

ECONOMIC AND COMMUNITY DEVELOPMENT ADVISORY
COMMITTEE

26 February 2014 at 7.00 pm
Conference Room, Argyle Road, Sevenoaks

AGENDA

Membership:

Chairman: Cllr. Hogarth Vice-Chairman: Cllr. Horwood
Cllrs. Ball, Mrs. Bosley, Butler, Ms. Chetram, Mrs. Cook, Davison, Fittock and Maskell

	<u>Pages</u>	<u>Contact</u>
Apologies for Absence		
1. Minutes To agree the Minutes of the meeting of the Committee held on 24 October 2013, as a correct record	(Pages 1 - 8)	
2. Declarations of Interest Any interests not already registered		
3. Actions from Previous Meeting	(Pages 9 - 10)	
4. Update from Portfolio Holder		Cllr Hogarth
5. Referrals from Cabinet or the Audit Committee (if any)		
6. To note minutes of the Health Liaison Board To note and make any comments on the Minutes of the meeting held on 9 January 2014.	(Pages 11 - 16)	
7. Business land conversion to residential land Verbal update by the Chief Planning Officer		Richard Morris Tel: 01732 227430
8. Proposed Joint Working Project between Sevenoaks District Council and Tonbridge and Malling Borough Council on Building Control Services	(Pages 17 - 24)	Richard Wilson Tel: 01732 227262

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|--|-------------------|--|
| 9. Sevenoaks Town Centre Parking Review | (Pages 25 - 56) | Richard Wilson
Tel: 01732
227262 |
| 10. Allocation of Grants | (Pages 57 - 76) | Lesley Bowles
Tel: 01732
227335 |
| 11. Rural Broadband | (Pages 77 - 90) | Lesley Bowles
Tel: 01732
227335 |
| 12. NHS Call to Action | | Lesley Bowles
Tel: 01732
227335 |
| NHS Call to Action (web link) A document for the
Advisory Committee to consider and decide whether
it wishes to recommend any action to Cabinet. | | |
| 13. West Kent Priorities for Growth | (Pages 91 - 140) | Lesley Bowles
Tel: 01732
227335 |
| 14. Work Plan | (Pages 141 - 142) | |

EXEMPT ITEMS

Consideration of Exempt Information

Recommendation: That, under section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the ground that likely disclosure of exempt information is involved as defined by paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information) as identified in Schedule 12A to the Local Government Act 1972.

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|-------------------------------------|-------------------|---------------------------------------|
| 15. White Oak Leisure Centre | (Pages 143 - 158) | Lesley Bowles
Tel: 01732
227335 |
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To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the appropriate Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

The Democratic Services Team (01732 227241)

ECONOMIC AND COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

Minutes of the meeting held on 24 October 2013 commencing at 7.00 pm

Present: Cllr. Hogarth (Chairman) (Chairman)

Cllr. Horwood (Vice-Chairman)

Cllrs. Ball, Mrs. Bosley, Ms. Chetram, Mrs. Cook, Davison, Fittock and Maskell

Apologies for absence were received from Cllr. Butler

Cllrs. Mrs. Morris, Mrs. Purves, Raikes and Ramsay were also present.

11. Minutes

Resolved: That the Minutes of the meeting of the Committee held on 18 June 2013, be approved and signed by the Chairman as a correct record.

12. Declarations of Interest

No additional declarations of interest were made.

13. Parking Charges for 2014/15 and Christmas Parking Charges 2013/14

The Chief Officer, Environmental & Operational Services presented the annual review of parking charges which proposed options for increases in respect to car park and on-street parking charges to meet the income budget targets for 2013/15 and included consideration of free Christmas parking.

The Chairman invited Cllr. Maskell to address the Committee on behalf of Westerham Town Partnership (WTP). He reported that the WTP had identified parking charges were not taking into account the development of the town, so they were proposing charges to support the development of town and business. They had identified that charges could be used to draw people to certain areas for long term and that parking charges should not be looked at from a purely revenue point of view but as a support tool for the development of the town.

The Chief Officer, Environmental & Operational Services advised that the report would be considered by Cabinet on 7 November 2013 and if agreed would go out to a three week consultation period which was when the public could submit comments which would then be reported back to Cabinet on 6 February 2013. He would ensure that Westerham Town Partnership were consulted and welcomed their input. However the information had still yet to be shared with Officers and was not received in time to include in the report.

In response Cllr Maskell commented that in relation to the process where officers had used data and information from the last three years this was a traditional approach, but things had moved on and the focus of the Council had changed and therefore there needed to be new processes for pre-empting and looking at opportunities.

Agenda Item 1 Economic and Community Development Advisory Committee - 24 October 2013

Members generally felt that the information had been received too late and at this point would be more suitably considered as part of the consultation process. In response to questions, Cllr. Maskell advised that he had only been given sight of part of the WTP proposals within the last day. He had been told that known parking patterns had been taken into account and that they disputed the Council's figures and that there were fundamental issues that needed to be taken into account. It was suggested that out of town parking fees be reduced to encourage movement from the town centre but that it agreed with rises in central parts. The consultation procedure and system needed to be looked at, and the proposal put forward from WTP needed to be looked at seriously.

A Member suggested that the situation may have highlighted a need to look into procedures and consultations prior to the report stage. The Vice Chairman sympathised with the situation, he had seen the WTP proposals and whilst there were some slight differences there was nothing immediately controversial, this Committee was not making the final decision, Cabinet had yet to consider the report and then there would be the consultation process.

The Chairman stated that input was welcomed from all informed sources and lessons had been learned. With regards to the schedule of charges laid out by the WTP there was a proposal for a free period of time, was there any barrier to this proposal. The Parking Manager responded that there was no barrier to free charging periods, but ultimately it was a case of achieving income targets. The Chief Officer, Environmental & Operational Services added that once the WTP had shared their findings with Officers they could look at the implications of their proposals and report these to Cabinet on 7 November 2013.

Members agreed that it was not possible to make a decision on information only circulated to Members, and that any information received should be put to Cabinet to consider. The Chief Officer, Environmental & Operational Services

With regards to the recommendations before the Committee, Members were generally against Sunday car parking charges, and in favour of continuing free Saturday parking at the Council Offices. It was felt that night time charges should possibly be reviewed to benefit restaurant goers.

A Member commented that car parking charges had been a recent news item and that government was not liking the way some Councils were charging for inappropriate purposes to balance the books. He stated that the Committee needed to be sure the fees set were not in confrontation with central government over this issue, and that the law of diminishing returns needed to be looked at. With regards to night time charges it would be interesting to correlate it to the social cost of night time entertainment. He suggested that local comparators needed to be looked at such as Dartford Town Centre. Another Member also raised the issue of diminishing returns.

The Chief Officer, Environmental & Operational Services confirmed that the central government issue was in relation to on-street parking. He added that the income needed to be found to meet the 3.5% assumption, costs were going up as was inflation. In response to the issue of potential diminishing returns he added that it was a valid point but that there could be other factors to consider such as not enough car parking spaces and inability to meet demand.

The Chairman of the Scrutiny Committee Members In Depth Working Group on Car Parking addressed the Committee, and stated that with regards to the procedures and the issue around information being fed into the process he was happy to take this away and look at it as part of the current review.

The Portfolio Holder for Finance and Resources addressed the Committee and pointed out the Marks and Spencers would not be significantly investing in Sevenoaks if it were not viable and would be providing interactive signage. Studies were being engaged to look into extending long stay car parks. The shortfall that needed to be made up in business rates did not help the situation. Once the interactive data was compiled and a cost effective analysis carried out it may be that a pay on exit system could be a solution. But it all needed to be carefully looked at. Hopefully a report would be put to this Committee next financial year.

A preference for Option 2 was expressed.

Resolved: That the following proposals be submitted to Cabinet for consideration along with this Committee's views in relation to:

- a) the proposed increases to car park charges for 2014/15, as long as within the 3.5% 10 year budget strategy assumption;
- b) the proposed increases to on-street parking charges for 2014/15, as long as within the 3.5% 10 year budget strategy assumption;
- c) the preferred dates for free Christmas parking to be provided in all car parks and on-street parking areas throughout the district for two Saturdays before Christmas 2013; and that the cost in terms of lost income be funded from Supplementary Estimates;
- d) that there should be no amendment to the car park evening charge in Sevenoaks town centre, but options for next year be investigated;
- e) that no parking charges be introduced into the Council office car park on Saturdays;
- f) that Sunday charges should not be considered;
- g) the on-street tariffs at Knockholt Station be aligned with the tariff structure for Swanley; and
- h) a decision on the standardisation of the on-street tariffs for Westerham town with others in the district be deferred pending consideration of information to be submitted by Westerham Town Partnership.

14. 'Visit Kent'

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Jill Dain, Head of Business Liaison and Ruth Wood Head of Research and Strategy of Visit Kent gave a [presentation](#) to the Committee on the work of Visit Kent and how it marketed the district as a tourist attraction.

In response to a question about the most significant challenges experienced by tourism businesses, it was acknowledged that there was a lack of hotels in the south of the district. Accommodation space was a challenge but there was no need to look for a large chain; budget or niche boutique type hotels were in high demand. Another type of accommodation growing in demand was more informal outdoor accommodation, for example yurts. The Chairman commented that he believed there was a Yurt at Sevenoaks Wildfowl Reserve.

In response to questions concerning how the impact of Visit Kent's marketing was measured and what markets were targeted, the Committee was informed that target markets were 60% domestic and 40% overseas. Looking at what people looked at on the website, this would be followed up with whether people did come and stay what they did, they would also check whether people received the campaign. Trends were good, the domestic market had done well. The best tool for measuring the benefit of journalist's articles was the ABE advertising banding equivalent. This showed that the district received £60,000 worth of Public Relations coverage. The cost to the Council for the Service Level Agreement with Visit Kent for the current year was £9,000.

A Member commented that a lot of pubs were being lost and asked how much work was carried out with breweries and pub managers especially as there was also the possibility of B&B accommodation and how the local economy was promoted. In response it was explained that they worked closely with the Health & Communities Manager, carried out one to one sessions and a series of events with local businesses on how to diversify to increase income.

The Kent Film Office was responsible for film setting but once a site had been used there was lots of potential to advertise the area. The Health & Communities Manager added that she received weekly emails from the film office looking for particular types of location which were filtered out to local attractions.

15. Sevenoaks District Health Inequalities Action Plan

The Health & Communities Manager gave a [presentation](#) introducing the report before the Committee. The Health & Social Care Act 2012 set up a new Public Health Service called Public Health England. At the local level in Kent, responsibility for the public health function had been given to Kent County Council. District Councils in Kent were asked to lead on the production of an action plan which could demonstrate how the County-wide objectives could be delivered locally. The Sevenoaks District Health Inequalities Action Plan set out objectives and actions that would help to reduce health inequalities across the District.

The Chairman of the Health Liaison Board, also a member of the Committee, reported that the Board needed to carry out a lot of work but so much was unknown for the moment. There were a significant number of problems within the District and there was the need to talk about care and security for older people: the lack of suitable buildings

for them to move into; and issues such as only receiving 15 minutes of carer time as in the news recently. Whilst at the same time no funding yet overwhelming demand on voluntary organisations.

The Health & Communities Manager stated that there was a lot of on-going work on integrated commissioning, bringing together social care and health to provide more linked and streamlined services, not fragmented as before. Members briefly touched on issues such as dementia and the work being done on 'dementia friendly communities' and the strong activity from the voluntary sector.

In response to a question as to how the impact of such a strategy benefitted the district, the Health & Communities Manager advised that it identified where and what type of health improvement was most needed in the district. It was also asked what the strategy was to engage with the private sector to facilitate the action plan. In response the Chief Officer, Communities and Business, explained that health services were commissioned through the clinical commissioning groups and the County Council using a standard bidding process open to the public, voluntary or private sector with the best applicant winning the contract to deliver.

Resolved: That it be recommended to Cabinet that the Sevenoaks District Health Inequalities Action Plan be agreed and adopted.

At 8.55 p.m. the Chairman adjourned the Committee for the convenience of Members and Officers. The meeting resumed at 9.02 p.m.

16. To note minutes of the Health Liaison Board

That the minutes of the Health Liaison Board held on 11 September 2013, be noted, subject to the report 'NHS – A call to action' being placed on the work plan.

17. 2014/15 Budget and Review of Service Plans

The Chief Finance Officer advised that the purpose of the report was for the Committee to advise Cabinet on growth and savings ideas for the services within its terms of reference. Appendix C to the report contained a list of growth and savings ideas proposed by the Portfolio Holder and these together with any additional suggestions made by the Committee would be considered by Cabinet on 5 December 2013.

Some Members expressed grave concern over the loss of a Civil Enforcement Officer; it was mooted that the saving could be found within the Rural Broadband budget. It was agreed that the Chief Officer Environmental & Operational Services should be asked to re-examine this proposal and justify the ability to lose an officer without an impact on service. In response to a question concerning the sum to be set aside for the Rural Broadband fund, the Chief Officer, Communities & Business said that this was a 'best guess' of the cost of buying in rural broadband expertise. This was based on an equivalent to the annual salary of a technically qualified person.

Agenda Item 1 Economic and Community Development Advisory Committee - 24 October 2013

Resolved: That the the views on the growth and savings proposals identified by the Portfolio Holder, attached as Appendix C to the report, be agreed, subject to further investigations and justification over losing a Civil Enforcement Officer.

18. Actions from Previous Meeting

The actions from the previous meeting were noted, subject to noting that the Chief Planning Officer would be attending February 2014, not 2013.

19. Update from Portfolio Holder

The Portfolio Holder advised the Committee of a visit from Mark Dance, Portfolio Holder for Economic Development, and Barbara Cooper, Director of Economic Development at Kent County Council (KCC). They had visited Fort Halstead, Lullingstone and Swanley Town Centre and talked through the opportunities at New Ash Green. It was a good opportunity to raise awareness with KCC, so far the developments had fallen below their radar.

20. Referrals from Cabinet or the Audit Committee (if any)

There were none.

21. Unlocking Kent's Potential

The Chief Officer, Communities & Business, presented a report that sought Members' comments on the draft West Kent input to Unlocking Kent's Potential in advance of wider consultation with Members. A final draft would be brought to Cabinet after consultation. Members were asked to forward any comments.

Action 1: The Chief Officer, Communities & Business to check why Westerham had not been identified as a high area of deprivation unlike the data suggested.

Resolved: That the report be noted.

22. Economic Development Strategy - Members' Input

The Chief Officer, Communities & Business presented a report that summarised Members' input to the Economic Development Strategy workshop held for Economic & Community Development Advisory Committee Members on 15 August 2013 where they had considered the economic needs of the District under the five key actions of the Community Plan's Dynamic Economy theme.

Resolved: That it be noted that Members views would be taken into account in the drafting of the Economic Development Strategy.

23. Work Plan

The Committee considered its work plan for the year and agreed that the following be added:

- Rural Broadband – External Witnesses -- BT

Economic and Community Development Advisory Committee - 24 October 2013

- Rural Economy Briefing
- NHS Call to Action

THE MEETING WAS CONCLUDED AT 10.00 PM

CHAIRMAN

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ACTIONS FROM THE MEETING HELD ON 24 OCTOBER 2013

Action	Description	Status and last updated	Contact Officer
ACTION 1	The Chief Officer, Communities & Business to check why Westerham had not been identified as a high area of deprivation unlike the data suggested.	To be updated at the meeting	L Bowles Ext. 7335

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HEALTH LIAISON BOARD

Minutes of the meeting held on 9 January 2014 commencing at 2.00 pm

Present: Cllr. Mrs. Cook (Chairman)

Cllrs. Mrs. Bosley, Brookbank, Mrs. George and Searles

An apology for absence was received from Cllr. Davison

Cllrs. Hogarth and Mrs. Sargeant were also present.

17. Minutes

Resolved: That the meeting of the Health Liaison Board held on 11 September 2013, be approved and signed by the Chairman as a correct record.

18. Declarations of Interest

No declarations of interest were made.

CHANGE OF ORDER OF THE AGENDA

With the Board's agreement the Chairman put back consideration of agenda item 4.

19. Actions from the last meeting of the Board

The actions from the previous meeting were noted.

The Chief Officer Communities and Business advised Members that of the locations which had been identified for closure, two were within the District, one in Dunton Green and the other in Westerham. Other centres would have reduced hours. It was felt by some Members that, in some cases, this was appropriate as the centres were not used to their full capacity.

Action 1: That the update on Children's centres be circulated.

20. Carers First

The Chairman welcomed Mr Turner from Carers First to the meeting. Mr. Turner reported that Carers First worked in West Kent, Medway, Dartford, Gravesham and Swanley. He explained that there were more older people than there used to be and that money from Central Government was being cut. Local Authorities had to transform Adult Social Services for supporting carers. It was estimated that it was saved society £119 billion per year for funding for carers.

In the 2011 census 15,777 people had said that they were a carer. Out of this figure 652 were carers that spent 50 hours or more caring for someone who had a Sevenoaks

post code. There were currently no figures available on a District-wide basis. There were a number of people who were carers but were not seen as carers until relationships broke down or health situations deteriorated and then Adult Social Services and hospitals become involved. The service provided now allowed for carers to contact Carers First and for home visits.

Mr. Turner tabled a diagram of the Carer Support Model which illustrated the different ways support could be given. There had been investments in life coaching which was having a positive affect on carers. The carers assessment worked on a 6 month process where carers were contacted at least 3 times to see how they were, and discussed ways in which they could develop. The telephone services also allowed Carers First to check how the carers were. It was also a time when an assessment can be made regarding the breakdown of relationships particularly with dementia and other mental health problems.

Mr. Turner informed the Board that they were working to raise awareness of dementia and had identified the barriers and changes that organisations needed to make to help become more dementia friendly. Mr. Turner explained that there was a holistic approach with other organisations and services to intervene early before a carers relationship broke down. This was helped by the model that had been implemented as it had brought carers to the system.

In response to questions Mr. Turner explained that North West Kent Carers, at the time that Carers First had been commissioned to provide services in their area, had made 60 referrals for carers who might benefit from help provided by Carers First. The number of carers was increasing from 1,900. In response to questions, he explained that abuse of older people was widespread and that the organisation had safeguarding policies and training in place.

Members expressed an interest in the literature provided, and questioned whether it was used in local communities to help carers hear of Carers First. A Member suggested that a way to get the information in to GP surgeries was through the Patient Participation Group (PPG). Members also suggested ways in which the District Council could be involved. This was through website links, Inshape and literature packs in reception. Members could also have the information packs to provide to residents in their wards.

Action 2: That the Chief Officer for Communities and Business circulate the packs to Members from Mr Turner.

21. Older People's Housing Strategy - Brief Update

The Housing Policy Manager explained that there had been some changes regarding the update on the older people's housing needs study since the briefing note was published. He explained that an Older People's housing needs study was to be undertaken. So far there was funding from Housing Associations and Section 106 money. The first stage of the stock analysis had been completed. The second stage was a wider analysis which would include home improvement agencies work and disabled facility grants.

More older people were wanting to stay in their family homes and not move. There was a need to improve the system to help people to stay independent. A wider housing survey would be completed to update the previous studies. The surveys would be carried out at the same time using the same methodology to reduce the cost; this was why there would

be a delay in the studies being completed. Once the Sevenoaks District Housing Strategy had been completed an action plan would be made. Kent County Council (KCC) had completed an Accommodation Strategy which identified specialist stock at a District level and social gaps.

Action 3: KCC's Accommodation Strategy be circulated to the Board.

Once the Strategy was completed an action plan under the Housing Strategy will be made. Further support for independent living is being looked into through partnership working to allow for trials with residents to take place.

Concerns were raised that older people were worried about moving from their family home and having to downsize. A Member also expressed concern that homes that were originally designated for older people were no longer purely for older people but for anyone to live in. The Housing Policy Manager informed the Board that he was not aware of this and would investigate.

Action 4: To look investigate the cases where homes designated for older people that were being used for all ages.

