settled, the older two children are at new schools where the Family Liaison Officer has also been most supportive.

During this period, Andrea has worked very hard to make the best of her situation, take up all the help offered and prepare herself to return to work when the baby is old enough by undertaking relevant training courses. She has now started to attend the local Support Plus Drop In for ongoing support.

### **Purpose**

- To ensure the safety of the client and her children
- To support the client to report any domestic abuse incidents to the Police
- To support the client to report neighbourhood racial abuse to the Police
- To support the client in accessing a Lawyer, assist her application for legal aid and support her to court
- To work with Social Services to safeguard the children
- To work with the Housing Association to support her to find new accommodation
- To support the client to take positive steps regarding training to enable her to access work opportunities when appropriate.

### **Action taken**

- CAADA/DASH checklist assessed as High Risk
- A Personal Safety Plan was completed and reviewed as necessary
- MARAC referral was made
- Child Protection Referral was made
- The client was supported to Solicitors meetings and supported to Court
- The client was supported to make an application for a change of Social Housing following racial abuse from neighbours as well as domestic abuse
- Family Matters referral was made

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- Freedom Programme referral was made
- Recovery Toolkit referral was made at the conclusion of the Freedom Programme
- Referral to the Support Plus Drop In was made
- Referral to the Support Plus Virtual Support Group was made
- Funding provided by 2 charities for kitchen equipment at her new house, and Christmas presents for the children

### **Successful Outcomes**

- Andrea and her children are doing well and rehoused as the result of excellent partnership working with the Housing Association who also assisted in keeping her new address confidential and ensuring that it was in her sole name.
- The court case for the Child Arrangements Order regarding her ex husband was successfully completed with agreement that hand over of the children should be in a safe public place with no access to her house
- The court case for a Special Issues Order in respect of her ex partner has now been concluded satisfactorily
- Andrea has attended the Freedom Programme and found it very helpful, she also attended Family Matters for counselling
- The Police responded swiftly to her call for assistance regarding her ex partner and also assisted when she reported receiving racial abuse.
- Her children are now at new schools and happily settled and she is attending training courses as set out below. She has also offered to volunteer for DAVSS via translating when needed.

### **Unexpected difficulties**

- .The delay in receipt of the original Legal Aid Certificate prevented her from obtaining a Non Molestation Order. However, in the event her ex partner moved away and his whereabouts is not known. If he returns and renews his abusive behaviour she will immediately contact the Police, DAVSS and her Solicitor with a view to obtaining an early Protective Order.
- The delays in obtaining the Special Issues Order were complicated but DAVSS assisted her to make a special case which was accepted by the court and this has now been resolved satisfactorily

### **Unexpected benefits**

Andrea was delighted with the Christmas presents she received. She said

*'It was truly wonderful to have these toys. They were just right for their ages. We had three really happy days over Christmas saving different toys for each of the three days. We were*

*there alone and very happy. One day we played with the Lego bricks all day. Thank you so so much.'*

She could hardly believe that it was possible for her to receive new and fully working kitchen equipment and was so appreciative that two charities had provided for her needs.

On case closure Andrea reported a number of significant improvements (where (1) is the worst and (10) is the best.) as follows:

- Her feeling of safety has improved from (1) to (10)
- Her quality of life has improved from being very poor (1) to being greatly improved (10)
- Her physical health has improved from (1) to (9)
- Her mental health/stress/anxiety has improved from (1) to (9)
- Her housing situation has improved from (1) to (10)
- Her economic situation has improved from (2) to (10)
- Her prospects for being able to return to work are looking good as she is taking the opportunity to undertake a variety of training courses until her youngest child is eligible for a free nursery place. The training courses are listed below.
- She felt that her children's health and wellbeing, and being settled at school has improved from (1) to (10) and she says she is very happy about this.

Andrea is attending English classes, IT classes, has already achieved Catering Level 2, and Safety, health and hygiene Level 2. She is due to start a customer service course and training for online working shortly. As her first language is not English, she is also going on a translating course as she feels this is another possible avenue for employment. Additionally she has already offered her translating skills to DAVSS on a voluntary basis if needed.