Members discussed that Older People were classed as those who were over the age of 55. Some Members felt that sheltered accommodation should not be available for those of that age as people were living longer and may lead a different lifestyle to those of an 80 year old. Other Members felt that having a mixed community provided support for those who were older.

The Board discussed the idea of converting larger properties into smaller ones for people to continue to live in an area they are used to, and that other options for providing housing to older people needed to be looked into. It was felt that the classification of Greenbelt and Brownfield sites needed to be looked into with the view to changing some Greenbelt sites to Brownfield. Members were keen that this was something that should be brought to Cabinet's attention.

22. 'Mind the Gap' Action Plan

The Chief Officer Communities and Business reported that the 'Mind the Gap' action plan had been approved and that the first quarterly monitoring report would be available at a future meeting of the Board.

The Chairman proposed that the Board should look at each of the six objectives in turn, and that Cllr. Ms Lowe should be invited to speak regarding the work around maternity care.

23. Update on Dementia Friendly Communities

The Chief Officer Communities and Business informed the Board that Mr Turner from Carers First had touched on the subject and that Sevenoaks District Council were looking into providing training for Staff and Members. Members agreed that this would be a good idea for more awareness to be raised to help front line staff recognise signs of Dementia in customers.

Agenda Item 6

Health Liaison Board - 9 January 2014

24. Annual Report

The Chief Officer Communities and Business explained that the annual report was KCC's annual health report. She also informed Members that the health walks in the District were well attended.

25. Autism and Asperger Syndrome - Members Discussion

Members discussed Autism and Asperger Syndrome and the services that were available. A Member raised concerns with children in Swanley who had Autism and Asperger Syndrome and the help they are being provided with and the problem for the time it took for them to be assessed. Members also questioned their housing needs and what support was available to them.

Action 5: The Housing Policy Manager to look into the needs of those with Autism and Asperger Syndrome.

The Chief Officer Communities and Business informed the Board that someone from KCC could be invited to speak about what is being done for those with Autism and Asperger Syndrome.

Action 6: For KCC to be invited to speak about Autism and Asperger Syndrome.

26. 111 - Health Telephone Service - Members Discussion

The Chief Officer Communities and Business informed the Board there had been an update at Kent County Council's Health Overview and Scrutiny Committee (HOSC) the report and minutes of the meeting were available. Members agreed that it was an item that should be deferred until the next meeting of the Board.

Action 7: 111 Health Telephone Service report and minutes from the HOSC be circulated.

27. Mapping the Future

The Chief Officer Communities and Business informed Members that there was no further update to the Mapping the Future documents. Members agreed that they were happy with the information provided.

28. Updates from Members

Councillor Searles updated Members with the progress of the Dartford, Gravesham and Swanley Clinical Commissioning Group. They had identified Dementia, falls, Accident and Emergency and preventative measures as priorities.

Councillor Searles informed Members that there was an event for putting patients first. PPGs were invited to attend in Swanley. Training was being provided for other voluntary organisations to raise awareness of Dementia and strategies for dealing with people who suffer from Dementia.

29. Workplan

Health Liaison Board - 9 January 2014

It was agreed that the following items be added to the meeting of the Board on 2 April 2014:

- Children's Best Start
- Review of Children's Centres
- Feedback from Sevenoaks District Children's partnership
- Troubled families progress report
- Autism and Asperger Syndrome
- Maternity Care

THE MEETING WAS CONCLUDED AT 3.57 PM

CHAIRMAN

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PROPOSED JOINT WORKING PROJECT BETWEEN SEVENOAKS DISTRICT COUNCIL AND TONBRIDGE AND MALLING BOROUGH COUNCIL ON BUILDING CONTROL SERVICES

Economic and Community Development Advisory Committee – 26 February 2014

Report of Chief Officer, Environmental and Operational Services

Status: For recommendation to Cabinet

Also considered by: Finance and Resources Advisory Committee – 21 January 2014*
Cabinet – 6 March 2014

Key Decision: Yes

Executive Summary: This report proposes an operating model for joint working with Tonbridge and Malling Borough Council (T&MBC) for Building Control Services and recommends that a joint working arrangement be entered into.

This report supports the Key Aim of a dynamic and sustainable economy and effective management of Council resources.

Portfolio Holder Cllr. Roderick Hogarth

Contact Officer(s) Kevin Tomsett – Head of Parking and Surveying Services Ext: 7368

Recommendation to Environment & Economic Advisory Committee that the recommendations below to Cabinet, be endorsed.

Recommendation to Cabinet: It be resolved that it be recommended to Cabinet that:

- a) the Council enter into an agreement with T&MBC for a joint working project for Building Control Services;
- b) the Portfolio Holder for Economic and Community Development be delegated the Authority to agree the Heads of Terms for a joint working Agreement;
- c) a provision of £10,000 investment costs be recommended to support the implementation of the project as a supplementary budget request (this figure represents a 50% share of implementation costs); and
- d) the Portfolio Holder for Economic and Community Development be delegated the authority to approve any consequential actions required in order to implement the project.

Reason for recommendation: To build on the shared Management arrangements with T&MBC on Building Control to achieve efficiency savings for both Authorities and significantly increase the resilience for the Building Control Service by amalgamating two existing small teams into one larger team covering both Authorities.

Introduction and Background

- 1 From September 2011, the Council entered into an agreement with T&MBC to have a shared Building Control Manager for both Authorities. This Councils Building Control Manager fulfilled this role until his promotion to Head of Parking and Surveying Services in September 2013.

T&MBC have explored various options for the arrangement of their Building Control Service and have concluded that a full joint working arrangement with SDC would deliver the desired outcomes of:-

- (a) Increased capacity and resilience for both Authorities
- (b) Ability to fulfil statutory obligations
- (c) Ability to meet agreed service standards
- (d) Ability for customers to access services to be the same, or better, than current arrangements
- (e) Efficiency savings delivered for both Authorities
- (f) A single professional Building Control Manager reporting to Director/Head of Service for each Authority.
- (g) Ability to expand Consultancy Services across both Authorities
- (h) Ability to strengthen market position against competitors
- (i) Ability to attract appropriate professionally qualified staff
- (j) New structure will provide career opportunities and succession planning

Proposed Organisational Structure (Subject to staff consultation)

- 2 The current SDC structure and current T&MBC structure are detailed in Appendix 'A'. A proposed shared working structure is also provided.

The current combined staffing resources across both Authorities is:-

Building Control Manager	1.5
Principal BC Surveyor	1.0
Senior BC Surveyor	1.0
BC Surveyors	8.0
Technical Admin Support	4.0
	15.5 FTE

The proposed structure allows for:

Building Control Manager	1.0
BC Team Leaders	2.0
BC Surveyors	6.0

Agenda Item 8

- 7 Consultancy Services
 - Code for Sustainable Homes
 - Domestic Energy Assessments
 - Fire Risk Assessments
- 8 It is proposed that the 'host' Authority will be SDC with the main office base being at the Sevenoaks office, however, with 'hot desk' functionality being available at both the main T&MBC office and at the office in Tonbridge Castle.

Finances

- 9 It is proposed that a BC 'hub' account will be provided with all expenditure being charged to the 'hub'. The contribution of each authority to the 'hub' will be based on activity (site and plan inspection volumes), based on the previous financial year. This contribution will be adjusted, as necessary, each year, based on the previous financial years activity.
- 10 Income generated will be retained by the individual Authority.

Staffing

- 2 A full consultation on the proposal has commenced with the staff involved for both Authorities and will continue. Results of staff consultation responses can be reported to your meeting.
- 3 It is proposed that staff will remain being employed by their respective employers and if vacancies occur they will be filled by the employer where the vacancy arises.
- 4 Where appropriate, staff will be 'assimilated' into the new structure, but for some posts, for example the team leader posts, a selection process may be appropriate.

Technology Infrastructure and ICT

- 5 The integration of both Authorities ICT systems will be necessary to ensure access to each other's databases, however, it should be noted for both Authorities, the current IT system is 'Uniform' (supplied by the IDOX Group) so whilst there are recognised operational differences, there is already a common base of systems, knowledge, process and practice.

Customers

- 6 Both Councils have corporate performance standards and local arrangements will be maintained. Customer and performance standards will be set within the broad aim of maintaining current levels of Service. Regardless of location base all customers will be able to contact their own Local Authority as current.

Governance

- 7 It is anticipated that the joint working arrangement will have a Partnership agreement that clearly sets out the joint working arrangements to ensure the parties adhere to the values, responsibility and performance of the project. This will cover:-

- Functions and responsibilities
- Delegations
- Financial reporting and budgetary arrangements
- Exit strategy
- Performance measurement
- How risks and benefit will be shared
- Staffing issues

8 SDC and T&MBC will remain as two separate Councils, keeping their own political governance arrangements, accounts and their own identities. An Officer Partnership Board will be created representing both Councils, who will be responsible for managing the project.

Key Implications

Financial

The proposed joint working model will deliver estimated annual savings in the region of £100,000 (£50,000 for each Authority). (Subject to job evaluation).

The proposal is based on savings and implementation costs being shared by both Authorities.

Implementation costs, estimated at £20,000, providing a ‘pay-back’ period of 2.4 Months.

Legal Implications and Risk Assessment Statement.

There will be a legal agreement for the proposed joint working arrangement. This agreement, along with governance arrangements will need to be finalised and therefore it is recommended that the approval be delegated to the relevant Portfolio Holder.

Decisions regarding legal action will initially be retained by each Council.

Equality Impacts

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	
b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?	No	

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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?		

Conclusions

There is no significant operational risk identified with the proposed arrangement. It will be enshrined within a legal agreement with termination clauses as appropriate.

The proposal maintains current levels of service delivery, increases capacity and resilience for both Authorities and provides significant annual efficiency savings.

Individual Authority governance arrangements are protected.

Appendices

Appendix A – Current SDC and T&MBC Building Control Structures and proposed joint working Building Control structure.

Background Papers:

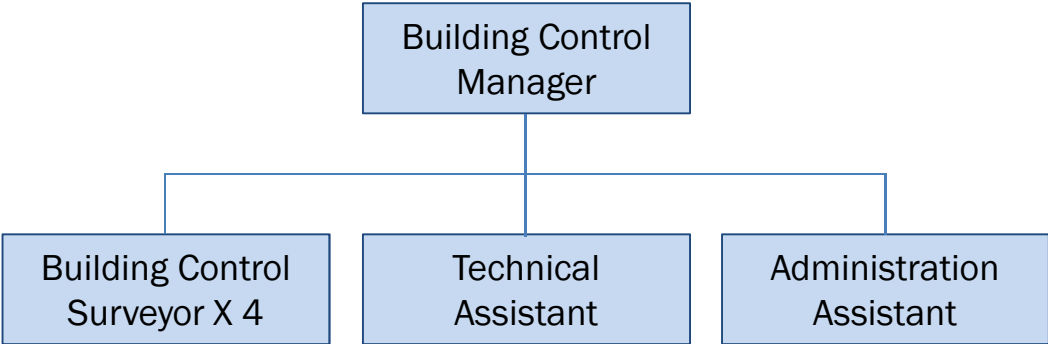
[Finance & Resources Advisory Committee Agenda – 21 January 2014](#)

Richard Wilson
Chief Officer Environmental and Operational Services

* This report differs slightly from the report considered by the Finance & Resources Advisory Committee on 21 January 2014

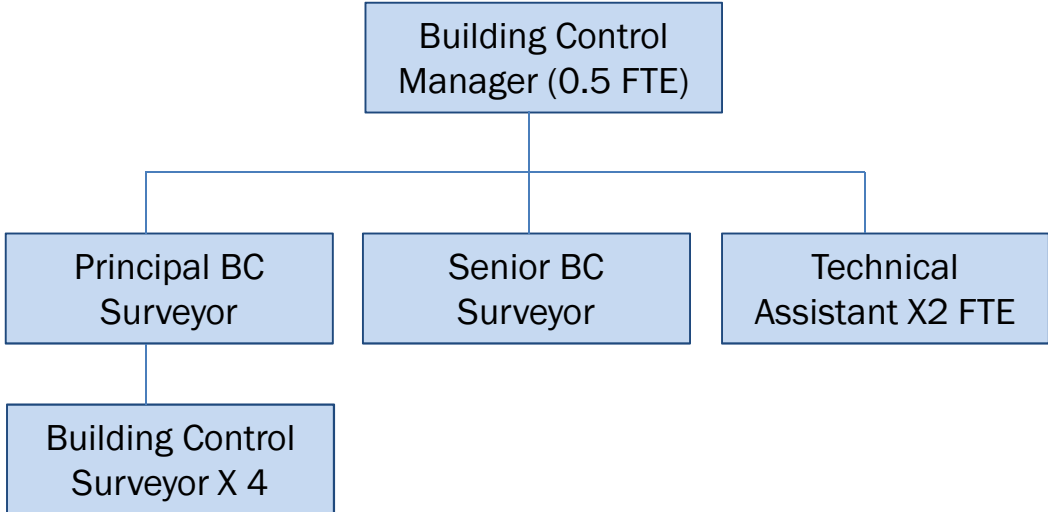
Appendix 'A'

Current Building Control Structure SDC



7. FT.E

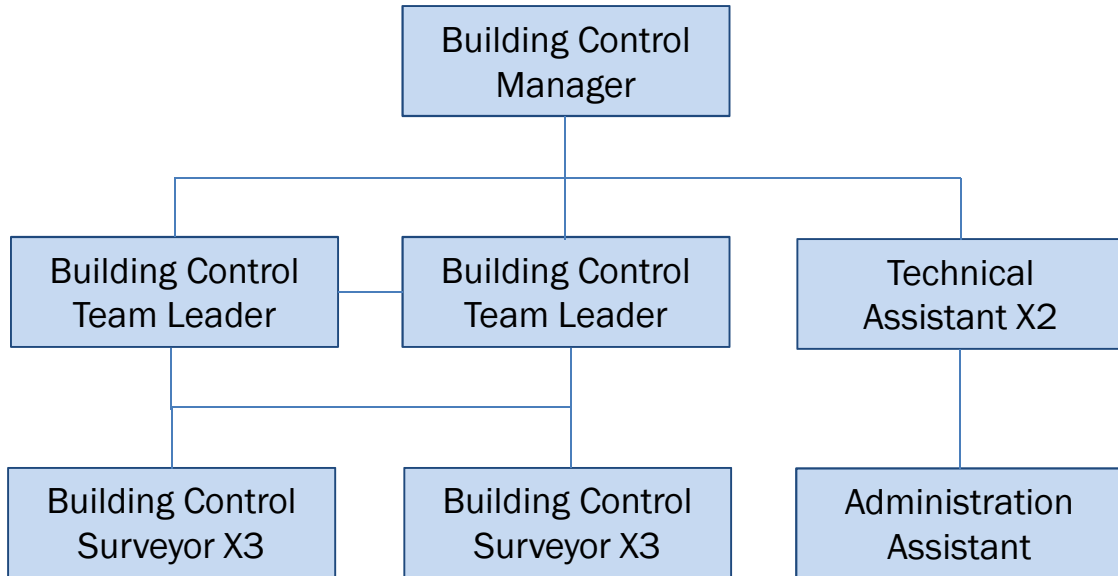
Current Building Control Structure T&MBC



8.5 FT.E

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Proposed Shared Working Building Control Structure



12. F.T.E

SEVENOAKS TOWN CENTRE PARKING REVIEW

Economic and Community Development Advisory Committee – 26 February 2014

Report of Chief Officer Environmental and Operational Services

Status: For Decision

Also to be considered by: Cabinet 6 March 2014
Council 1 April 2014

Key Decision: Yes

Executive Summary: In Autumn 2013 Members requested Officers to give consideration to providing additional parking provision in Sevenoaks Town Centre. This report details a proposal to provide additional parking capacity in Sevenoaks Town by ‘decking’ the existing Council owned Buckhurst 2 and/or the Suffolk Way car parks.

It details a review of current parking provision and the results and conclusions from a parking survey undertaken by an independent company in November 2013.

It provides details of estimated construction costs for various options for these two car parks and the existing planning policies and scope for both sites.

The report provides a breakdown of estimated costs per option and the likely estimate of additional income generated. It also provides options for funding the project.

The report also identifies opportunities for increasing parking in the areas near the railway station by ‘decking’ the existing Council owned Bradbourne car park.

This report supports the Key Aims of a dynamic and sustainable economy; effective management of Council resources and assisting with the aim of greater financial self sufficiency.

Portfolio Holder Cllr. Roderick Hogarth

Contact Officer(s) Gary Connor – Parking Services Manager – Ext: 7310
Andrew Robson – Property and FM Manager – Ext: 7209
Aaron Hill – Development Control Team Leader – Ext: 7399
Roy Parsons – Principal Accountant – Ext: 7204

Recommendation to Economic & Community Development Advisory Committee that the recommendations to Cabinet be endorsed.

Recommendation to Cabinet: That

- (1) a planning application be submitted to provide an additional 300 car park spaces on the existing Buckhurst 2 car park by providing a two storey elevated car deck.
- (2) it be recommended to full Council that:-
 - (a) subject to planning consent, to undertake a Procurement exercise for the project and subject to the successful tender being within the estimated costs as outlined in this report, to award a contract to design and build the elevated car park decks on the existing Buckhurst 2 car park.
 - (b) a budget of £3.5-£4.0 million be approved to be financed by borrowing from the Public Works Loan Board.
 - (c) that delegated authority be granted to the Portfolio Holders for Finance and Resources and Economic and Community Development to, after consideration of the tender evaluation, accept the most economically advantageous tender, to award the contract and authorise expenditure and approvals within the estimated costs outlined in this report and the borrowing approval.
 - (d) that a planning application be submitted for the decking of the existing Bradbourne car park to increase parking capacity in the area adjacent to the railway station.
 - (e) a planning application be submitted to provide additional parking spaces in the existing Suffolk Way car park by providing either a one or two storey elevated car deck, to allow for longer term provision of additional short stay parking capacity.

Reason for recommendation: To provide essential additional car park capacity in Sevenoaks as evidenced by the parking survey report and demonstrated by current demands on existing parking provision.

Introduction and Background

1. In Autumn 2013 Members requested Officers to investigate the provision of additional parking capacity in the Sevenoaks Town Centre and adjacent to the railway station.
2. It was evident from demonstrated demand levels and from existing in-house usage surveys that capacity, particularly for long stay parking, was at a critical usage level in Sevenoaks Town Centre.
3. Accordingly, an independent survey was commissioned in November 2013 that has provided an evidence based report on the current usage levels and the need for providing additional capacity.
4. Leading on from this report a technical feasibility study was commissioned to determine how and where this identified additional capacity, could be best provided within the constraints of existing town parking demands.

5. The estimated costs of providing this additional capacity, on two Council owned sites, Buckhurst 2 and Suffolk Way have been identified.
6. The existing planning policies relating to these sites has been considered.
7. Finally, the financial implications have been considered regarding the potential cost of a scheme; the likely additional annual income this could generate and the options for funding.
8. Consideration has also been given to increasing parking capacity on the existing Council owned car parks adjacent to the railway station.

Review of Current Parking Provision – Sevenoaks Town Centre

9. The following relates to the parking stock in the town centre and to the assessment of parking demand, and comprises the following sections:

Current Parking Stock

The Blighs Development

Current Parking Situation

Parking Survey

Parking Survey Results and conclusions

Current Parking Stock – Car Parks

10. The parking stock in the town centre reduced slightly with the commencement of the Marks and Spencer development in London Road. The “old” section of the Blighs car park comprising 49 public short stay spaces and 17 private spaces was lost to the development, along with 5 spaces forming part of the main Blighs car park. Hence, in total 54 public pay and display (p&d) spaces were lost.
11. The residential part of the development will also lead to the loss of the Pembroke Road car park. To date, as at the end of January 2014, 23 spaces have so far been taken by the development. It is expected that the remaining 31 spaces will be lost in the next couple of months.
12. Certain car parks in the town centre are only available on certain days. This means that the total number of spaces available fluctuates depending upon the day of the week. It is important that this is taken into account in reviewing the ability of the parking stock to meet parking demands. The split between long stay and short stay provision also needs to be reflected in how well the parking stock can meet different parking needs.
13. In assessing the availability of parking in the town centre, certain assumptions need to be made and relevant factors concerning parking use need to be taken into account. The following car park summary information should be noted:
 - The Blighs car park (168 p&d spaces; 7 disabled spaces; short stay parking up to 3 hours) is the most centrally located car park in the town centre and proves to be very popular. As a result of this, and to help manage parking provision and the turnover of spaces, the tariff structure is higher here than in the other town centre car parks.