*Andrea says 'I am very pleased to know DAVSS. I felt very calm when we first met and this was very helpful from the beginning. I trusted you, before I didn't trust anyone. You made me feel safe. I am a very shy person and I find it very hard to talk really. But I can speak to you and trust you because you keep it confidential and it makes me feel safe. DAVSS was very kind to me at court and I never imagined someone could help me like this.'*

Andrea has attended the Support Plus Drop In and says that she will do so whenever she is free in the future and is pleased that this ongoing support is available. She is also considering joining the Virtual Support Group.

*(Name and some details altered to preserve anonymity – client gave permission for a case study)*

April 2018

## **CASE STUDY - Charles**

Charles referred himself to DAVSS after an incident between him and his ex partner involving the Police.

Charles reported that his long term partner had been abusive towards him for many years, ranging from belittling and controlling behavior to physical assaults. Despite being separated from his ex partner for a period of 3 years he still was suffering harassment and abuse mainly due unresolved child contact issues. Charles said that his ex-partner abused alcohol and was frequently drunk, took strong prescribed medication combined with use of recreation drugs

Charles recognised that his children were also mirroring some of the abusive behavior they had witnessed and their attitude towards him was deteriorating. Charles is now seeking counselling for his children in an attempt to minimize the impact on their long term development of living in a home environment where they were exposed to domestic abuse.

The catalyst for Charles finally deciding to leave his partner was when one of the violent attacks was witnessed by one of his children (under 10 years). He said that this was the wakeup call that he needed to help him realise that he could not continue this relationship. Even today he finds it hard to accept that he has been a victim of domestic abuse despite now being fully aware that this was the situation. Due to the abuse he had lost all of his self-esteem and confidence and this contributed to his lack of recognition that he was a victim of domestic abuse.

Charles was residing outside Kent when he first had contact with the Police. Despite them dealing with the immediate situation he did not receive advice, guidance or signposting to other services that might have assisted him. He subsequently moved to West Kent and after the most recent incident when West Kent Police were called, he was given information from the attending police officers. They told him about DAVSS, what support the organisation could offer and how he could contact them. Initially Charles was concerned that DAVSS might be affiliated directly to the Police, but when the officers explained that DAVSS was an independent charity he was more confident and made contact via the Helpline.

Charles has acted on the information he was given during telephone support and this has greatly assisted him in determining a way forward. He has commenced formal Child Arrangements proceedings via his solicitor to resolve some of the outstanding issues regarding his children.

Charles is very grateful for the support he has received and knows that that he can make contact with DAVSS at any time via the Helpline should he require further advice or support. He now considers himself to be a survivor rather than a victim.

During the many years of abuse he had sought assistance from his GP. Despite disclosing the abusive situation to his GP he was not offered any practical advice or guidance around other services that may have been available.

He also disclosed the situation to his employee and whilst his Manager was very supportive Charles was not provided with any direct support or signposting despite being employed by a large professional company.



### **Purpose**

- To ensure the safety of the client and his children
- To support the client to report any domestic abuse incidents to the Police
- To ensure the client explores any legal options which might be open to him.

### **Action taken**

- A Personal Safety Plan was completed and reviewed as necessary
- A Child Protection referral was completed and forwarded to Specialist Children Services.
- He was given details of other partner organisations that would be in a position to offer additional assistance.

### **Successful Outcomes**

- Charles was appreciative that DAVSS was an independent charity and was available to listen to his issues and not be judgmental whilst providing sound practical advice.
- Charles appreciated that his situation was taken seriously and that he had been encouraged to contact the Helpline at any time should he feel the need to do so in the future.
- Charles has moved away from his ex-partner and is obtaining legal advice to pursue a Child Arrangements Order through his own Solicitor.

### **Unexpected difficulties**

- The fact that when Charles first involved the Police outside of Kent regarding the ongoing domestic abuse he was suffering, he was not offered any additional support or signposting information that may have allowed him to break the cycle of abuse at an earlier stage. This was resolved when he received appropriate support and information from Kent Police.
- Despite Charles disclosing to his GP that he was experiencing domestic abuse his GP failed to refer or sign post Charles to other organisations or services that may have been able to advise and assist Charles.
- For many years Charles was not able to recognise that he was actually a male victim of domestic abuse. This may have been a factor in the lack of support and assistance that he was offered and this has now been addressed. *'Did I realise I was a victim of domestic abuse? No. Even saying that now after all of these years seems strange'*.

### **Unexpected benefits**

- Charles strongly believes that more should be done to raise the public awareness regarding men also being victims of domestic abuse. He feels that DAVSS publicity initiative with male orientated establishments such as gyms, pubs, sports clubs should continue. He also feels that increased use of social media to link with other men in a similar situation would help them to recognise that what they were experiencing would classify as domestic abuse and therefore could be encouraged to seek support.

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- DAVSS already recognises that further work nationally is required to raise awareness of GPs and Charles' story will be a helpful example in providing training locally to health professionals about how to identify victims of domestic abuse and then provide information about services available for direct or self-referral.
- The knowledge of West Kent police officers who recognised immediately that Charles was a victim of domestic abuse and provided him with information about additional services available where he could get further advice and support.

Charles was appreciative of the service provided and said *"I was impressed with the sympathy, understanding and advice I received from DAVSS"* and added *"It's amazing how support can have a positive impact on your life and give you the help you need to make the next step and for you to realise you are not alone"*.

*(Name and some details altered to preserve anonymity – client gave permission for a case study)*

### Case study for BRIDGES' Creative Café and T@2

Mr. A is in his early 70s. He is struggling with coming to terms with his failing memory, attributed to Alzheimer's disease, and a recent diagnosis of Parkinson's disease. He is an active intelligent man who has travelled the world in the Navy, and lived for a period of his life in Africa. His wife goes out to work, so he disciplines himself to go out for a walk round a familiar town centre route every day, which enables him to meet friends in passing. The opportunity to join a social group engaging with different creative art activities has been a challenge to him, particularly when it has brought deep and sometimes painful memories to the surface. The Therapist has been able to take time aside with him to focus on resolving this pain, and the support of the group has been particularly nourishing with its mix of banter, compassion, and admiration of each other's art work. Each member of the group is dealing with some major life-changing issue and the peer-support created within the group is particularly life-enhancing, continuing as it does beyond the 2hr session, into ongoing friendships and encouragement when participants happen to meet in the town.

Mrs. B. lives in a local residential home. She wants to maintain her activities in the outside community, and welcomed the chance to join in discussions on a variety of topics offered in the T@2 sessions. Mrs. B is in her early 70s. She has a warm, outgoing personality but she is losing the power to express herself due to the progress of Alzheimer's disease. These sessions gave her opportunities to contribute to conversations, focus her thoughts, and share her experiences, which she said made her feel very much 'a person' again. She particularly enjoyed the two sessions led by Eden Songsters, and expressed a wish to join this group, a request which will be followed up if a carer can be found to accompany her.

Mr. C. is a quiet gentleman in his late-80s, who recently moved to a Residential Home in Edenbridge, wanting to take part in the life of his new community. He does not seem to find conversation easy, but he took a genuine interest in all the topics that the T@2 speakers talked about, asking pertinent questions and taking leaflets back for the benefit of friends at the Care home. He valued being out of the Residential Care environment, away from the TV, and having the opportunity to talk about something that stimulated his thoughts, with people who could engage in intelligent conversation.

Miss D is a young woman in her 20's who was recommended to come to T@2 and the Creative Café by the Parish Nurse. D said she'd come from Swanley only a few months before, and was living alone in a WKHA flat. She didn't know anyone, and she barely went out except by taxi to do her shopping in the evening when few people were around. Although clearly withdrawn, and probably suffering from depression and very low self-esteem, D engaged with the conversations at T@2, bringing a young person's perspective which was informative for the older people present. She came to two sessions, and it was at least good that she discovered that BRIDGES was a welcoming place where she could find company if she wished.

Miss D joined in with one session at the Creative Café, which was a big step for her, and she responded warmly to members of the group who were nearer her age, some of whom had experiences similar difficulties. Choosing to work with mainly black paint, she found the messiness unsettling, as the paint took its own course on the tile. This frustrated her, and she chose not to return to collect her finished tile, which, to the onlooker, was as appealingly dramatic and unique as any of the others.

The sadness of her isolation was heightened by not knowing her address, so the groups which had welcomed her were not able to keep in touch, though we have heard that other services are aware of her existence and needs.