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- The Buckhurst 1 car park (37 p&d spaces; 3 disabled spaces; short stay parking up to 4 hours) is not available on Wednesdays when the market is held.
- The Buckhurst 2 car park (291 p&d spaces; no disabled spaces; long and short stay parking) has been joint long stay and short stay use Monday to Saturday. However, at the time of preparing this report, a proposal to ease the long stay parking situation by removing short stay use from the Buckhurst 2 car park during the working week, has been approved by the Council's Portfolio Holder. The change is due to be implemented in the next few weeks. However, in practice the car park has been predominantly used as long stay during the working week and, hence, it has been specified as such for the purposes of this assessment. In respect to Saturdays, although it is available for short stay use, its location away from the town centre tends to render it less well used in preference of the other town centre car parks apart, perhaps, from use by visitors to the leisure centre and, therefore, for the purposes of this assessment it is considered as also being long stay on Saturdays.
- The South Park car park (138 p&d spaces; 7 disabled spaces; short stay parking up to 4 hours) is available as short stay but it also contains a number of business season tickets (32 number) and resident permit holders (7 number). The arrangement is historic and has continued for many years, but more recently as a temporary measure to help ease pressures on long stay parking, a small number of season ticket holders were transferred from the Buckhurst 2 car park. This long stay element in the south Park car park therefore needs to be included in the assessment of long stay parking in the town centre.
- The Suffolk Way car park (212 p&d spaces; 9 disabled spaces; short stay parking up to 4 hours) includes the parking spaces at the Sevenoaks leisure centre as these are publicly available (the higher and lower level areas immediately adjacent the leisure centre – 43 p&d spaces; 4 disabled) which are managed by Sencio Community Leisure.
- The Pembroke Road car park (currently reduced to 33 p&d spaces; no disabled spaces) operates as long stay only Monday to Friday and on Saturdays changes to short stay only.
- The Council office car park (140 spaces – excluding the front visitor car park) is available for public use, free-of-charge, on Saturdays only. It can be used for either short stay or long stay parking. However, the car park has been considered to be short stay for the purposes of this assessment.
- Marks and Spencer: the car park (79 p&d spaces; 2 disabled spaces) being provided as part of the Marks and Spencer development are excluded from this assessment on the basis that they provide parking facilities to meet the 40% new trips likely to be generated by the store as stated in the Planning Application assessment.
- Waitrose: whilst it is acknowledged that the parking facilities (152 p&d spaces; 10 disabled spaces) provided by Waitrose are publicly available for pay and display parking, because of the need to buy goods at the store in order to obtain a refund of the parking fee, and taking into account that the car park is located behind the store and away from the immediate town centre, it is not considered to operate as a public short stay car park in the same way that others do in the town. Therefore, it has been excluded from this assessment.

The total number of car parking spaces available for short stay and long stay use (including disabled parking spaces) for the different days of the week are as follows:

Short Stay

- Mondays, Tuesdays, Thursdays and Fridays – 581 spaces
- Wednesdays – 541 spaces
- Saturdays – 760 spaces (but will reduce to 727 when the Pembroke Road car park is removed)

Long Stay

- Mondays to Fridays – 324 spaces (but will reduce to 291 when the Pembroke Road car park is removed)
- Saturdays – 291 spaces

Current Parking Stock – On-Street Parking

14. In addition to off-street parking, on-street parking facilities including pay and display are provided in and around the town centre. The following should be noted:
- In the immediate town centre, short stay pay and display parking with a maximum stay of 2 hours is provided in the High Street (20 spaces), London Road (17 spaces) and South Park (22 spaces).
 - A little further out of the town centre, in the area of The Vine, long stay pay and display parking is provided in Holy Bush Lane (26 spaces) and Plymouth Drive (27 spaces). This provides long stay parking for all day and short stay parking for up to 2 hours.
 - 2 hours free parking is provided in many of the roads on the periphery of the town. As part of the Council's permit scheme, non-residential permits are offered to accommodate people who seek long stay parking facilities a short walk from the town centre, and offer a cheaper option to parking in the town centre.
 - Some of the residential roads immediately adjacent the town centre are provided with residents' only parking to give preference to residents where parking facilities are limited.

The Blighs Development

15. The planning application for the development comprising a new Marks and Spencer store and residential units was considered and approved at the Development Control Committee meeting on 29 November 2012. The sufficiency of the parking proposals and the effect upon the public car parks in the town centre was assessed on the basis that the development would generate a maximum of 40% new trips, which would be the point at which the car parks included in the development would reach capacity.
16. By averaging the minimum and maximum rates of utilisation obtained from in-house parking surveys, and having made an adjustment to account for the effects of the development, the following indications were made for the parking assessment in respect to the planning application:

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Short Stay

- For Mondays, Tuesdays, Thursdays and Fridays, occupancy of the town centre car parks as a whole would range from 88.4% in the morning to 77.1% in the afternoon.
- For Wednesdays, occupancy would range from 94.7% in the morning to 86.3% in the afternoon.

Long Stay (Buckhurst 2 Car Park)

- For Mondays, Tuesdays, Thursdays and Fridays, occupancy of the Buckhurst 2 car parks would range from 109.6% in the morning to 106.9% in the afternoon.
- For Wednesdays, occupancy would range from 109.6% in the morning to 104.4% in the afternoon.

17. Short stay provision was not considered to be a problem. The assessment had been based on 40% new trips being generated which was considered to a worse case scenario. The provision of variable message signing will also assist in directing people to available spaces. However, with the loss of the Pembroke Road car park to the development, it is evident that there will be insufficient spaces in the town to meet future demand for long stay parking.

Current Parking Situation – Long Stay Parking Provision

Buckhurst 2 Car Park

18. Long stay parking is provided in the Buckhurst 2 and Pembroke Road car parks, although it is expected that the Pembroke Road car park will be lost to the development over the next few months.
19. Parking in Buckhurst 2 can be by paying daily (pay and display or pay by phone) or by provision of a season ticket. A season ticket does not guarantee that a space will be available. However, a concession is offered on the cost which, based on a 5 day week 45 week year, works out at 87% of the equivalent cost of buying a day ticket.
20. In order to try and ensure that the car park is not over-subscribed the number of business season tickets issued for Buckhurst 2 car park is limited to 150. However, as the car park is open to day ticket purchasers, it's a case of 'first-come first-served' in respect to finding a space irrespective of whether someone might have a season ticket.
21. In addition to business season tickets, the Council also issues resident season tickets for the car park. These are for residents who live in properties in the immediate town centre which do not have any parking facilities. Due to pressures upon the car park, these are now limited to one per property for new applications.

South Park Car Park

22. Historically, a small number of business season tickets and residential season tickets have been issued for the car park. Due to the recent pressures upon parking in the Buckhurst 2 car park, 10 season tickets holders were transferred to the South Park car

park to help ease congestion in Buckhurst 2. Additional pressures upon the Council to assist with parking facilities for the doctors of the Town Medical Practice who lost their own parking facilities to development, also served to increase the numbers using the car park. More recently, we have assisted the South Park Medical Practice with staff parking facilities following the temporary loss of parking at the practice due to development. This additional long stay use has served to increase pressures upon short stay provision in the car park. New residential season tickets are not being issued and the number in the car park is gradually reducing as they are naturally given up. There are currently 39 business and 7 residential season tickets for the car park.

On-Street Parking

23. In addition to the on-street pay and display long stay parking in the area of The Vine, the Council provides non-residential (i.e. business) permits in many of the roads within walking distance of the town centre. These are provided where there is sufficient road space once the allocation of residents' permits has been taken into account, and leaving a certain proportion of spaces for visitors.
24. A total of 250 permits have been issued for 6 different parking zone areas on the periphery of the town. The allocation for non-residential permits is now more or less fully taken up, with only more recently additional spaces provided in areas furthest from the town (in Hitchen Hatch Lane and Woodside Road) remaining available. These are less likely to be taken up due to their location and the walking distance in to the town. There is currently a waiting list for permits in roads nearer the town centre.
25. The non-residential permits cost £270 per year. This is equivalent to 50% of the cost of buying a day ticket on-street (£2.40 a day) and is 33% of the cost of a season ticket for the Buckhurst 2 car park (£819).

Long Stay Parking Problems

26. In 2009, at the time the on-street permit scheme was introduced, there was some transfer of season ticket holders from the Buckhurst 2 car park in to the new on-street parking areas due, it is thought, to the cost differential. Over recent years, there has been a gradual build-up in the numbers of people seeking long stay parking in the town and increases have been seen in the take up of both the on-street permits and car park season tickets. The loss of private business parking spaces in the town to development had contributed to the increased demand.
27. In the months leading up to the start of the Marks and Spencer development, the Council was receiving reports from season ticket holders for Buckhurst 2 that spaces were becoming difficult to find. These were users who were tending to come and go on business visits during the day i.e. surveyors and architects, rather than staying parked for the whole day. There currently appears to be many such users in the car park. Historically, the car park was used for traditional long stay, where people would turn up, park, and remain parked for the whole day. However, in more recent years there has been a noticeable change of use and an increase in the type of business use where users need to go out on visits, possibly coming and going a number of times during the

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day. Although this type of use could be considered to be more short stay rather than long stay, it is acknowledged that season tickets and, indeed, pay and display day tickets, offer this type of user greater convenience and at a lower cost when compared to using the short stay car parks. The downside is, of course, that there is no guarantee that spaces will be available at any time during the day and increased pressures and demands for long stay parking are leading to more and more people not being able to find a space if they leave and later return to the car park.

28. At the time of preparing this report, a proposal to ease the long stay parking situation by removing short stay use from the Buckhurst 2 car park during the working week, has just been approved by the Council's Portfolio Holder. The change is due to be implemented in the next few weeks.

Parking Survey

29. The Council engaged an external survey company to record parking use in the town centre car parks and in the surrounding roads on a Wednesday, Friday and Saturday for two consecutive weeks starting the 06 November 2013.
30. The purpose of the survey was to determine the degree to which parking provision is meeting parking needs. It would also provide valuable information regarding parking use on Saturdays. A morning count was undertaken between 11.00am and 12.00 noon and an afternoon count between 2.00pm and 3.00pm, these being the general peak times for parking use. In addition, an early count at 9.00am was carried out in the Buckhurst 2 and Pembroke Road car parks on weekdays of the survey.
31. The survey results have been assessed in respect to long stay and short stay parking.
32. The survey results in terms of spaces available have been adjusted to specifically exclude disabled parking spaces in order to produce a more realistic set of results. While Disabled Blue Badge Holders may use any space in the car parks should none of the designated disabled spaces be available, all other users are restricted to using standard parking bays.
33. The results have been averaged for the different days of the week surveyed. In accordance with good practice, and to ensure the availability of adequate spaces, utilisation levels should generally be no higher than 85%. A traffic light system has been used in the results tables below to grade the utilisation levels and, hence, indicate any critical areas:
- green indicates utilisation levels of less than 80% (acceptable)
yellow indicates levels of between 80% and 89% (possible concern)
red indicates levels of 90% and over (critical).
34. The provision of variable message signing being provided in connection with the Marks and Spencer development will help inform motorists where spaces can be found. Although it could be argued that higher levels of utilisation could, therefore, be tolerated, there still needs to be an adequate provision of parking facilities to ensure

that people are not deterred from coming into the town and to help secure the viability of the town centre as a whole.

Parking Survey Results and Conclusions – Long Stay Car Parks

35. The following results were obtained in respect to the Buckhurst 2 and Pembroke Road car parks.

Table 1: Survey Results – Buckhurst 2 and Pembroke Road Car Parks:

		Wednesday			Friday			Saturday	
		9am	11am	2pm	9am	11am	2pm	11am	2pm
Average Values	Spaces available	83	8	14	82	6	25	151	167
	Utilisation	74.4%	97.7%	95.7%	74.8%	98.1%	92.3%	48.1%	42.6%
Peak Values	Spaces available	78	4	12	78	1	25	149	140
	Utilisation	75.9%	98.8%	96.3%	75.9%	99.7%	92.3%	48.8%	51.9%

36. The reasons for the low numbers parked at 9am is not clear, as the car parks should be at their busiest at this time of day. It is assumed that some business people will have parked and then gone out on their business by that time, and would probably be replaced, to some extent, by others arriving later.
37. There are very few spaces available at 11am and 2pm on the weekdays, and accordingly the utilisation levels are very high. The spaces that are available are probably a result of business people having left the car park, leaving spaces that hadn't yet filled.
38. The results for Saturday show that long stay parking is not an issue on this day of the week.
39. The Council carries out an informal monthly survey of car parks in the town centre to provide usage records on a sample basis. The checks are undertaken twice a day during one week of the month to record the number of spaces available at morning and afternoon peak times. It is not always possible to carry out the survey on each day of the week, but Wednesdays are usually recorded. Average figures are produced for the other days of the week. Data from the Council's in-house survey from April to October 2013 is attached as Appendix 'A'. As can be seen, there is good correlation between the full parking survey undertaken and the Council's own informal survey data.
40. However, as the Pembroke Road car park will soon be lost, the results shown in Table 1 should be adjusted to show the effect if long stay parking was only available in the Buckhurst 2 car park.

Table 2: Adjusted Survey Results – if Pembroke Road long stay parking is transferred to the Buckhurst 2 car park:

		Wednesday			Friday			Saturday	
		9am	11am	2pm	9am	11am	2pm	11am	2pm
Average Values	Spaces available	50	-26	-19	49	-27	-8	151	167
	Utilisation	82.8%	108.8%	106.5%	83.3%	109.3%	102.7%	48.1%	42.6%
Peak Values	Spaces available	45	-29	-21	45	-32	-8	149	140
	Utilisation	84.5%	110.0%	107.2%	84.5%	111.0%	102.7%	48.8%	51.9%

41. For comparison purposes, it is noted that the utilisation rates from the parking survey correspond well to those produced as part of the assessment for the Planning Application for the Blighs development.
42. The table shows the effect of the loss of the Pembroke Road car park upon long stay parking provision. However, this is not, perhaps, the true position in respect to total long stay parking needs in the town. A further calculation should be done to take account of the following factors:
 - at the time of the survey, separate counts of the number of Buckhurst 2 business season tickets holders who were actually parked at the time of the survey indicate that, on average, 90 season ticket holders were not present in the car park when the survey was undertaken;
 - the figures for Buckhurst 2 ought to be adjusted to include long stay use (i.e. season ticket holders) currently allocated in the South Park car park (39 number in total).
43. Transferring all long stay parking to the Buckhurst 2 car park would effectively increase the availability of short stay in the in South Park car park.

Table 3: Adjusted Survey Results - if all long stay parking is transferred to the Buckhurst 2 car park:

		Wednesday			Friday			Saturday	
		9am	11am	2pm	9am	11am	2pm	11am	2pm
Average Values	Spaces available	-85	-161	-154	-87	-162	-143	151	167
	Utilisation	129.2%	155.2%	152.9%	129.7%	155.7%	149.1%	48.1%	42.6%
Peak Values	Spaces available	-90	-164	-157	-90	-167	-143	149	140
	Utilisation	130.9%	156.4%	154.0%	130.9%	157.4%	149.1%	48.8%	51.9%

44. The figures would suggest a shortfall approaching 170 parking spaces if all long stay parking is to be accommodated in the Buckhurst 2 car park. Working to a utilisation rate of, say, 90% to provide some spare capacity would mean that a total of 221 spaces would be required.

45. As mentioned earlier, residents’ permits are issued for the Buckhurst 2 and South Park car parks. While it could be expected that many residents take their car to work during the week, previous surveys last Summer showed that there were on average 20 residents were parked in Buckhurst 2 and South Park car parks during the working day. The provision of residents’ permits therefore further reduces the availability of spaces and this should also be taken into account in any calculation for future parking needs thus increasing the number of spaces required to 241.

Parking Survey Results and Conclusions – Short Stay Car Parks

46. For the reasons given earlier, the survey results for short stay car parks have been assessed on the basis of availability of pay and display parking spaces only, i.e. disabled parking spaces have been excluded. This reduces the number of spaces available in the town centre to the following:

- Mondays, Tuesdays, Thursdays and Fridays – 555 spaces
- Wednesdays – 518 spaces
- Saturdays – 734 spaces (but will reduce to 701 when the Pembroke Road car park is removed)

Table 4: Survey Results Car Parks – Short stay parking (excluding disabled parking spaces):

		Wednesday		Friday		Saturday	
		11am	2pm	11am	2pm	11am	2pm
Average Values	Spaces available	41	66	30	60	58	81
	Utilisation	92.2%	87.4%	94.7%	89.2%	92.2%	89.0%
Peak Values	Spaces available	40	64	23	52	36	53
	Utilisation	92.3%	87.6%	95.9%	90.6%	95.1%	92.8%

The results show that utilisation of short stay spaces in the town centre is generally high.

47. However, should the long stay / season ticket element currently using the South Park car park be relocated to the Buckhurst 2 car park, this would then free-up short stay spaces and effectively reduce utilisation rates for the town centre. Therefore, the survey results are adjusted accordingly in the following table to take account of the numbers recorded during the survey (the figures having been averaged).

Table 5: Adjusted Survey Results Car Parks – Short stay parking (excluding disabled parking spaces) with long stay element removed from South Park car park:

		Wednesday		Friday		Saturday	
		11am	2pm	11am	2pm	11am	2pm
Average Values	Spaces available	69	94	58	88	58	81
	Utilisation	86.8%	81.9%	89.6%	84.1%	92.2%	89.0%
Peak Values	Spaces available	68	92	51	80	36	53
	Utilisation	86.9%	82.8%	90.8%	85.6%	95.1%	92.8%

48. As can be seen, by moving long stay parking out of the short stay car parks utilisation rates would reduce but would still be at fairly high levels, particularly on Fridays and Saturdays. This is despite the Council office car park becoming available on Saturdays.
49. The survey results compare reasonably well with data from the Council’s in-house survey, as shown in Appendix ‘A’. There are, however, slight differences in the way information is recorded for the Council’s surveys. The in-house survey does not differentiate between pay and display spaces and disabled Blue Badge spaces, it is merely a count of all spaces available. For this reason, the utilisation rates for the in-house survey are likely to be lower than those for recent full parking survey. This, and the fact that data is not available for exactly the same period, would inevitably lead to some variance between the two sets of data.
50. The provision of a variable message signing system will help in directing people to where parking spaces are available and would allow the car parks to better operate with fewer spaces available. However, if utilisation rates remain high, meaning that people need to hunt for spaces when they enter their chosen car park rather than finding them relatively easily, the net effect may be that people are put off using the car parks and may use them less frequently. This could, of course, ultimately have an impact upon the viability of the town centre.
51. As can be seen from the adjusted survey results in Table 5, the highest utilisation rates occur on Fridays and Saturdays with a peak value of 95.1% being achieved. These levels of utilisation do not leave much room for increased use of the car parks as people may be deterred from using them well before the saturation point is reached. The provision of additional short stay spaces would offer room for expansion in terms of car park use which, in turn, would encourage use of the town centre shopping facilities.
52. To reduce peak levels of utilisation to a generally acceptable level of operation, additional spaces would need to be provided. It is estimated that to achieve utilisation of 90% would require an additional 40 spaces; to achieve nearer 85% would require 85 additional short stay parking spaces.

Parking Survey Results - On-Street Parking

Short Stay Pay and Display Parking in the Town Centre

53. The following results were obtained for the 54 parking spaces provided in the High Street, London Road and South Park in the town centre.

Table 6: Survey Results On-Street – Short Stay P&D Parking in the Town Centre

		Wednesday		Friday		Saturday	
		11am	2pm	11am	2pm	11am	2pm
Average Values	Spaces available	9	9	7	7	5	5
	Utilisation	84.3%	83.3%	88.0%	87.0%	91.7%	90.7%

54. The on-street spaces in the town centre provide a cheaper option to parking in the car parks and tend to be very well used. The survey results are probably as expected with greatest utilisation on Saturdays, closely followed by Fridays.

55. It is not considered that the use of on-street parking in the town has a direct effect upon usage of the car parks. There is no potential to introduce further on-street parking in the town.

Long Stay Pay and Display Parking on the outskirts of the Town

56. The following results were obtained for the 65 parking spaces provided in Plymouth Drive and at The Vine in Holly Bush Lane. Although these areas also provide for short stay parking for up to 2 hours, use during the working week is predominantly long stay.

Table 7: Survey Results On-Street – Long Stay P&D Parking near the Town Centre

		Wednesday		Friday		Saturday	
		11am	2pm	11am	2pm	11am	2pm
Average Values	Spaces available	13	13	8	7	49	34
	Utilisation	80.8%	80.0%	88.5%	89.2%	25.4%	48.5%

57. The survey shows that spaces are available during both mornings and afternoons. However, it is considered that as a norm, fewer, if any, spaces are usually available on weekdays.

Short Stay Free Parking near the Town Centre

58. Roads providing free 2 hours parking were included in the survey. The following roads within an approximate 10 minutes walking distance of the town centre provide a total of 460 on-street parking spaces: Argyle Road, Crownfields, Eardley Road, Gordon Road, Granville Road (down as far as junction with Eardley Road), London Road, Park Lane, Pound Lane, St, Botolph’s Road (down as far as junction with Vine Avenue), South Park, The Drive and Valley Drive. The area is shown on the map attached as Appendix ‘B’.

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59. Although it could be argued that some roads within the area, such as Crownfields and Valley Drive, might not appeal to people wishing to park for the town centre they do, nevertheless, offer parking facilities within relatively easy reach of the town.

60. The survey results for this area are as follows:

Table 8: Survey Results On-Street – Short Stay Free Parking near the Town Centre

		Wednesday		Friday		Saturday	
		11am	2pm	11am	2pm	11am	2pm
Average Values	Spaces available	115	116	119	159	178	175
	Utilisation	75.0%	74.9%	74.2%	65.4%	61.4%	62.0%

61. The utilisation levels show that parking spaces are generally available on all days. However, people visiting the town centre are more likely to want to park fairly close to the shops and other facilities and, hence, would probably prefer to use the town centre car parks despite having to pay and display.

Parking Survey Results – Disabled Parking

62. The opportunity was taken to review the use of disabled parking spaces in the town centre.

63. Excluding the disabled parking spaces at the leisure centre, there are a total of 23 spaces provided on Wednesdays and 26 spaces on other days in the car parks and on-street in the immediate town centre.

64. The survey results for these are as follows:

Table 9: Survey Results – Disabled Parking in the Town Centre

		Wednesday		Friday		Saturday	
		11am	2pm	11am	2pm	11am	2pm
Average Values	Spaces available	3	7	2	7	7	10
	Utilisation	86.9%	71.7%	92.3%	73.1%	73.1%	63.5%
Peak Values	Spaces available	2	6	0	6	4	9
	Utilisation	90.9%	72.7%	100.0%	76.0%	84.0%	64.0%

The highest utilisations levels were on Wednesday mornings and Friday mornings, with a peak value of 100% Friday afternoons.

65. Whilst disabled Blue Badge Holders may use the standard parking spaces in the car parks if there are no disabled spaces available, use of these would be dependant upon the degree of disability and this might not always be a viable alternative.

66. Blue Badge Holders can park for up to 3 hours on yellow line restrictions on-street and many such areas in and around the town centre, such as Rockdale Road, are regularly used for this purpose. This may mean that sufficient spaces on-street within easy reach of the immediate town centre may not be readily available.
67. In view of the high utilisation levels, consideration could be given to increasing the provision of dedicated disabled parking spaces in the town centre to accommodate the needs of Blue Badge Holders.
68. Although consideration could be given to increasing provision in the car parks, this would be at the loss of general parking facilities. As an alternative, it would make better sense to provide any additional spaces on-street, locating them in the existing pay and display areas in the High Street and South Park. In this way, disabled facilities can be placed in the heart of the town centre enabling good access to amenities.

Summary of Findings of Independent Parking Survey Report

69. The independent parking survey clearly shows very high utilisation rates for the Buckhurst 2 long stay car park. By adjusting the results to add all long stay parking currently taking place in the town centre car parks, a more realistic indication of long stay parking needs can be determined. The outcome of the assessment is that between 170 and 221 additional parking spaces are needed.
70. In respect to short stay parking, and having made an adjustment for removing the element of long stay parking from short stay car parks, the results indicate high utilisation levels on Fridays and Saturdays. Although the variable message signing system being provided as part of the Marks and Spencer development will assist motorists in being find available spaces, it is prudent to consider increasing the provision of short stay parking in the town. It is estimated that 40 additional spaces short stay spaces would be required to reduce peak utilisation levels to 90%.
71. Dedicated disabled parking bays within the car parks are showing high utilisation levels at certain times during the week. Should consideration be given to improving the provision of disabled parking, it is recommended that additional spaces be provided, within the on-street pay and display areas around the town which would provide better access to facilities.

Technical Feasibility Study

72. The opportunity to provide approximately, an additional 300 car park spaces, close to Sevenoaks Town Centre, is best served by examining the technical feasibility of 'decking' the existing Council owned car parks at Buckhurst 2 and/or Suffolk Way.
73. A specialist parking Consultant with extensive expertise in the conceptual design of parking structures, was appointed to survey both the existing car parks to provide elevated car decks to provide additional car park spaces.
74. An advantage to this method of construction compared to a more traditional construction method, is that the car decks are pre-fabricated off site, allowing a very

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short construction period on-site. This is vital as the existing car parks will be in demand during this on-site construction period, and alternative temporary parking will need to be identified for this period. This is likely to be for a period of 5-6 weeks.

75. The following option estimates have been received for both the Buckhurst 2 and Suffolk Way car parks.

76. Each estimate includes for design, super structure, staircase, edger protection, drainage/water proofing, lighting, cladding, plant labour, haulage and provisional cost sums for Civils, foundations, general items, variations, electrical sub station works, CCTV and signs.

(a) Buckhurst 2 – single storey decking to provide 164 additional spaces.

Build cost: £2,736,022 (includes £162,926 provisional cost sums) @ £16,683 per parking space.

(b) Buckhurst 2 – two storey decking to provide 300 additional spaces.

Build cost: £3,749,630 (includes £250,146 provisional cost sums) @ £12,498 per parking space.

(c) Suffolk Way – single storey decking to provide 67 additional spaces.

Build cost: £1,326,768 (include £146,049 provisional cost sums) @ £19,802 per parking space.

(d) Suffolk Way – two storey decking to provide 134 additional spaces.

Build cost: £2,334,157 (includes £199,905 provisional cost sums) @ £17,419 per parking space.

77. From the estimates provided it is clear that to provide an additional 300 parking spaces the most cost effective option is to build a two storey deck construction on Buckhurst 2 car park at an estimated cost per parking space of £12,498.

78. The guaranteed lifespan of the construction method is 30 years.

79. To bring each option to planning application stage would cost as follows:-

(a) Buckhurst 2 – 164 spaces

Surveying and design -	£18,450
Planning application fees -	<u>£21,850</u>
	£40,300

(b) Buckhurst 2 – 300 spaces

Surveying and design -	£18,450
Planning application fees -	<u>£25,259</u>
	£43,709

(c) Suffolk Way – 67 spaces

Surveying and design -	£18,450
Planning application fees -	<u>£12,320</u>
	£30,770

(d) Suffolk Way – 134 spaces

Surveying and design -	£18,450
Planning application fees -	<u>£20,544</u>
	£38,994

Procurement

80. A procurement exercise will be carried out in accordance with the general principles of Council’s standing orders and E.U. Procurement Directives as are appropriate.
81. There are several routes available for the procurement of a contractor to deliver these works. The traditional Design and Build approach could be used, which would include the procurement of a ‘professional team’, including Architect, Structural Engineer and Planning advisors, before a tender was issued for contractors to submit prices against. This approach would also necessitate SDC recruiting a ‘client side’ Project Manager.
82. Alternatively, SDC could utilise a Contracting Authority / Central Purchasing Body arrangement.
83. A Contracting Authority/Central Purchasing Body arrangement must have followed an OJEU compliant process to form ‘frameworks’ from which a panel of consultants and contractors has been appointed. SDC could use procurement framework to engage the Major Works contractor, who act as a managing contractor for the delivery of the project. This management contractor would then sub tender packages for all elements of the required works. This enables the contractor to get economies of scale as regards costs, with the spend being delivered locally.
84. Following completion of a legal agreement for the delivery of the project, they would manage the process and the managing contractor, to deliver the project. Advantages to this route of procurement include shortened procurement time vs the Design and Build method and the benefit of economies of scale from the supply chain purchasing power, local spend and an obligation to provide local training and employment.

Planning Implications

Planning policies:

85. Both sites (Suffolk Way and Buckhurst 2) are subject to the same planning policies:
86. Core Strategy:

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Policy L03 – Development in Sevenoaks Town Centre – Suitable for redevelopment for retail and related uses. Town Centre car parking will be managed to ensure adequate and convenient provision for shoppers and appropriate provision for long stay parking.

87. Car park flagged up as an area of change on the map and supporting text makes reference to redevelopment would need to provide replacement decked car parking.
88. Draft Allocations & Development Management DPD:
Policy TLC1 - General town centre policy (though nothing specific about parking)
Within the Sevenoaks Town Centre area
89. In broad planning policies the provision of decked car parking areas would support the vitality of the Town Centre. In fact both car parks are earmarked for redevelopment for retail and related uses, so there is actually strong support in principle for decking both these sites.

Suffolk Way car park

90. The site lies within the Town Centre and the urban confines of Sevenoaks.
91. This is currently a short stay car park between the Kaleidoscope and Suffolk Way. It is into a prominent site and adjacent to the Sevenoaks Conservation Area to the southwest of the site. The site is opposite the service yards and rear of the shops that front onto the eastern side of the High Street.
92. Land levels vary across the site and there is extensive hard landscaping/boundary treatment within this car park. Land levels essentially drop to their lowest point by the northern access. There are no TPOs covering the site or nearby.
93. The Kaleidoscope Building and in particular its entrance is raised up and is a prominent feature building in the Suffolk Way streetscape. There are a small number of trees on the southern boundary and Buckhurst House is closest building to the south. Buckhurst House is a mix of B1 and D1 uses with no apparent residential use. There are no residential properties immediately adjoining the car park, however, residential properties in Buckhurst Lane do lie approximately 15m to the southeast. This southern end with the nearest residential properties, adjacent buildings, trees and entrance to the library is the most sensitive part of the site.
94. There is clear general policy support for this site to be redeveloped under the Core Strategy.

Buckhurst Two –car park

95. The site lies within the Sevenoaks Town Centre area as well as the urban confines. A pipeline runs through the northern section of site and southern section lies within the Area of Archaeological Potential. The southern boundary is adjacent to a Public Right of Way, whilst the Green Belt lies immediately to the east and southeast.
96. The site lies to the south of the Leisure Centre and is a relatively large and square parcel of land. The ground levels significantly change across the site, from west to east and north to south, as well as other internal variations.

97. To the east lies the Sevenoaks Environmental Park, with trees, hedges and bushes forming an extensive screen. To the south lies a narrow band of trees and behind them the important public right of way to Knole Park from the town. To the west lie the back gardens of the residential properties in Buckhurst Avenue. To the north is a small band of trees, paths and soft landscaping in front of the Leisure Centre.

General comment

98. Both of these sites have the potential to deliver additional parking spaces, through the use of decked car parks of varying scale and varying levels of needs for engineering operations required to create basement/levels as a base for a decked car park. Much will depend the quality of the new build and scale proposed and their impact on the locality.

Car Parking Adjacent to the Railway Station

99. By 'decking' the adjacent Council owned Bradbourne car park additional parking spaces could be provided for long stay commuter use, realising potential additional income and easing demand on long stay on-street parking.
100. It is therefore recommended that a planning application be submitted to 'deck' the existing Bradbourne car park.
101. To submit a planning application to 'deck' the Councils Bradbourne car park would cost in the region of £24,000 including planning application fees of £17,710.

Key Implications

Financial

The estimated cost of providing additional car park spaces is summarised below:-

Buckhurst 2	Additional 164 spaces	single storey	£2,736,022	Cost per space:	£16,683
Buckhurst 2	Additional 300 spaces	two storey	£3,749,630	Cost per space:	£12,498
Suffolk Way	Additional 67 spaces	single storey	£1,326,768	Cost per space:	£19,802
Suffolk Way	Additional 134 spaces	Two storey	£2,334,157	Cost per space:	£17,419

Predicted Income Generated For Additional Parking Spaces

102. The income figures quoted are shown net of VAT.
103. Estimated income reflects the assumed additional income from the start of 2015/16 following the construction period. This has been based on the charges proposed for 2014/15 and by applying a percentage increase year on year.
104. The estimate for the 300 space option at Buckhurst 2 is based on long stay parking only with the additional spaces divided equally between season tickets, reserved spaces and long stay pay and display charges.

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Buckhurst 2 Car Park (assumed income for 2015/16)

Season ticket £714*/space x 100 spaces	£71,400
--	---------

(* equivalent to a charge of £3.81 a day for a 5 day week / 45 week year)

Reserved space £1,015*/space x 100 spaces	£101,500
---	----------

(* equivalent to a charge of £5.33 a day for a 5 day week / 45 week year)

Pay and display £942*/space x 100 spaces	£94,200
--	---------

(* based on 2014/15 +3% a day for a 5 day week / 50 week year)

Estimated additional income/year	£267,100
----------------------------------	----------

105. This is based on 100% utilisation. If lower levels of utilisation are used this would reduce to:

£240,390	90%	Utilisation	Levels
£227,035	85%	Utilisation	Levels
£213,680	80%	Utilisation	Levels

106. Over a ten year period based on this allocation of spaces shown and applying a percentage increase year on year, this could produce an estimated additional income of £2,943,897 for the Buckhurst 2 Car Park based on full utilisation.

107. For the 300 space option, this could provide a full cost pay back period of the construction cost of 12-13 years. The estimated life of the construction is 30 years.

108. If 85 % utilisation were to be assumed, the pay back period would extend to 15 years.

Suffolk Way Car Park (Assumed Income for 2015/16)

109. Assuming the additional parking spaces are used for short stay parking:

Income per space	£1,744 x 67 spaces	£116,848
Income per space	£1,744 x 134 spaces	£233,696

110. If 67 additional spaces were provided in the Suffolk Way Car Park, based on applying a percentage increase year on year over a ten year period from 2014-15, this could generate an additional £1,279,241, assuming current utilisation levels. This option could provide a full cost (construction cost) pay back period of 10-11 years, which is based on the current utilisation levels for the car park. Allowing for a drop in utilisation of, say, 20% due to the provision of additional parking spaces, the pay back period would extend to 13 years.

111. If 134 additional spaces were provided for short stay use, this could generate an additional £2,558,481 over a ten year period, assuming current utilisation levels. However in view of the number of additional short stay spaces that would be provided

utilisation levels could reduce as a result. For the purpose of this calculation it would be prudent to assume that only 80% of the income figure quoted i.e £2,046,785 would be achieved. This option could provide a full cost (construction cost) pay back period of 9 years.

112. Alternatively, if the income calculation is based on the additional spaces being used for long stay, which as a result of the different charging tariffs would produce less income than the short stay option, the additional income over a 10 year period would be £723,877. This would extend the full cost pay back period to nearer 18 years.
113. A breakdown of the potential additional income generated is provided at Appendix 'D'.
114. Expenditure has already been incurred for:- Parking Survey £5,725. Technical and feasibility study £1,600. These costs have been met from existing approved budgets.

Funding

115. Utilising up to date Public Works Loan Board fixed loan rates, the following would apply.
 - £3.5m annuity loan over 10 years @ 2.66% - half yearly repayment of £200,500 (£401,000 p.a)
 - £3.5m annuity loan over 20 years @ 3.71% - half yearly repayment of £124,700 (£249,400 p.a)
 - £4.0m annuity loan over 10 years @ 2.66% - half yearly repayment of £229,000 (£458,000 p.a)
 - £4.0m annuity loan over 20 years @ 3.71% - half yearly repayment of £142,500 (£285,000 p.a)
116. Alternatively, by using existing capital receipts, the loss of investment interest on £3.5m would be between £21,000 and £35,000 per annum. On £4.0m it would be between £24,000 - £40,000 per annum (based on current investment Interest rates of between 0.6% and 1%).
117. Alternatively the project could be funded by a mix of loans and use of capital receipts.
118. It is worth noting that capital receipts from recent sales of Council owned property in Sevenoaks have realised £3.4m.
119. Due to the relatively low chance of a financial return on the Investment in this project in the short term, it is recommended that the project, if approved, be funded by Public Works Loan Board borrowing to allow Capital receipts to be available for future investment in project delivery to meet the Councils wider vision and aspirations.
120. To advance a project to planning application stage expenditure will need to be incurred for surveying and design to submit the planning application on the Councils behalf, and also for planning application fees, as outlined earlier in this report.

Financial Summary

	Buckhurst 2		Suffolk Way	
	164 spaces	300 spaces	67 spaces	134 spaces
Cost	£	£	£	£
Estimated cost	2,736,022	3,749,630	1,326,768	2,334,157
Cost per space	16,683	12,498	19,802	17,419
Estimated Additional income 2015/16				
100% utilisation	146,015	267,100	116,829	233,657
90% utilisation	131,413	240,390	105,146	210,291
85% utilisation	124,112	227,035	99,304	198,608
80% utilisation	116,812	213,680	93,463	186,925

Funding	£3.5m £	£4m £
Loan annual repayment over 10 years @ 2.66%	401,000	458,000
Loan annual repayment over 20 years @ 3.71%	249,400	285,000
Loss of interest by using capital receipts	£21,000 to £35,000	£24,000 to £40,000

Legal Implications and Risk Assessment Statement.

121. The project construction costs identified in the report are estimates only and a full procurement process would be undertaken before a contract for construction is awarded.
122. Any such procurement will be carried out in accordance with the general principles of Council's standing orders and E.U. Procurement Directives as are appropriate.
123. Borrowing will be subject to the Council's financial procedure rules. New investment is made possible by the 'General Power of competence' introduced by Section 1 of the Localism Act 2011.
124. The proposed deckings would be built on existing Council owned car park land.
125. Any planning applications submitted would need to be considered and determined by the Councils Development Control Committee.
126. The parking survey has provided strong evidence of the shortage of long stay parking provision in the Sevenoaks Town. Failure to provide the additional car parking identified is likely to have a detrimental effect on the future economic viability of the town, and District, as a venue to work, shop and visit.
127. A parking solution is required not only to meet the current, but future anticipated demand on parking capacity.

- 128. Recently the Government has introduced greater powers for landowners to change the use of buildings without the need for planning permission (through its changes to the General Permitted Development order). Amendments that allow for offices to be converted to residential use and for space above shops to be converted to dwellings without the need for planning permission have the potential to increase demand for parking in Town Centres. Without the need for these changes of use to be considered through the Development Control process there is no scope for the Council to require additional parking for the new residents these developments will create, which will lead to increased demand for on-and off street parking for residents in Town Centres.
- 129. The additional income estimates are based on current usage and prices charged for parking.
- 130. Although the construction period, on site, for this method of construction is extremely short, temporary alternative parking will need to be made for existing users, during the on-site construction period.
- 131. The project costs, potential additional income generation, sources of funding, and pay-back period are detailed in the report.