Susan Oldfield. 26.4.18

## Agenda Item 10

### **Sevenoaks Kent Karrier case study**

Mrs. W lives in Heaverham and has been using the Sevenoaks Kent Karrier service since the death of her partner, who drove her everywhere. She initially used the local bus service this was withdrawn, and after relying on family and friends for a while she heard about the KK service that could help her get to town and to the local Age UK centre.

She found the service to be very reliable and punctual and excellent value for money with very friendly helpful drivers who always carried her shopping bags to her back door without her having to ask. She found the booking system very easy and was never told that she could not travel.

Mrs. W likes the idea that the service can be used five days a week and that you could go anywhere in the Sevenoaks area and not be restricted to certain times of the day. Her confidence, independence and social life has improved as she has made new friends and regularly meets up with them all thanks to the outings she has booked with the Sevenoaks Kent Karrier. She would be devastated if the service was withdrawn as this is the only reliable transport she can count on and life without it would be very depressing to say the least.

### Edenbridge Voluntary Transport Service

17 April 2018

#### Case study 1

An elderly couple both with extensive medical problems and requiring walking aids, require our assistance to access local medical facilities and more distant hospitals [Maidstone, Pembury, East Grinstead]. There is no way either could use public transport, the only alternative would be the use of ambulances, which do not offer the bespoke service that we can provide with our voluntary drivers. We are happy to assist them several times a month.

#### Case study 2

A person with a mental disability which means they are unable to travel safely on public transport, needs to visit a facility which provides craft training at least twice a week. The trip is a round journey of 30 miles twice a day. The family which unfortunately have other medical issues is unable to cover all the journeys involved. We are happy to provide a voluntary driver to transport the client several times a week.

Case Study 1

.....has profound multiple learning disabilities, .....he has to wear a helmet at all times to protect himself from injury. He is wheelchair bound, non-verbal and can at times display challenging behaviour. He is a regular attendee at our half term, main school holiday and after school clubs, we also provide home support (not included in grant application) to give his main carer respite.

When he first joined our activities he was very withdrawn, lacked any confidence and was uncommunicative.

After spending considerable time with..... building up a rapport we introduced him to various sensory activities and to animals at various wildlife centres. The reaction we received from..... was immense. As you are aware children with learning disabilities respond well to sensory activities and animals. This gave us an idea and with the help of our local disabled horse-riding centre..... is now able to sit on a horse (supported at all times by several support workers). He has an expression of sheer joy whenever he attends and is constantly asking his carer when can he go to Kent Friendz and go horse-riding. His confidence and independence has grown so much that when on one occasion the horse raised its leg over a small pebble he smiled even more.

His mother said 'Kent Friendz has made ..... a much more confident, independent and communicative child. He always comes home with a big smile when he comes back from Kent Friendz'.

Case Study 2

.....has profound multiple learning disabilities, .....and behavioural disabilities, in addition he suffers from epileptic seizure (symptomatic focal epilepsy) and his left side hemiplegia, which means that he loses his sense of balance and is wheelchair bound. He also has challenging behaviour. Despite his disabilities he is a regular attendee at the Kent Friendz activities. Because of his disabilities he required 2:1 care at all times, which is costly in terms of staff cost but we are able to provide this level of care because of the funding we receive from grant providers. When he first came to our activities he was very withdrawn, uncommunicative and lacked any form of confidence. We spent a great deal of time with him, building up a rapport and gave him confidence in our staff, we always used the same staff with him. Although his disabilities remain he has made significant progress in terms of communication and confidence.

This had been achieved by introducing him to various sensory activities, he loves animals (as you know children with learning disabilities respond well to sensory stimulus), we have taken him to local parks and wildlife centres where he can meet the animals.

His mother said 'Thank you Kent Friendz for all you do for ....., you have an excellent team who work so hard providing all the activities and for what you achieved for .....'.

## Agenda Item 10 Sevenoaks Community First Responders



In Partnership with  
South East Coast Ambulance Service   
NHS Foundation Trust

### **Rosie Withenshaw - Case Study**

Rosie saw an article in Kemsing Parish Magazine 'The Well' suggesting that Sevenoaks Community First Responders were looking for new volunteers. She emailed Tim Hall, CFR Team Leader on 15 September 2015 and he directed Rosie to the web site and also invited her to come along to a group meeting. Rosie's first group meeting was on 29 October 2015. Tim talked her through what was involved in the role and invited her to stay and listen at the meeting.