Equality Impacts

Consideration of impacts under the Public Sector Equality Duty:		
Question	Answer	
a. Does the decision being made or recommended through this paper have potential to disadvantage or discriminate against different groups in the community?	No	
b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?	Yes. Enhanced parking provision for blue badge holders	
c. What steps can be taken to mitigate, reduce, avoid or minimise the impacts identified above?		

Community Impact and outcomes

- 132. Increased car parking capacity would have a strong positive impact on the town centre. It would allow more people to access local services, tourist attractions and support the high proportion of independent businesses in the Town Centre. The retail offer in the town continues to be of a very high standard, with high occupancy rates and continued inward investment from the likes of Wagamamas and Marks and Spencer. Further investment in parking provision will strengthen the retail offer and ensure that Sevenoaks town has increased footfall in years to come.

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Conclusions

1. The parking capacity/demand survey undertaken in November 2013 has identified current critical parking levels in existing Council owned car parks (above 90% utilisation) identifying a demand for an additional 241 long stay spaces and 40 additional short stay spaces (based on 90% utilisation rates).
2. Technical feasibility studies have indicated that additional car park spaces could be provided by constructing elevated car park decks on the existing Council owned Buckhurst 2 and Suffolk Way car parks.
3. Planning advice has identified that both sites have the potential to deliver additional car park spaces through the use of decked car parking construction methods.
4. Providing 300 additional spaces with a two storey deck construction at the Buckhurst 2 car park offers the lowest construction cost per parking space.
5. Estimates on potential additional income generation indicate that the estimated 'pay-back' period to cover construction costs is acceptable.
6. As the return on investment is likely to be relatively low in the short term, funding for the cost of the project may be best facilitated by the use of the Public Works Loan Board, rather than utilise existing Capital receipts.
7. To advance the projects to planning application stage, expenditure will need to be incurred with regard to surveying and design and planning application fees.
8. Although the construction period, on-site, is very short, alternative temporary parking provision will need to be considered for existing car park users, during the on-site construction period.
9. The lowest identified estimated cost of additional car parking provision utilising the 'decking' construction method is £12,500 per space.
10. Annual income per long stay space is estimated at an average of £890 (for 2015/16). Annual income per short stay space is estimated at £1,744 (for 2015/16)
11. It is recommended that a planning application be submitted to provide additional parking for long stay parking at the Buckhurst 2 car park for the immediate future. However, to allow provision to be allowed for, in the longer term, to meet possible future short stay demand in the Town Centre and adjacent to the railway station, planning permission be applied for to provide additional capacity at the existing Suffolk Way and Bradbourne car parks.
12. This proposed project supports the key aim in the Council's vision, as detailed in the approved Corporate Plan; to either borrow or utilise existing financial resources, to generate on-going revenue income.

Appendices

Appendix A – In-house Parking Survey April-Oct 2013

Appendix B – Map of Short Stay Parking near the
Town Centre

Appendix C - Breakdown of Potential Income

Background Papers:

Parking Survey – November 2013

SDC In-house Parking Surveys – April – Oct 2013

Report from Top Deck Parking Consultancy for
Buckhurst 2 , Suffolk Way and Bradbourne Car Parks
– January 2014. (This background document is
exempt information under Sch.12 A to the Local
Government Act 1972 para.3)

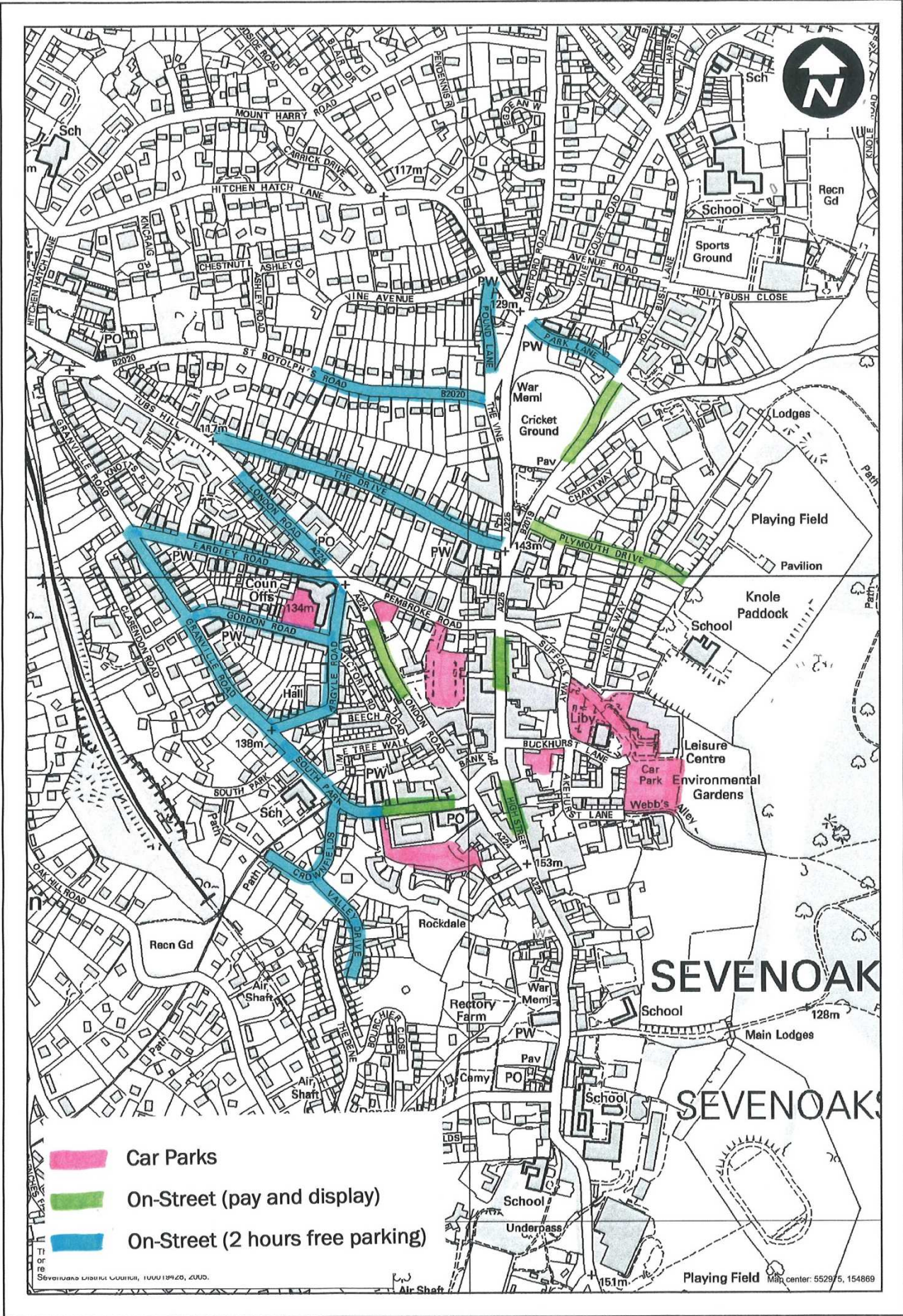
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Richard Wilson
Chief Officer Environmental and Operational Services

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SHORT STAY CAR PARKS							
		Apr-13	May-13	Jun-13	Jul-13	Sep-13	Oct-13
WEDNESDAYS							
Morning							
Average Values	Spaces Available	110	90	43	43	39	30
	Utilisation	81.5%	84.8%	92.0%	92.0%	92.8%	94.4%
Afternoon							
Average Values	Spaces Available	114	138	146	90	75	85
	Utilisation	80.8%	76.8%	73.0%	83.8%	86.1%	84.3%
OTHER WEEKDAYS							
Morning							
Average Values	Spaces Available	141	103	76	92	101	109
	Utilisation	77.7%	83.8%	86.9%	84.1%	82.6%	81.3%
Peak Values	Spaces Available	116	96	58	92	101	76
	Utilisation	81.7%	84.9%	90.0%	84.1%	82.6%	86.9%
Afternoon							
Average Values	Spaces Available	197	198	162	94	124	149
	Utilisation	68.8%	68.8%	72.2%	83.8%	78.6%	74.3%
Peak Values	Spaces Available	158	191	149	94	124	122
	Utilisation	75.1%	69.9%	74.3%	83.8%	78.6%	79.0%
LONG STAY CAR PARKS							
WEDNESDAYS							
Morning							
Average Values	Spaces Available	8	7	0	14	8	1
	Utilisation	97.7%	98.0%	100.0%	95.7%	97.5%	99.7%
Afternoon							
Average Values	Spaces Available	22	7	16	30	11	12
	Utilisation	93.6%	98.0%	95.1%	90.7%	96.6%	96.3%
OTHER WEEKDAYS							
Morning							
Average Values	Spaces Available	11	5	8	4	2	6
	Utilisation	96.8%	98.7%	97.5%	98.8%	99.4%	98.1%
Peak Values	Spaces Available	9	2	8	4	2	0
	Utilisation	97.4%	99.4%	97.5%	98.8%	99.4%	100.0%
Afternoon							
Average Values	Spaces Available	20	14	22	12	23	10
	Utilisation	64.2%	95.9%	93.4%	69.3%	92.9%	96.9%
Peak Values	Spaces Available	20	13	16	12	23	10
	Utilisation	94.2%	96.2%	95.1%	96.3%	92.9%	96.9%

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Breakdown of Potential Income

Appendix C

SUFFOLK WAY CAR PARK

Based on current utilisation levels and p&d spaces only.

Current income for car park averages £23,606 (net) a month giving £283,272 (net) for the year.

Based on 169 p&d spaces gives £1,676 net income per space.

67 ADDITIONAL SHORT STAY SPACES:

Year	Increase (say)	Income per space per year (net)	Number of spaces	Income for number of spaces
Current year		£1,676		
2014/15	2%	£1,710	67	£114,538
1	2%	£1,744	67	£116,829
2	2%	£1,779	67	£119,165
3	2%	£1,814	67	£121,548
4	2%	£1,850	67	£123,979
5	2%	£1,887	67	£126,459
6	2%	£1,925	67	£128,988
7	2%	£1,964	67	£131,568
8	2%	£2,003	67	£134,199
9	2%	£2,043	67	£136,883
10	2%	£2,084	67	£139,621
			Total	£1,279,241
			80%	£1,023,392

134 ADDITIONAL SHORT STAY SPACES:

Year	Increase (say)	Income per space per year (net)	Number of spaces	Income for number of spaces
Current year		£1,676		
2014/15	2%	£1,710	134	£229,076
1	2%	£1,744	134	£233,657
2	2%	£1,779	134	£238,330
3	2%	£1,814	134	£243,097
4	2%	£1,850	134	£247,959
5	2%	£1,887	134	£252,918
6	2%	£1,925	134	£257,976
7	2%	£1,964	134	£263,136
8	2%	£2,003	134	£268,399
9	2%	£2,043	134	£273,767
10	2%	£2,084	134	£279,242
			Total	£2,558,481
			80%	£2,046,785

67 ADDITIONAL LONG STAY SPACES:

Year	Increase (say)	Income per space per year (net)	Number of spaces	Income for number of spaces
(£915 based on £4.40 a day for a 5 day week 50 week year)				
2014/15	3%	£915		
1	3%	£942	67	£63,144
2	3%	£971	67	£65,038
3	3%	£1,000	67	£66,990
4	3%	£1,030	67	£68,999
5	3%	£1,061	67	£71,069
6	3%	£1,093	67	£73,201
7	3%	£1,125	67	£75,397
8	3%	£1,159	67	£77,659
9	3%	£1,194	67	£79,989
10	3%	£1,230	67	£82,389
			Total	£723,877

BUCKHURST 2 CAR PARK

Based on season ticket cost

Year	Increase (say)	Income per space per year (net)	Number of spaces	Income for number of spaces
2014/15		£699		
1	£15	£714	100	£71,400
2	£15	£729	100	£72,900
3	£15	£744	100	£74,400
4	£15	£759	100	£75,900
5	£15	£774	100	£77,400
6	£15	£789	100	£78,900
7	£15	£804	100	£80,400
8	£15	£819	100	£81,900
9	£15	£834	100	£83,400
10	£15	£849	100	£84,900
			Total	£781,500

BUCKHURST 2 CAR PARK

Based on reserved spaces (say at £1,000)

Year	Increase (say)	Income per space per year (net)	Number of spaces	Income for number of spaces
2014/15		£1,000		
1	£15	£1,015	100	£101,500
2	£15	£1,030	100	£103,000
3	£15	£1,045	100	£104,500
4	£15	£1,060	100	£106,000
5	£15	£1,075	100	£107,500
6	£15	£1,090	100	£109,000
7	£15	£1,105	100	£110,500
8	£15	£1,120	100	£112,000
9	£15	£1,135	100	£113,500
10	£15	£1,150	100	£115,000
			Total	£1,082,500

BUCKHURST 2 CAR PARK

Based on day ticket cost and 100% utilisation

Year	Increase (say)	Income per space per year (net)	Number of spaces	Income for number of spaces
(£915 based on £4.40 a day for a 5 day week 50 week year)				
2014/15	3%	£915		
1	3%	£942	100	£94,200
2	3%	£970	100	£97,026
3	3%	£999	100	£99,937
4	3%	£1,029	100	£102,935
5	3%	£1,060	100	£106,023
6	3%	£1,092	100	£109,204
7	3%	£1,125	100	£112,480
8	3%	£1,159	100	£115,854
9	3%	£1,193	100	£119,330
10	3%	£1,229	100	£122,910
			Total	£1,079,897

OPTION FOR 300 SPACES = 100 season ticket spaces (£781,500) + 100 reserved spaces (£1,082,500) + 100 p&d spaces (£1,079,897) = £2,943,897

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COMMUNITY GRANT SCHEME DRAFT ALLOCATIONS 2014/15

Economic & Community Development Advisory Committee – 26 February 2014

Report of Chief Officer Communities & Business

Status: For Decision

Also considered by: Cabinet – 6 March 2014

Key Decision: Yes

Executive Summary: This report sets out information about the Community Grant Scheme and summarises applications received by the Council from voluntary organisations for funding during 2014/15

Details of the appraisal process are provided. This included a lengthy and detailed consultation with the Portfolio Holder for Economic & Community Development and the Deputy Portfolio Holder for Economic & Community Development, Cllr Mrs Bosley. Both Members were trained in appraisal techniques. Recommended grants are set out in Appendix C.

Copies of the applications received are available in the Members' Room.

Officers would be pleased to answer detailed questions about individual applications in advance of the meeting.

This report supports the Key Aim of Effective Management of Council Resources and the Community Plan Vision for Safe & Caring Communities, a Green & Healthy Environment and a Dynamic & Sustainable Economy.

Portfolio Holder Cllr. Roddy Hogarth

Contact Officer(s) Lesley Bowles, Ext. 7374

Recommendation to Economic & Community Development Advisory Committee – for information

Recommendation to CABINET:

Grants, as set out in Appendix C of this report be approved subject to the conditions set out in paragraph 13.

Reason for recommendation: Applications received have been appraised according to the Council's Guidelines and those recommended for funding support the aims of the scheme and represent value for money.

Agenda Item 10

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 Sustainable Community Action 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 grant scheme was publicised widely across the District within the voluntary sector, through town and parish councils, libraries and in the press in September 2012. The closing date was 29th November 2013. The total budget available for distribution in 2014/15 is £153,331, including £98,540 for the Citizens' Advice Bureaux in the District. Funding for the Citizens' Advice Bureaux is subject to an existing three year Service Level Agreement (SLA), which ends in March 2015.
- 4 The 2014/15 budget available for voluntary sector organisations is as follows:-

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

- 5 A total of 31 grant applications have been received, representing total grant requests of £111,003.
- 6 A copy of the Council's Corporate Code of Practice for making grants is attached at Appendix A.
- 7 A copy of the scheme guidelines is attached at Appendix B.
- 8 A full schedule of applications is attached at Appendix C. The Portfolio Holder for Economic & Community Development has copies of all of the applications and a full set is available in the Member's Room. Officers would be pleased to deal with any detailed queries in advance of the meeting.
- 9 The Council undertook a Corporate Peer Review between 3rd and 6th December 2013 and the Review Panel met a range of the Council's community partners. The overwhelming view of the Panel was that the Council has strong relationships with voluntary organisations based on mutual trust and respect. The Panel saw new, emerging and mature relationships with partners and the emergence of practical, results-based engagements.
- 10 In 2012/13, the 28 voluntary organisations funded supported 310,091 volunteer hours, which represented a benefit to the District of £3.89 million.

Appraisal Process

- 11 Members will appreciate that the recommended grants in Appendix C have been put forward following an appraisal by Officers trained in grant appraisal and a detailed consultation with the Portfolio Holder for Economic & Community Development and the Deputy Portfolio Holder for Economic & Community Development, Cllr Mrs Bosley. Recommendations have been made in accordance with the Scheme Guidelines and the Council’s Corporate Code of Practice for grants and take into account various factors, including:
- i. the extent to which the application supports the District Council’s priorities;
 - ii. the extent to which the application assists residents across the District and its impact;
 - iii. the extent to which the application should be funded by other organisations;
 - iv. whether performance indicators are relevant and appropriate;
 - v. whether the applicant meets the eligibility criteria established in the Guidelines and the Corporate Code of Practice for grants;
 - vi. the level of reserves held by the applicant.

Recommended Level of Grant

- 12 A summary of the total value of recommendations in this report and the total budget is set out below.

Total 2014/15 grant budget available to voluntary and community sector organisations (subject to approval of budget)	£153,331
Grants to CABx for 2013/14 under the terms of the agreed SLA	£98,540
Recommended grants to all other voluntary and youth groups	£54,775
Total recommendations	£153,315

- 13 A full list of grants recommended to voluntary and youth groups is attached at Appendix C.
- 14 Unsuccessful applicants will be informed of the reason for this decision, and encouraged to contact Voluntary Action Within Kent or North West Kent Council for Voluntary Service for advice and support in seeking funding elsewhere if appropriate.

Agenda Item 10

Recommended Conditions

- 15 It is recommended that grants be made to voluntary organisations subject to the following conditions:
- (i) that performance indicators as set out in the application forms are adhered to and monitored;
 - (ii) that, appropriate Safeguarding policies and arrangements are in place, where necessary;
 - (iii) that appropriate recognition of this Council's funding contribution is made in all their publicity; and
 - (iv) where services are provided over a wider area than the District boundaries, organisations will be required to hold grant aid from this Council in a restricted fund for the benefit of Sevenoaks District residents.

Key Implications

Financial

- 16 The level of funding recommended is in accordance with the 2014/15 budget of £153,331.

Resources (Non-financial)

- 17 The work connected with the Community Grant Scheme administration and monitoring is being undertaken through existing resources.

Legal Implications and Risk Assessment Statement.

- 18 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.

Risk	Mitigation
Grants allocated are lower than requested	Application forms ask whether the project could continue if funding were reduced. Appraisal looks at realistic performance indicators for the amount of grant recommended. Performance indicators are agreed with Voluntary and Community Groups.
As a condition of grant any organisation allocating onward funding on behalf of the Council	Condition of grant to ensure checks carried out and that application forms seek confirmation. Monitoring

to another organisation must check whether appropriate police checks and child or adult protection policies are in place.	process to confirm an effective process is in place.
Grant allocations not approved in March.	A timetable is in place to ensure grants are considered by Cabinet in March and processes in place to ensure grant payments are made in the first week of the financial year.

Equality Impacts

19 A full Equality Impact Assessment has been undertaken and is summarised 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	The community grants scheme assists with the provision of services to support District residents, particularly those in the greatest need.
b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?	Yes	The grant scheme provides funding for 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

Sustainability Checklist

20 A sustainability checklist has been completed and no negative impact has been identified.

Conclusions

21 The work of the voluntary sector across the Sevenoaks District is highly valued. The Council’s grants programme supports the dedication and commitment of the many volunteers who help the most vulnerable people in the District. Members are asked to agree the

Appendices

Appendix A - Council’s Corporate Code of Practice for making grants

Agenda Item 10

Appendix B – Community Grant Scheme guidelines

Appendix C – Full schedule of applications

Background Papers:

[Grant scheme guidelines](#)

[Sevenoaks District Council Code of Practice for grant-making](#)

Lesley Bowles
Chief Officer Communities & Business

Sevenoaks District Council Grants

Code of Practice September 2003

For this purpose, a grant is taken to mean:

'a cash award for a specified initiative, project or service not provided by the Council which benefits residents or those working in the district'

Each grant scheme should have:

1. Written criteria outlining:
 - Eligibility
 - Scheme objectives
 - How the grant decision will be made in relation to the extent to which the scheme criteria are met.
2. An application form
3. Guidelines for completing the application form.
4. Minimum and maximum grant level
5. Performance indicators
6. Monitoring arrangements

Principles

- The criteria must be in line with the Council's overall objectives
- All grant schemes and benefits in kind must support and complement the Council's Strategic Objectives.

Eligibility

- The applicant group must have a constitution (or at least be working towards adopting one). For most grants a constitution is essential.
- The applicant group should have a management committee.
- The applicant group must have a bank account with 2 signatories. If they do not have a bank account, they must nominate a voluntary organisation to take responsibility for the money on their behalf.
- The applicant must have, and enclose with the application, a set of audited or independently examined accounts for the latest year available
- The project should be for the benefit of people living or working in the Sevenoaks District.

The application form should:

- Identify how the application meets the scheme criteria
- Contain performance indicators by which the success of the project will be measured.
- Be targeted to the potential recipients. The degree of information required should be proportionate, reasonable and reflect how much money they are eligible to apply for.
- Identify if the applicant has applied to the Council before for funding or if they have an external bid outstanding. Identify how much they have applied for and when applicants are likely to know the outcome. Include details of any other funding applied for and whether bids have been successful.
- Make it clear that grants have to be paid back if the proposal does not go ahead and that if they do not notify the Council, this may jeopardise future applications.
- Make it clear at what stage the funding will be made available e.g. on receipt of invoices, 100% in advance, staged payment etc.
- Include a checklist for applicants to ensure everything has been filled in and all documents are enclosed etc.
- Include an outline of the project timetable.
- Identify whether the applicant group has policies which cover child protection/health and safety/equal opportunities etc.
- Identify if the organisation is working towards any form of accreditation.

The application process;

- Application forms must be accompanied by the scheme criteria guidelines for completing the application form and an explanation of the timescale, including deadlines, during which the application will be processed.
- Applicants need to be informed at the outset about the level and timing of monitoring, evaluation and annual reporting required
- Applications should be acknowledged within 10 days of receipt.
- A list must be kept of everyone who is sent a form so that reasons for not replying can be gained if necessary
- Applicants should be informed of the timescale for consideration and notification of decision at the outset.
- If the application has not been approved, reasons should be given.

Deadlines

- Dates for consideration of applications need to be publicised and deadlines set for receipt of applications.
- No applications will be considered after closing dates.

Grants application appraisal

- Grant appraisers should be trained.
- Appraisal must be against the given criteria and applicants must meet set criteria in order to receive the grant.
- The scheme/proposal must meet the main aim of the grant scheme.
- Applications should be assessed according to the extent to which the identified need is met. Applicants should therefore be asked to state the need.
- Audited accounts should be considered when the application is appraised.
- Applicants need to demonstrate financial need and financial viability.

Approval

- All grant applications should receive a response indicating that the grant has been approved held over or refused
- Approval letters should indicate clearly whether there are any conditions attached to the grant.

Payment

- Payment of money – timescale for payment should be included in the written notification of grant approval.
- Cheques should go out with a letter reiterating what the money will be spent on and the required monitoring of performance indicators. There should also be a receipt which the applicant signs, dates and sends back to confirm they have received the money and that it will be used for the purpose for which it was approved.
- As part of the monitoring/evaluation process, receipts to prove that the money has been spent on what it was intended for should be provided by the applicant where necessary. For example, where grants have been made for capital/equipment purchase. (*The financial threshold needs to be considered*).

Monitoring & Evaluation

- Monitoring has to be relevant and targeted to the applicant group, degree of detail reflecting the size of grant.

- Monitoring – must relate to key outputs/targets/milestones which should be part of the original application. Monitoring should assess achievements against agreed outputs/targets.
- A progress report must be provided – frequency determined by the level of grant.
- Recipients of grants must keep a record of user numbers, who has benefited from the grant and any feedback from users.
- PIs should be part of target setting. This should be proportionate to the size of grant.
- How often and by whom they will be monitored must be specified.
- Schemes must be evaluated using the monitoring information provided.
- The applicant group should have client evaluation – satisfaction survey e.g. play scheme – how did the parents find it, did the children enjoy it etc. proportionate to the size of grant.

Promotion

- Applicants need to make clear what publicity/promotion is being undertaken for the scheme/grant and must acknowledge the grant provided by the District Council in all publicity.

Review

- The grant process itself must be reviewed internally at regular intervals, at least every 3 years to ensure the system is still effective. This includes review of application forms, criteria, reporting etc. with feedback from applicants.

General

- There should be a SDC database which everyone can access which gives details of those groups who have applied for funding and the outcome.

**Sevenoaks District Council
Community Grants Scheme 2014/15
SCHEME GUIDELINES**

Please read the following Guidelines carefully before completing the application form. If you have any queries regarding the application process, please contact Simon Davies at Sevenoaks District Council, Argyle Road, Sevenoaks, Kent, TN13 1HG. Tel: 01732 227000.
Email grants@sevenoaks.gov.uk.

The Sevenoaks District Council Community Grant scheme exists to help voluntary organisations which provide services, activities or projects that benefit Sevenoaks District residents, focussing on those in greatest need.

In particular, the Council wishes to support services, activities or projects that are delivered with the help of volunteers and that support Sevenoaks District Community Plan priorities set out below:

Please note: We can only accept one application per organisation.

Please complete the application form electronically – we cannot accept hand-written applications.

1. WHAT ARE THE SCHEME'S PRIORITIES?

Volunteering:

- Promote, encourage or support volunteers and volunteering as part of a project, service or activity.

Social Inclusion:

- Improve opportunities for vulnerable or elderly people;
- Encourage community participation by excluded or vulnerable groups;
- Improve the wellbeing of local residents.

Community Safety:

- Reduce crime or anti-social behaviour.

Information, Advice, Advocacy and Counselling:

- Provide information, advice, advocacy or counselling to residents when they are in particular need.

Young People:

- Projects, services and activities that encourage participation in local communities or provide positive activities or opportunities for young people.

Arts & Sports:

- Funding for the Sevenoaks District Arts and Sports Councils to support arts and sports projects that contribute to the overall wellbeing of residents and encourage the inclusion of groups with particular needs.

2. WHO CAN APPLY?

You can apply if you deliver services to Sevenoaks District residents in two or more parishes and are one of the following:

- “Not for profit” registered charity
- Youth Organisation
- Voluntary Organisation
- Community Interest Company

If your organisation works with children, young people or vulnerable adults, you should have a Safeguarding Policy and staff and volunteers must have enhanced level Disclosure & Barring Service checks and appropriate training.

3. HOW MUCH AND WHAT CAN I APPLY FOR?

The minimum you can apply for is £100

The most we will award for any one application is £5,000

The grant can be spent on project costs such as support for volunteers, equipment or premises hire. In addition you can apply for core running costs that are commensurate with the project, service or activity applied for.

4. WHAT ARE THE MAIN CONDITIONS?

By applying, you are confirming that you comply with the terms and conditions. The main conditions include:

- Your organisation has a constitution.
- Your organisation has a bank account with at least two authorised signatories.
- Your organisation either has an equalities policy in place and is prepared to sign the Council’s Equalities Statement
- All appropriate legal agreements, insurances and processes needed to deliver the project are in place, including safeguarding arrangements for children and vulnerable adults.
- Any grant you are awarded will be used only for the project set out in your application and will be ring-fenced to help Sevenoaks District residents. It must not be used for any other purpose.

- You will be required to submit monitoring for your project with supporting evidence.
- All publicity materials and annual reports must acknowledge Sevenoaks District Council's support.
- Your organisation can only submit one application in any financial year.
- Any grant unspent at the year end will be refunded to Sevenoaks District Council.

5. WHAT WE WILL NOT FUND

We will not fund the following:

- Projects, services or activities that serve only one Parish
- Costs for projects, services or activities that your organisation is already delivering in the District as part of an existing contract or service level agreement with another funder
- Costs for projects that have already started or been delivered
- Projects where the beneficiaries are not Sevenoaks District residents
- Private concerns operated as a business
- Organisations seeking to add capital to their reserves
- Local organisations seeking funding for a central HQ
- Religious or political organisations
- Individuals
- Work that should be provided by statutory, educational, health organisations or social services
- Schools or parent/teacher organisations

6. HOW WILL THE COUNCIL ASSESS YOUR PROJECT?

The appraisal process will look at:

- Your eligibility to apply
- The extent to which your project meets the Scheme's priorities
- How many people will benefit
- The level of need for the project
- The level of benefit to Sevenoaks District residents
- The level of reserves held by your organisation

7. WHEN WILL YOU KNOW IF YOUR APPLICATION IS SUCCESSFUL?

The deadline for submitting your completed application form is Friday 29th November 2013. Applications received after this date will not be considered.

During March, we will decide who will receive funding. We will write to you during April to let you know if your application has been successful.

If you require any assistance, please contact:

Simon Davies, Partnership and Projects Officer, on 01732 227000

Return by post to the address below:

**Simon Davies, Communities & Business Team, Sevenoaks District Council,
Council Offices, Argyle Road, Sevenoaks, Kent TN13 1HG**

Deadline for completed applications: 29th NOVEMBER 2013

Community Grant Scheme - Schedule of Applications 2014/15

Ref No	Name of Organisation	Purpose			Grant app. 2014/15	Suggested allocations	Reason for refusal	Notes
			2012/13	2013/14				
3	North West Kent Volunteer Centre (Northern Parishes)	Support the work of volunteering in Northern Parishes of Sevenoaks District. Provide Community Transport, befriending services and a Gardening Support Scheme for the elderly	£5,000	£5,000	£5,000	£4,500		
8	Sevenoaks District Arts Council (District-wide)	Distribute grants and/or underwriting to arts groups/societies across the Sevenoaks District	£5,000	£4,600	£5,000	£4,250		
21	Sevenoaks Area MIND (Sevenoaks and Southern Parishes)	"Many Minds" - a new volunteer/supporter project. Will increase volunteer and supporter base to combat isolation and increase social inclusion and confidence of adults with mental health problems. Recruitment of District-wide supporter groups. Increase skilled volunteering opportunities and wider community engagement.	No application	£4,200	£5,000	£4,200		
23	Relate West & Mid Kent (District-wide)	To launch a Young People's Counselling service into Sevenoaks District. Will offer 2-3 sessions per week.	£750	£800	£1,250	£800		
30	Sevenoaks District Sports Council (District-wide)	Group coaching and training in all sports, individual coaching, organised training/coaching courses, helping new sports clubs set up for the young/disabled, social sports for the older generation, helping all ages with disabled sports, individual grants for talented sports people	£5,000	£4,600	£5,000	£4,250		

Community Grant Scheme - Schedule of Applications 2014/15

Ref No	Name of Organisation	Purpose			Grant app. 2014/15	Suggested allocations	Reason for refusal	Notes
			2012/13	2013/14				
44	Sevenoaks Christian Counselling Service (District-wide)	To offer a confidential counselling service to clients of all faiths and none.	£600	£750	£800	£600		
51	Family Matters (District-wide)	To run a focussed project which provides specialist rape trauma therapy for victims of rape in Sevenoaks	£1,000	£1,200	£5,000	£1,200		
58	CVSNWK (Swanley and the Northern Parishes)	Provide support and infrastructure services and representative voice to 3rd sector within North West Kent. Offer support to groups in Swanley and Northern Parishes by circulation of newsletters, e-bulletins and information regarding training and funding opportunities	£1,000	£890	£5,000	£900		
66	Edenbridge Voluntary Transport Service	Contribute to the cost of volunteer drivers' car running costs, encouraging volunteering by new drivers and supporting elderly and disabled residents of Edenbridge for their travel needs	£500	£500	£500	£500		
85	VAWK (District-wide)	Support for 5 projects: CVS, Volunteer Centres, Youth Volunteering, SAFE (Suicide Awareness for Everyone), Dial2Drive	£14,250	£13,500	£19,750	£12,000		£4,500 for Volunteer Centres, £1,000 for CVS, £3,000 for Youth Volunteering, £3,500 for Dial2Drive
92	British Red Cross	A service providing support and guidance for vulnerable people living in rural West Kent, covering all Sevenoaks parishes. Target group vulnerable older people, particularly those with dementia and their carers, those living in isolation, those in harder to reach rural areas and on limited income. Will offer: Dementia support, Falls prevention advice, access to BRC services			£5,000	£0	3	

Community Grant Scheme - Schedule of Applications 2014/15

Ref No	Name of Organisation	Purpose			Grant app. 2014/15	Suggested allocations	Reason for refusal	Notes
			2012/13	2013/14				
148	Sevenoaks Home Library Service (Sevenoaks and surrounding Parishes)	Annual costs of running and maintaining the van.	£100	£150	£100	£100		
196	Sevenoaks PHAB (District-wide)	To provide weekly varied evening activities for those in the community with a learning or physical disability	£300	£300	£400	£400		
206	Sevenoaks Volunteer Transport Group	Running costs to support volunteer hospital transport service, to provide low cost transport for elderly, infirm and disabled residents to medical appointments	£500	£500	£500	£500		
264	West Kent Mediation (District-wide)	Continued provision of a free, impartial, professional, confidential community mediation service for SDC residents. Recruiting and training new local volunteers. Contribution to family mediation service.	£5,000	£5,000	£5,000	£5,000		
310	Bridges (Edenbridge)	Sound amplification system, incorporating a permanent hearing loop. Contribution to Manager's salary as the Pop-In cannot function without the Manager.	£0	£0	£3,325	£1,000		Contribution towards Manager's salary with a focus on volunteering
323	North Kent Crime Prevention Panel (District-wide)	To give residents advice on domestic crime prevention at all levels with supporting availability of 32 crime prevention devices.	£850	£450	£1,000	£1,000		
344	Kent Friendz (District-wide)	To fund "Friday Fun Club" at Sevenoaks Leisure Centre for children and young adults with disabilities. To provide experienced and qualified staff and volunteers to run sessions, hire of premises and equipment.	1290	£500	£2,000	£1,000		

Community Grant Scheme - Schedule of Applications 2014/15

Ref No	Name of Organisation	Purpose	2012/13	2013/14	Grant app. 2014/15	Suggested allocations	Reason for refusal	Notes
404	Kent Wildlife Trust (Sevenoaks area)	To support the 2014 Festival of Wildlife at Sevenoaks Wildlife Reserve. To extend the volunteering opportunities available to better engage the Sevenoaks community	No application	300	£4,975	£1,225		
409	Leafhopper Community Support CIC (District-wide).	To provide a 2 week "Safety in Action" event to be held between 23/4 and 7/5/14 for up to 1600 Year 6 students in West Kent.	£800	£800	£1,000	£1,000		
425	Play Place Innov8 Community Interest Company (Otford, Dunton Green, Seal)	To use a converted double decker bus as a fully equipped mobile service community bus to use where venues are not available or young people hard to reach.	£0	£2,000	£4,642	£2,550		
428	Swanley Therapy Centre (Swanley & Northern Parishes)	Installing electronic shutter doors to the centre and new carpets	No application	0	£2,000	£0	4	
436	West Kent Extra	To fund a Pop Up business school in Swanley. Following taster events, outreach and local promotion, the project will pop up in a community venue, bringing skilled trainers and support over a two week period.	No application	No application	£3,000	£1,500		
443	Vitalise	Respite services for people with disabilities and carers	£0	No application	£340	£0	2	
446	Domestic Abuse Volunteer Support Services (District-wide)	To provide vital support services for women and men experiencing domestic abuse. Providing: a cost effective helpline, personal/family safety planning, signposting to other agencies, assistance with paperwork, staffing Swanly One Stop Shop	2500	£3,000	£5,000	£3,000		

Community Grant Scheme - Schedule of Applications 2014/15

Ref No	Name of Organisation	Purpose			Grant app. 2014/15	Suggested allocations	Reason for refusal	Notes
			2012/13	2013/14				
450	Edenbridge Friendz	Social club for vulnerable adults with physical and learning disabilities - more days out, facilities to learn new skills, arts, crafts, drama, technology etc	No application	0	£2,500	£0	1	
452	Sunrise Parents Advisory Committee (District-wide)	The Triple A Project - Working with families who have children or young children with ASD, ADHD, Aspergers Syndrome and other saimilar conditions. The project will offer short breaks, expert advice, guidance and support	No application	1000	£5,000	£1,000		
455	Community Futures Kent	"Count Us In" project - Project will match people with learning disabilities, multiple impairments and long term health conditions, with volunteers to help them contribute to other people in their neighbourhood.	No application	No application	£4,940	£1,300		
456	Greatness Residents' Association	To fund a skate park awareness day targeting all skatepark users, as part of the Greatness Community Big Lunch	No application	No application	£1,400	£0	8	
457	The Parents' Consortium	Youth & Kids Clubs - to provide disabled children with a variety of activities. To offer integration with mainstream young adults who act as mentors.	No application	No application	£5,000	£1,000		
458	Sevenoaks District Seniors' Action Forum	Recruitment drive to increase membership. To write, print and distribute a leaflet. Hold 8 receutment events.	No application	No application	£1,581	£0	1	

TOTAL £111,003 £54,775

Ref No	Name of Organisation	Purpose			Grant app. 2014/15	Suggested allocations	Reason for refusal	Notes
			2012/13	2013/14				

Refusal Reasons

- 1 The organisation's reserves are considered to be too high to enable a grant to be recommended
- 2 The application has not demonstrated that the project for which funding is sought sufficiently meets the priorities of the grant scheme
- 3 The available level of funding is not sufficient for the Council to be able to support this priority
- 4 This service is primarily the responsibility of another agency
- 5 This is an advice service that does not have CLS accreditation
- 6 This application is for work taking place in a different financial year
- 7 Application is ineligible under the Community Grant Guidelines
- 8 This application cannot be supported as priority has been given to applications supporting a wide area of the District

RURAL BROADBAND

Economic & Community Development Advisory Committee – 26 February 2014

Report of: Chief Officer, Communities & Business

Status: For Decision

Also considered by: Rural Broadband Working Group- 5 February
Finance & Resources Advisory Committee – 26 March
Cabinet – 10 April 2014

Key Decision: Yes

Executive Summary:

This report summarises the work that has taken place to improve broadband within the District. It also explores 5 options that Members may want to consider in order to improve services in the future.

This report supports the Key Aim of the Community Plan (Dynamic and Sustainable Economy)

Portfolio Holder Cllr. Roddy Hogarth

Contact Officer(s) Lesley Bowles - Chief Officer, Communities & Business x7335
Joe Middleton- Economic Development Officer x7128

Recommendation to Economic & Community Advisory Committee/Finance & Resources Advisory Committee: That Members views are sought on the options for future broadband provision in the District and to make any recommendations to Cabinet.

Recommendation to Cabinet:

Subject to any views of the Advisory Committees and Members views are sought on the options for future broadband provision in the District.

Reason for recommendation:

To determine how the District Council should respond to the need for better broadband in the District.