Rosie began to help at Fundraising Events, her first being 7 November 2015 helping the team run the stall at Sevenoaks Fireworks, a fundraiser at Sevenoaks leisure Centre, as well as attending the team meeting on 26 November. This showed the Sevenoaks CFR team that Rosie was serious about joining the Responders so later that day Rosie was sent an application form to join Sevenoaks CFR.

**Rosie returned the form to Tim on 28 January 2016, she then attended an interview with South East Coast Ambulance Service on 31 March 2016, and by April 2016 had received some additional forms from South East Coast Ambulance Service to complete including Disclosure and Barring Service Certificate.**

Rosie's two Referees had been approached and replied by early May 2016, and she had been contacted by Team Prevent to start her course of Hepatitis injections, her first being on 7 June 2016. Rosie carried on attending team meetings every month and helping out at fundraising and training session including but not limited to Kemsing Guides on 15 April 2016 and Otford Village Fete on 30 May 16. Rosie then attended the day course at Paddock Wood on 25 June 2016 which included training in how to use a Defibrillator and how to administer Oxygen which she passed.

**It was now that, thanks to the grant given by Sevenoak Council, that we were able to supply Rosie with her Responder Kit and get her actively responding out on the road.**

Rosie clocked on for the first time as a Responder on Sunday 17 July. Four hours in she was called by the Control Desk to assist another Sevenoaks First Responder help an elderly gentleman who had cut his leg badly and lost a couple of cups of blood. The CFR's were first on scene and Rosie began to control the bleeding and the other CFR gave the gentleman oxygen. The Ambulance Crew arrived and took the gentleman to hospital.

Rosie plans to continue attending training courses so that she can increase her scope of practice and respond to a wider scope of calls.

## Imago Case Studies

Please provide at least three case studies related to the services for which funding has been provided

### CVS

Supajam is an organisation that was previously based in Tunbridge Wells and is now in Swanley. Its aim is to work with young adults who are Not in Education, Employment and Training (NEETs) and provide them with education in music and media as a way to engage them. They were given help to complete their online Charity Commission application form. Supajam was also given advice about finance including recommended banking services.

### Dial 2 Drive

Our Dial 2 Drive service originated in Sevenoaks and this area remains our largest service. One of our Rockdale clients wanted to go to a school reunion at Thorseby Hall, Ollerton, Northamptonshire (pictured below) which is 180 miles away. He asked for a driver to take him there on the Friday and collect him again on the Monday. This would have meant 720 miles for a driver to take him there, return home, and the same for the Monday collection. One kind volunteer came back with an offer - that if the client was prepared to pay the £40 for a camping site to pitch his tent up, he would stay nearby for the weekend and then drive him home on the Monday! This saved the client £288 pounds on wasted mileage and he had a delightful time at the reunion.

### Volunteering

As well as the individuals we have registered as a result of phone calls, emails and visits to our office we have also promoted volunteering at events. We attended a Health and Wellbeing Show at the Stag Theatre in May and a jobs fair at the Hope Church in September. We also attended West Kent College Fresher's Fair in September. A variety of organisations were there including the police, college careers, Mind, Carers First, CAB and others. We spoke to 48 young people about volunteering opportunities and left material to hand out to those students who had been unable to attend.

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**Economic & Community Development Advisory Committee Work Plan 2018/19 (as at 10.09.18)**

| 25 September 2018  | 11 December 2018   | 5 March 2019   | Summer 2019 |
|--|--|--|-------------|
| <p>Budget: Service Reviews and Service Change Impact Assessments (SCIAS)</p> <p>Community Plan Annual Monitoring Report 2017/18</p> <p>Community Safety Annual Report</p> <p>Dunton Green Annual Report</p> <p>Community grants scheme 2017-18 year end monitoring</p> | <p>Presentation on the rural economy (Lord Colgrain)</p> <p>Workshop/consultation on the new Community Plan</p> <p>Visit Kent</p> <p>Economic Development Strategy Consultation response</p> | <p>Presentation from the new Chief Superintendent for Kent Police's West Division (to present on local policing, including crime statistics)</p> |             |

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