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Introduction and Background

- 1 In 2010 the government announced that it would be investing £530 million to stimulate commercial investment in superfast broadband infrastructure in rural areas.
- 2 Kent County Council were successful in bidding for £10 million from the BDUK funding; this has been combined with an additional £10 million from the KCC Regeneration Fund. Any private provider would be expected to match this. KCC entered a competitive procurement process and signed a contract with BT. The agreed targets with BT are as follows:
 - At least 95% of all properties in Kent will have access to higher speed fibre based broadband.
 - Every property in the County will be able to access a minimum of 2 mbps
 - A minimum of 91% of premises will get superfast broadband of at least 24 mbps
- 3 We have also been actively engaging with local communities to apply for funds from the DEFRA Rural Community Broadband Fund (RCBF). We have submitted a joint application with Tunbridge Wells Borough Council for funds to upgrade some of our 'hard to reach' rural areas with superfast broadband. This will benefit parts of Leigh, Chiddingstone, Penshurst, Cowden and Hever. Further information is given in the appendix to this report. This project will be delivered by BT as part of the BDUK rollout using the change control mechanism, thus avoiding a lengthy procurement process or difficult state aid sign off. A further pot of government funding will be released on the 17th March 2014. (See Appendix A and B for further details)
- 4 Members have expressed concerns that the BDUK and RCBF process will not provide adequately fast broadband services to our primarily rural District. Officers were tasked with looking at a number of options which the Council could undertake to improve broadband in the District, including those which may provide an income to the Council.
- 5 **OPTION 1 - Assist local communities in taking advantage of the BDUK and RCBF rollout .** We would continue to develop our relationship with BT and assist in delivery of the BDUK and RCBF projects.
- 6 **OPTION 2 - Work with small network providers to encourage them to invest in the District.** Develop our relationship with small private sector providers. Give them information about specific areas of the District that have subpar speeds. Put them in contact with local communities, parish councils and broadband working groups so that the companies can present to local communities.
- 7 **OPTION 3a - Invest with smaller companies to provide broadband services in the District.** Develop our relationship with small private sector providers, identify those areas with poor broadband connectivity and invest with these companies using Council funds. Those communities with continued poor speeds would get a significant upgrade. Like many investors, the Council is currently getting a poor return on its cash reserves. Investing in small broadband companies for the

remaining poor areas of coverage in the District could be a 'win-win' situation. The Council would receive a more beneficial return on its financial investment and rural communities would receive improved broadband speeds.

The Crockham Hill Community Interest Company (CHCIC) was started with a combination of KCC seed funding and considerable private investment. It delivers a wireless broadband solution with fibre backbone, which will eventually enable residents and businesses to gain speeds of over 100mb/s. So far, they have connected approximately 170 properties (both business and residential). They are currently seeking a further £100,000 funding to expand their network and reach further rural communities. The attractiveness of this model for many residents and businesses is that any profit is then redistributed in the local community.

- 8 **OPTION 3b- Invest in a Special Purpose Vehicle (SPV), which would then allocate funding to smaller companies to provide broadband services in the District.** Develop our relationship with small private sector providers, identify those areas with poor broadband connectivity and invest with these companies through the SPV. Those communities with continued poor speeds would get a significant upgrade. Like many investors, the Council is currently getting a poor return on its cash reserves. Investing in small broadband companies for the remaining poor areas of coverage in the District could be a 'win-win' situation. The Council would receive a more beneficial return on its financial investment and rural communities would receive improved broadband speeds. The fundamental difference between this and Option 3a is that this would bypass burdensome state aid regulations.
- 9 **OPTION 4 - Consider setting up a Community Interest Company to deliver broadband services.** It has been suggested by members that the District Council consider starting its own telecoms company.
- 10 **OPTION 5- Commission technical and demand surveys.** We already have information on which cabinets will be updated in the BDUK programme (**Appendix A**). However information on coverage and speeds has not been released. To better understand the future provision in the District we could get a technical broadband consultant to provide us with a study. In addition to this, it would be useful to have an in-depth needs survey for the whole District. This could then be used to attract investment and, in the future, purchased by those looking to invest so they know which areas are keen on what service.
- 11 Analysis of each of these options is given in this report and in the appendix.

Key Implications

Financial

OPTION 1 - There would be no financial implications associated with this option.

OPTION 2 - There would be no financial implications associated with this option.

OPTION 3a - In order to take account of State Aid rules we would only be able to invest in areas which were in 'market failure'. There is a precedent for this. Northamptonshire are currently out at procurement for the most rural areas which are not covered under the

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BDUK contract. A number of areas of the District are already going to be covered by the following programmes/private companies:

- BDUK or RCBF
- Gigaclear (Underriver project)
- Crockham Hill CIC
- Callflow Solutions
- V Fast

None of the areas covered by these programmes or private providers will be in 'market failure'. This is likely to leave a small proportion of the District which would be eligible for an upgrade from public funds, making this investment less attractive for the Council.

A business case would need to be procured to assess demand and the financial implications for the Council. Privately provided rural broadband is extremely expensive. As an example, the Underriver project, being delivered by Gigaclear is costing approximately £1.1 million for 1,200 rural households.

The financial return from investing in either a private company or CIC is unknown and the payback period will be over the next 10-15 years. In the case of the Crockham Hill CIC, investment by the Council in the Crockham Hill company, whilst it would enable wider reach of the project, would not produce a financial return. However, the Council may be able to help steer how the profits, which are ploughed back into the community, could be spent. We may have to commission an independent review.

OPTION 3b- Investing in an SPV would bypass many of the state aid problems mentioned in Option 3a. However, there would still be a considerable financial outlay for the Council. The SPV would still be investing considerable amounts of public money. A business case would need to be procured to assess demand and the financial implications for the Council. Privately provided rural broadband is extremely expensive. As an example, the Underriver project, being delivered by Gigaclear is costing approximately £1.1 million for 1,200 rural households.

The financial return from investing in a private company is unknown and the payback period will be over the next 10-15 years.

OPTION 4 - The Council would need to apply for an Electronic Communications Code licence which would cost the Council £10,000 for a successful application and then an annual fee, payable at the beginning of each financial year of £1000. There is no guarantee that this would be granted. Commercial providers are able to comment on the application and are known to oppose applications, particularly where they feel that State Aid regulations may apply.

As an estimate we would need four additional members of staff (a network administrator, two technical operators and a consultant to oversee and map the process). Investing in rural broadband is expensive. The approximate cost for the Underriver project (which covers approximately 1,200 households in West Kent) is £1.1 million.

Two very high profile DIY projects have failed, one of them in Kent. The financial consequences have been significant.

Digital Region was established in South Yorkshire in 2012 to deliver superfast broadband to over 526,000 homes in Sheffield, Barnsley, Doncaster and Rotherham. It was started with considerable European Regional Development Fund (ERDF) and local authority funding. The total funding was £95 million. With such funding the network expanded quickly. Unfortunately the project was plagued by low subscription rates and undercutting from competing private sector providers. The project closed earlier this year at a considerable loss to the taxpayer. It is still required to pay back the ERDF loan funding it received.

In another instance, Selling Parish Council received a £50,000 grant from Kent County Council to upgrade broadband services. They decided to embark upon a Fibre to the Premise (FTTP) solution. Three years later over £500,000 has been spent and only 36 properties have been connected to the service. Much like the Digital Region project, demand for the project was low, a number of communities were unconvinced and there was competition from larger private sector providers.

OPTION 5 - We would need to go out to tender in order to commission the technical and demand study. The financial outlay is uncertain at this time.

Legal Implications and Risk Assessment Statement.

OPTION 2- There are no legal implications or risk associated with this option.

OPTION 5- There are no legal implications or risk associated with this option.

	Risk	Effect	Mitigation
Option 1	Risk to SDC reputation if the rollout is slow or misses out difficult to reach properties	Residents are unhappy that we have not been more proactive in getting better broadband to rural areas	Work with residents to understand other broadband solutions.
Option 3a and 3b	We would be investing into a very competitive, saturated market.	The company we invest in could become bankrupt or insolvent.	A large amount of due diligence would have to be done on any company in which we chose to invest. Agreements would have to be in place with any company we invested with so that in the event of their insolvency the infrastructure (and subsequent service) would transfer to another

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	<p>Rural broadband is extremely expensive. It remains to be seen if the public would be sympathetic to the Council investing such large sums of money in relatively rural, small areas of the District.</p> <p>For 3a we may contravene State Aid regulations</p>	<p>The public may be critical of the Council spending large sums of money during a time of fiscal austerity.</p>	<p>provider.</p> <p>Public opinion would have to be monitored.</p>
Option 4	<p>We would be entering an extremely competitive, saturated market. There is a precedent for the public sector entering the telecoms market; the Digital Region project has proven a disastrous use of public money.</p> <p>The company could become under-cut by private sector providers</p> <p>Public sector models of this type face a competitive disadvantage compared with their private sector counterparts. Small providers are able to respond much faster to the market as they have a smaller regulatory burden.</p> <p>There is no guarantee we would be granted the Electronic Communications Code. The application process is lengthy, expensive and all private providers who currently have the code are asked to respond to the</p>	<p>-The company we set up loses customers and wastes taxpayer money.</p> <p>People would leave our service.</p> <p>The company becomes inefficient and unable to respond to market changes or innovation.</p> <p>The likely negative and severe response from</p>	<p>Meet with Digital Region and understand the pitfalls and risks of setting up a company to deliver broadband services.</p> <p>Prices would have to be monitored and kept competitive.</p> <p>A corporate working group would need to be created to encourage innovation and 'fast track' ideas.</p> <p>Communications would have to monitor the</p>

	<p>application in a 10 week consultation. We should expect the response to our application to be vigorous and negative.</p> <p>For this model to work we would have to take on 4-5 permanent new members of staff</p> <p>Large financial outlay. Rural broadband provision is expensive</p>	<p>both the public (cost) and the private sector will have a negative impact upon the Council's reputation.</p> <p>The trading company may not be able to afford to pay them.</p> <p>The company may become insolvent and the Council may lose the taxpayer's investment.</p>	<p>public response. We would have to meet with private providers.</p> <p>Ensure that proper risks are accounted for and understood before embarking on this type of project.</p>
Option 5	<p>It may be that, having commissioned technical and demand surveys, they show that there is no demand for broadband in addition to that being rolled out under the BDUK programme.</p> <p>It may be that companies would prefer to conduct their own technical and demand studies rather than purchase those undertaken by the Council</p>	<p>The data collected would not be valuable</p>	

Option 3a would both require some form of legal advice in relation to State Aid. Any investment in broadband over £200,000 over a two year period requires State Aid sign off. Any upgrade we would want to make would require us to contact BT in order to understand which areas are in 'market failure' to ensure that we can get State Aid sign off for any investment. The reason for this is that they are the only ones who currently hold the detailed information on which areas of the District will be upgraded using public

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money. We would need this information in order to prove that the areas we wanted to invest in fell within 'market failure'.

Option 3b would require some advice from legal and finance on the operation of an SPV.

Option 4 will be technically exempt from State Aid regulations. The reason is that the Council would set up a private company which would then borrow money from the Council to deliver the service. It remains to be seen whether a private provider would put forward a legal challenge on this model.

Equality Impacts

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 paper sets out options for future broadband provision.
b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?	Yes	Improved broadband services have the ability to be able to significantly improve well-being and access to services in rural areas of the District.
c. What steps can be taken to mitigate, reduce, avoid or minimise the impacts identified above?		The paper sets out options for future broadband provision.

Community Impact and Outcomes

Increased broadband provision throughout the District would have a beneficial impact on rural communities.

Resource (non financial)

Option 1 - No additional resource would be needed.

Option 2 - No additional resource would be needed.

Option 3a - Considerable officer time would be spent designing a procurement process, going through the Open Market Review (OMR) process and getting sign off for State Aid.

Option 3b - Considerable officer time would be spent designing a procurement process and working with the companies on delivery.

Option 4 - Considerable officer time would be spent creating a business case, which would heavily involve the finance team. We would also have to spend time interviewing for new staff, procuring equipment, mapping the network and marketing.

Option 5 - Some officer time will have to be spent tendering for the work. Officers will also have to spend time working with consultants. This should not be onerous.

Conclusions

Members views are sought on which options should be taken forward.

Appendices

Appendix A- BDUK Cabinets to be upgraded in Q1

Appendix B- Superfast Broadband Availability after BDUK and RCBF Projects

Lesley Bowles

Chief Officer Communities and Business

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Appendix A- BDUK Cabinets to be upgraded in Quarter 1 – document available on request

Appendix A- BDUK Cabinets to be upgraded in Quarter 1 – document available on request

Appendix A- BDUK Cabinets to be upgraded in Quarter 1 – document available on request

Appendix B – Document available on request

WEST KENT PRIORITIES FOR GROWTH

Economic & Community Development Advisory Committee – 26 February 2014

Report of Chief Officer of Communities and Business

Status: For Decision

Also considered by: Cabinet 6 March 2014

Key Decision: No

Executive Summary: The West Kent Partnership has prepared a statement of shared investment priorities, called *West Kent Priorities for Growth*, in order to inform:

- The development of *Unlocking the Potential*; the Kent and Medway growth strategy.
- The development of the *Strategic Economic Plan* (SEP) being prepared by the South East Local Enterprise Partnership (SELEP).
- The case for future investment from other sources as they emerge, including future European funding streams.

This report supports the Key Aim of the Community Plan (Dynamic and Sustainable Economy)

Portfolio Holder Cllr. Roddy Hogarth

Contact Officer(s) Lesley Bowles- Chief Officer, Communities and Business x7268
Joe Middleton- Economic Development Officer x7128

Recommendation to Economic & Community Development Advisory Committee that the recommendation to Cabinet be endorsed.

Recommendation to Cabinet

To approve the adoption of the *West Kent Priorities for Growth* investment document.

Reason for recommendation:

To ensure that West Kent investment priorities are included in *Unlocking the Potential*; the Kent and Medway Growth Strategy and the *Strategic Economic Plan* (SEP) being prepared by the South East Local Enterprise Partnership.

Introduction and Background

1. The West Kent Partnership has prepared a statement of shared investment priorities, called *West Kent Priorities for Growth*, in order to inform:
 - The development of *Unlocking the Potential*; the Kent and Medway growth strategy.
 - The development of the *Strategic Economic Plan* (SEP) being prepared by the South East Local Enterprise Partnership (SELEP).
 - The case for future investment from other sources as they emerge, including future European funding streams.
2. The investment plan sets out:
 - a brief summary of the current economic opportunities and challenges facing the three West Kent districts, based on the adopted West Kent Investment Strategy 2010-15;
 - the area's key locations for growth (commercial and residential), as outlined in adopted and emerging District Local Plans;
 - the key infrastructure requirements, both to bring forward specific schemes and to support wider strategic economic growth in both West Kent and other parts of Kent and East Sussex;
 - the need to invest in priorities for business, skills and communities.
3. The growth priorities for Sevenoaks District have been identified from other strategic documents such as the Core Strategy, the draft Allocations and Development Management Plan and Growth Without Gridlock (the Transport Strategy) all of which have been widely consulted. . We have consulted Members of the Economic and Community Development Advisory Committee. In addition, Sevenoaks Town Council have put forward a new regeneration project relating to Sevenoaks Town and Bat & Ball.
4. We have identified 7 strategic growth sites in the District which have been adopted in the *West Kent Priorities for Growth* document. These are:
 - Swanley Town Centre
 - Sevenoaks Town Centre and Bat and Ball
 - Sevenoaks Vestry Estate
 - Edenbridge- Station Road
 - Fort Halstead
 - New Ash Green Village Centre

5. We have also identified a number of transport and infrastructure improvements. These are:
- Addressing access constraints to the national road network in West Kent: assessment of improvements to the local motorway junctions including the M20, M26, M25 and M2/A2.
 - Reinstatement of the Tonbridge – Gatwick rail service
 - Bat and Ball Rail Station, Sevenoaks – improvements
 - Alleviate congestion in Swanley - Develop a traffic management control and introduce intelligent transport systems
 - Swanley Rail Services to be included in Zone 6
 - Superfast Broadband services across the rural parishes in West Kent
 - Business - start-up business hubs – Sevenoaks, Tonbridge, Tunbridge Wells, Fort Halstead
 - Studio School – Fort Halstead
 - Railway Bridge, Station Road (Edenbridge)- alterations
6. The purpose of creating this document is to ensure that Sevenoaks District priorities are considered for future investment. However, it should be recognised that SELEP growth priorities are likely to be for major projects rather than local improvements.
7. The South East Local Enterprise Partnership was created in 2010 to support strategic economic aims in Kent, Medway, Essex, East Sussex, Southend and Thurrock. All the LEPs have been asked to submit a Strategic Economic Plan (SEP) to the government in order to unlock investment from the Local Growth Fund. The Local Growth Fund is a pot of money specifically allocated to LEPs to boost the areas of highest growth potential and those that need to close the economic gap.
8. The full *West Kent Priorities for Growth* document is set out in Appendix A.

Key Implications

Financial

There may be minimal costs associated with printing a small number of documents but these would be within existing budgets..

Legal Implications and Risk Assessment Statement.

There are no legal implications for the Council in adopting this document.

Community Impact and Outcomes

The purpose of the document is to encourage future investment; this would benefit the economic well-being and outcomes of our communities.

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Equality Impacts

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 investment priorities do not discriminate or disadvantage different groups. Inward investment in some of these areas will significantly improve the economic prospects of the population.
b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?	Yes	The document encourages investment in some areas which are currently economically disadvantaged. Investment would stimulate and improve equality of opportunity.
c. What steps can be taken to mitigate, reduce, avoid or minimise the impacts identified above?		No steps need to be taken to minimise the above impacts.

Conclusions

Members' approval is sought for the adoption of the *West Kent Priorities for Growth* document.

Appendices

Appendix A- *West Kent Priorities for Growth*

Background Papers:

[Sevenoaks District Council Core Strategy \(adopted February 2011\).](#)

[Sevenoaks District Council Draft Allocations and Development Management Plan \(ADMP\)](#)

Lesley Bowles
Chief Officer for Communities and Business

West Kent Priorities for Growth

West Kent Partnership
January 2014



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Summary

In West Kent, we have a vision for a dynamic and well-connected local economy, to ensure that West Kent remains a key location for business success and growth and that our local population has access to quality jobs and skills.

The West Kent area has traditionally enjoyed a strong track record in attracting inward investment, developing new businesses which grow and prosper and creating new jobs for its residents. The positive economic impact of West Kent extends well beyond its administrative boundaries to other parts of Kent and East Sussex. The high level of environmental constraints in West Kent means that major new site opportunities to accommodate future growth have to be carefully planned and sensitively developed.

West Kent is primed for further growth. Through the Local Plan process, sites are identified to enable this growth to happen. We have enjoyed strong levels of market demand for the sites we plan to bring forward although there is now much greater competition across Kent for this investment. Our key locations for future growth are fully documented in this report.

There is, however, a significant threat to the continued economic prosperity of West Kent. Access to the M25, to the capital and markets elsewhere within Kent and beyond are vital issues for many local businesses who have relocated to West Kent or set up business here due to its prime location. Increasingly connectivity problems caused for example, by traffic congestion hotspots and a lack of capacity in our strategic road and rail networks is damaging business confidence and the competitive advantage that West Kent businesses have traditionally enjoyed. The need for faster broadband, particularly in our rural areas is a key issue.

Investment to overcome these growing problems is essential. We set out here what infrastructure improvements are now needed to ensure the economy of West Kent stays competitive and continues to deliver economic benefits to the wider area.

In addition to future connectivity issues, we need to invest in our local economy to provide the right support to existing and new businesses to help them prosper and grow, to help our local workforce enhance their skills and employability, provide specific support for the area's rural economy, support our town centres and Market Towns to ensure they remain competitive and attractive to shoppers and businesses, and address the needs of those who may be workless and suffer from disadvantage. A range of programmes are in progress to address these issues. We need more investment to prolong that activity to ensure long-lasting positive results and to address gaps in local provision. This paper therefore sets out the case for the need to invest to achieve future business growth, enhanced local skills, and stronger, resilient local communities.

Signature

Cllr Peter Fleming
Leader
Sevenoaks DC

Signature

Cllr Nicolas Heslop
Leader
Tonbridge & Malling BC

Signature

Cllr David Jukes
Leader
Tonbridge Wells BC

1. The Purpose of this Report

The West Kent Partnership has prepared a statement of shared investment priorities for West Kent in order to inform:

- The development of *Unlocking the Potential*, the Kent and Medway growth strategy;
- The development of the Strategic Economic Plan (SEP) being prepared by the South East Local Enterprise Partnership; and
- The case for future investment from other sources as they emerge including future European funding streams.

This paper therefore sets out:

- a brief summary of the current **economic opportunities and challenges** facing the three West Kent districts, based on the adopted West Kent Investment Strategy 2010-15;
- the area's key **locations for growth** (commercial and residential), as outlined in adopted and emerging District Local Plans;
- the key **infrastructure requirements**, both to bring forward specific schemes and to support wider strategic economic growth in both West Kent and other parts of Kent and East Sussex;
- the need to invest in **priorities for business, skills and communities**.

2. About West Kent

The West Kent Economy

West Kent has a thriving business community. The resident workforce is highly skilled, with a third of the adult population educated to degree level or above. Small and medium sized businesses thrive in West Kent with the vast majority employing less than 100 staff. Entrepreneurship is a strong characteristic of the West Kent economy with 76% of businesses employing fewer than 5 people. West Kent offers immediate access to the leading international financial centre of London – as well as significant savings on overheads including low operating costs and a skilled, competitively priced workforce compared to the City and other parts of London and the South East. An example of a sector that has already taken advantage of this is the cultural and creative business sector.

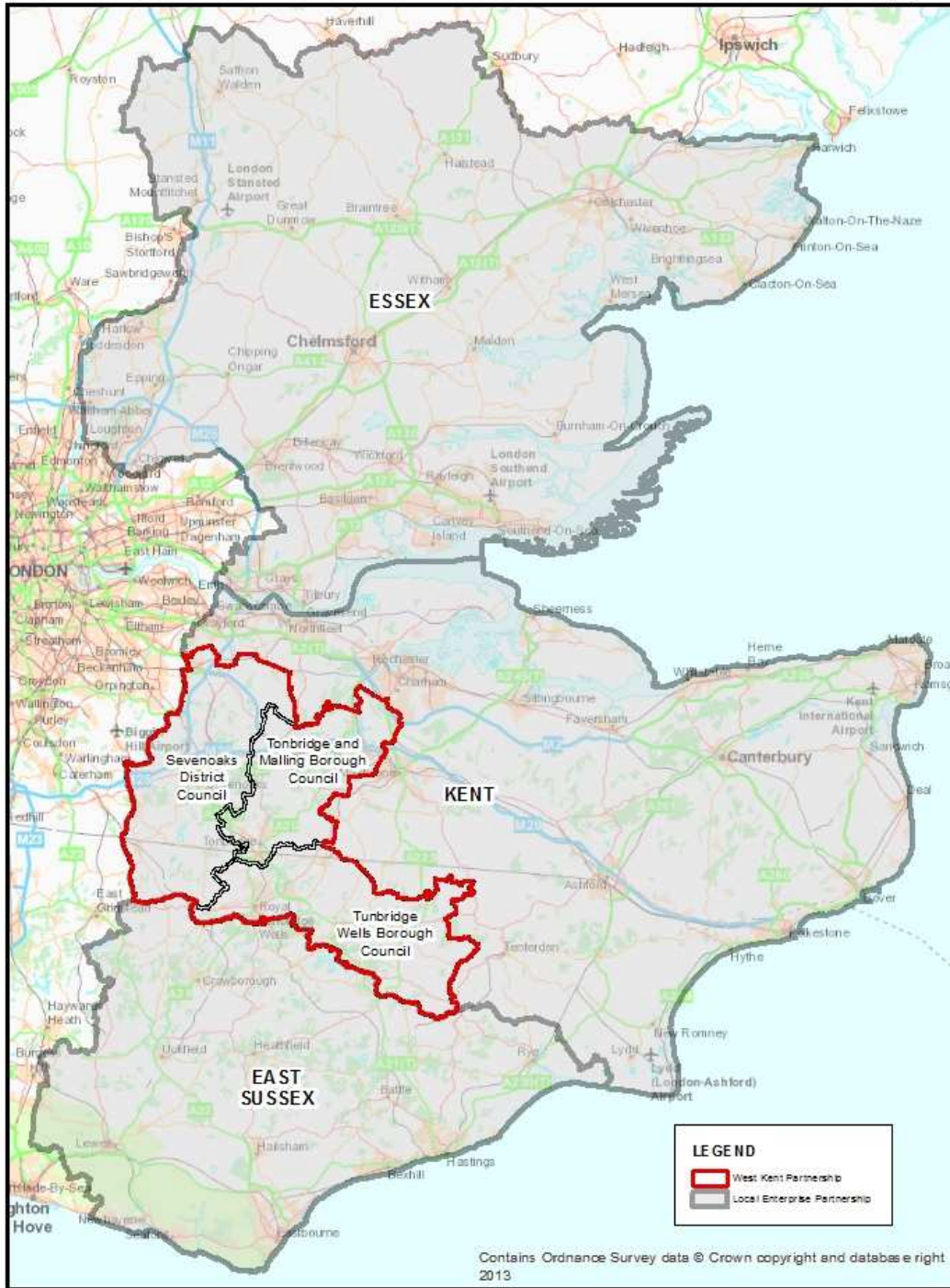
The West Kent Partnership

The West Kent Partnership is an economic and strategic partnership operating across Sevenoaks District and the boroughs of Tunbridge Wells and Tonbridge & Malling and is jointly funded by the 3 authorities. The Partnership promotes West Kent, champions key economic issues, engages with industry and business and pursues external funding to develop and deliver initiatives to support our local economy.

West Kent Investment Strategy 2010-2015

The Partnership's Investment Strategy seeks to highlight economic issues and outlines actions to ensure future competitiveness and growth is maintained. The Strategy provides a comprehensive picture of the local economy, sets a clear agenda for action and seeks to remove misconceptions about West Kent ensuring that it wins recognition of its particular economic needs.

WEST KENT PARTNERSHIP BOUNDARY WITHIN THE LOCAL ENTERPRISE PARTNERSHIP



Scale 1:638,500

Map Dated:18/09/2013

3. Economic Opportunities and Challenges

The West Kent economy has performed strongly in recent years and has been resilient in the face of increasing economic austerity and a fall in public and private sector funding. It has traditionally been regarded as the 'powerhouse' economy in Kent. However, to continue competing and growing, it is vital that we build on these areas of strength and face up to growing challenges which could impede economic prosperity and well-being.

Over the past 10 years, the West Kent economy has benefitted from the following key advantages:

- high levels of **inward investment** such as King's Hill (Tonbridge and Malling), North Farm Industrial Estate (Tunbridge Wells) and Blighs (Sevenoaks) with scope to attract high value businesses relocating from London and elsewhere
- a number of **key sectors** including software and media, science and engineering, higher value horticulture and land-based industries and the knowledge economies with strong growth potential
- a strong base of **very highly skilled and motivated workers**. Over 38% of workers in the area have qualifications at NVQ4 and higher level. This is far above the UK and South East average
- **consistently low levels of unemployment** assisted by targeting unemployment hotspots and initiatives such as the very successful 100 in 100 apprenticeship scheme
- a strong and resilient **SME sector** which represents the backbone of the West Kent economy with 84% of employees in firms of 10 or less. This sector is of higher value locally; more small firms survive for longer and grow here than in other parts of Kent and there is scope for higher value home-based businesses to be created due to the number of local higher skilled residents
- a number of big employers that are both **award winning and innovative**
- **accessibility** to London and wider markets in Surrey, Sussex and North and Mid-Kent
- delivery of **high quality housing** meeting local needs
- new **PFI Hospital** at Pembury and a number of new academies
- excellent **cultural and leisure facilities** with local attractions for both residents and visitors
- a good local **quality of life**, striking an appropriate balance between **accommodating growth** in a sustainable way whilst recognising and continuing to protect the area's high quality and sensitive local environment.

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However, the West Kent economy underperforms in comparison with the South East region. In 2008, West Kent GVA per capita was only 74% of the South East region average. To continue to thrive, **further targeted investment to support the West Kent economy is now needed**. Without such investment, there is a genuine risk that economic growth will not be sustained. Going forward., we need to ensure that the West Kent economy continues to grow, create new jobs and attract inward investment. It is vital that we build on the area's economic strengths and tackle the challenges which could impede future economic prosperity and well-being.

The following opportunities need to be pursued to ensure that the West Kent economy continues its tradition of strong output and job creation:

- unemployment has been traditionally low and the area has a very highly skilled workforce. We must continue to develop the local work force so that employers do not face **recruitment problems and a lack of skills**. There is already evidence that there is a need for basic **work readiness skills** and we need to work with local education providers to ensure that **basic qualifications** are attained.
- West Kent is an area of some affluence and has strong economic output. We must ensure that areas in West Kent with **pockets of deprivation** attract investment, create jobs and a suitable living environment. where there are higher levels of worklessness and low levels of educational attainment
- a significant proportion of the local workforce has high level skills (NVQ 4 and 5). A substantial minority (20%) **don't possess basic qualifications** (NVQ level 1) and **lack basic work readiness skills** which is a barrier to growth
- Many young people from West Kent move into Higher Education but **do not return to local jobs after graduation** because of high local house prices. In addition, higher level skilled staff are being lost to London due to high rates of **out-commuting**, leaving local business without a pool of new graduates and the skills they have to offer. We must ensure that West Kent is attractive to graduates and other highly skilled workers.
- We have an **ageing population** which is growing more rapidly than in the wider South East and UK with little prospect of a significantly increasing workforce in the next 20 years. Consequently, there will be additional skills shortages and we must ensure that people in West Kent have the right skills.
- We have a high quality local environment which is attractive to a large number of multinational companies. We need to ensure that there a sufficient range of **good quality and adequately serviced sites and premises** to ensure West Kent's capacity to promote start-ups and existing local businesses is not constrained.

- We must ensure that our attractive range of **market towns** continue to maintain an attractive retail offer.
- There is an urgent need to tackle **sub-standard broadband services**. Broadband is a vital amenity for West Kent's rural business community and poor speeds have an adverse impact on competitiveness. A private firm is investing £1.1 million into improving **rural broadband** in rural West Kent. We want to attract more investment in this vital amenity to boost economic growth in our rural areas.
- Parts of West Kent have good access to the motorway network and train links. . A key issue for West Kent businesses and for new companies being created or who are considering a relocation to the area is **maintaining and improving local connectivity**. One of the major risks to the future health of the local economy is that of road and rail capacity. Despite proximity to major motorways, the **growing instances of local delays and congestion** can adversely affect both employees who need to commute to and from work and those businesses relying on quick delivery and/or response times.
- Poor local transport networks along with delays and increased journey times could significantly hold back improvements in local business confidence and adversely affect future economic growth. We need to
 - improve north-south links and transport congestion at peak times on local routes such as the **M20, A21, A26, A228 and access to M25/M26** which could increasingly impact on both West Kent and the coastal area to the south of West Kent.
 - Enhance **local rail services** into London to better compete with those now provided by the HS1 service from North Kent, Ashford and East Kent and reduced commuter journey times that are now available.
 - Attract **additional investment** to relieve local bottlenecks, address congestion and capacity issues and improve local rail services into London is now needed to prevent these matters becoming a major barrier to local economic growth.

West Kent SWOT Analysis

<p>Strengths</p> <ul style="list-style-type: none"> • Strong base of highly skilled and motivated workers • Proximity to financial centre of London • Entrepreneurial track record and culture • Attractive sites for relocating businesses • Embedded and successful sub county partnership • High quality of life, cultural and leisure facilities • Vibrant key sectors • Resilient SME sector • Good connectivity by road and rail • New PFI hospital at Pembury • Good business start up rate with high survival rates 	<p>Weaknesses</p> <ul style="list-style-type: none"> • Traditional economic strengths under erosion • Infrastructure investment elsewhere in county • High level of environmental constraints • Significantly lower GVA than South East average • Pockets of deprivation that can fall below radar • 20% of workforce lack NVQ level 1 and basic work readiness skills • No University campus to develop links to businesses • High levels of out commuting for work • Relative shortage of good quality sites and premises • Lack of investment in north south road links
<p>Opportunities</p> <ul style="list-style-type: none"> • low level investment can unlock development • strong entrepreneurial culture • embedded and successful sub county partnership • attractive relocation sites • Escalate to support potential High Growth businesses • A21 dualling will relieve local congestion • future European funding programmes – ie Leader, • Development of supported business premises around key sectors • Streamline business/skills providers relationships 	<p>Threats</p> <ul style="list-style-type: none"> • traffic congestion hotspots • lack of capacity in strategic road and rail networks • recruitment problems and skills shortages • High local house prices • Aging population • Empty properties and lack of private sector investment undermining retail offer • Significant rural economy disadvantaged by poor broadband services • Commuting times to London poor

Summary:

West Kent has traditionally enjoyed a vibrant local economy. We are considered a ‘powerhouse’ economy within Kent because we create jobs, attract inward investment and have a highly skilled labour force.

West Kent’s economy is a vital part of the wider Kent economy. Investment is required to ensure that prosperity generated in West Kent benefits West Kent and continues to extend to, and benefit, many other parts of the County.

To ensure the area makes a strong and durable recovery from the recent economic downturn, targeted investment is now required.

Investment is required to unlock a number of economic ‘bottlenecks’ which currently have the potential to stall progress and more rapid growth.

Investment in transport infrastructure is needed to relieve congestion, improve journey times and enable local businesses to be more competitive.

Investment to support entrepreneurship and to help businesses to move into growth is needed to create a sustainable increase in jobs.

4. Action Achieved to Date

Despite the impact of the recession, the West Kent economy has proved to be resilient. Between 2010 and 2011, some 280 new businesses have been created locally, an increase of nearly 17%. Survival rates of those businesses are some of the highest in the County.

The traditional strength of the West Kent economy has had significant positive impacts on those areas that adjoin West Kent. There is a high level of inward commuting to West Kent (over 17,000 people commute daily into the area from Swale and the Medway Towns, for example). Many local firms rely on connections and supply chains between West Kent, the south coast, Surrey and Greater London and this supports job creation both within and well beyond West Kent.

The West Kent Partnership is working to continue to improve, expand and support its local economy to the benefit of West Kent residents and existing businesses. This will also bring about a positive economic influence on those living or operating businesses in adjoining areas, including those parts of Kent which face more economic challenges. The Partnership has been working with relevant organisations to deliver actions in the West Kent Investment Strategy since its adoption in late 2010. Significant progress has been made in the following areas:

- a successful campaign delivering the Planning Inquiry and securing funding for the dualling of the A21 between Tonbridge and Pembury
- a successful bid made to the Regional Growth Fund for the Escalate programme in partnership with KCC and East Sussex which will bring £5.5M of loan funding for small businesses with growth potential
- investment of £1.25M into the rural economy via the Leader programme generating overall investment of £3.4M.
- commissioning of a new range of business support initiatives delivered consistently across West Kent to promote business growth, entrepreneurship and to address worklessness
- ongoing activity to secure broadband improvements across the area via the BDUK and other rural initiatives
- successful completion of a 100 in 100 campaign to encourage 100 local businesses to offer 100 apprenticeships to local young people.

The West Kent Partnership continues to monitor implementation of the West Kent Investment Strategy and to plan for emerging issues.

The attraction of further external funding to the area will be the crucial driver through which additional, targeted interventions can be achieved. Unlike other parts of Kent, where there is a need to address market failure to unlock the development of major development sites, a significant economic return in West Kent can be delivered

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without the same level and volume of major financial investment. The need for further infrastructure and business investment in the West Kent area is driven by considerations of proportionality and value for money. Unlocking West Kent's potential is therefore different to unlocking potential in other parts of Kent.

Smaller scale, targeted investment, focused on tackling congestion hotspots and promoting business growth opportunities that are designed to generate the maximum local economic benefit, will enable the West Kent economy to continue to grow and develop. This will also enable that benefit to have maximum economic 'spread' to other areas. Addressing the key challenges, as outlined above, will be the essential key to unlock West Kent's future economic potential.

5. Key Locations for Growth

The market has been able to support investment in West Kent due to stable land and property prices and consistent levels of demand for property due to its high quality environment and proximity to the London catchment. Small amounts of investment are often able to support high value development.

Environmental constraints across West Kent limit the number of available sites for new development and planning policies are in place to ensure that employment sites continue to be available. It is vital that where such sites can be accommodated without undue environmental impact via local planning processes, they are supported by the necessary infrastructure. This applies to specific sites and across the wider West Kent area so that they fully realise their potential and generate maximum local economic benefit.

What is now more important to the future health of the West Kent economy are the key infrastructure constraints related to key motorway and primary road junctions, poor public transport services and connectivity, access to town centres, flood alleviation and communications including local broadband services, which, together, can create an image of congestion, lack of mobility and access for businesses, and unacceptable delays. For example, the benefit of investing in local infrastructure has recently been demonstrated by a survey undertaken by the Federation of Small Businesses in relation to the announcement that the A21 dualling at Tonbridge is to proceed. Three quarters of those surveyed indicated that an improved A21 would have a beneficial impact on their business. One business reported that better connectivity to the southern section of the M25 would enable them to win additional contracts.

Maintaining growth planned across West Kent will bring major benefit to the wider Kent and East Sussex economies. However, that benefit will only be realised if the planned levels of growth to be accommodated locally is supported by:

- Investment in key infrastructure improvements across the West Kent area to maintain mobility, relieve congestion and delays, which impact on business confidence and growth, and to facilitate the new development needed to provide sufficient opportunities to meet business and residential needs
- Continued investment to support the West Kent economy to retain and increase local employment provision, support local business growth and provide help for those wishing to enter into the local employment market.

A summary of the key locations for future growth across the West Kent area follows below. The details of each location, and any potential infrastructure constraints which affect delivery, are included in Annex A.

Tonbridge and Malling:

Kings Hill (TM1) - The Kings Hill development near West Malling is a major mixed use redevelopment of a former aerodrome. The redevelopment began in 1999 and to date nearly 2,500 houses and nearly 86,000sqm of employment floor space have been built along with community facilities, schools and a small retail centre. A further 417 residential units with planning permission are expected to be completed up to 2015/16. There are also permissions for a further 100,000sqm of employment floor space in place, but unimplemented. In May 2013 an outline application for a further 975 houses, with a new primary school, linear park and petrol filling station was submitted. If granted permission this would leave approximately 8.5 hectares of employment land or 24,000sqm of employment floor space. The site generates significant traffic movements at Junction 4 of the M20.

Peters Village, Wouldham (TM2) - Outline planning approval for the construction of a new village of 1,000 residential units and a new rail/river bridge to access the development from the A228. The net area of development is approximately 35.05 hectares (86.61 acres) of which 11.1 hectares (27.3 acres) is set aside as public open space. The new village will also include a new primary school, a local centre next to the river including: community centre, police post, medical centre, ambulance post, shop, public house and employment units, new areas of open space and playing fields, a new riverside walk and protection and management of the Peters Pit nature reserve. The site will generate additional traffic movements on the A228 and at junction 4 of the M20.

Isles Quarry, Borough Green (TM3) - Erection of 171 dwellings, creation of 6.82 ha of public open space including local area of equipped play (leap), new vehicular access onto Haul Road. Provision of access roads, footpaths, landscaping and all associated infrastructure, removal of bridge deck to Isles Quarry East.

Preston Hall (TM4) - Redevelopment of Preston Hall a grade II listed building and former hospital and adjacent land in the ownership of the NHS and the Royal British Legion for approximately 245 dwellings with associated improvements to the local road network and internal road layout.

Tonbridge Town Centre regeneration project (TM5) – a major investment in the centre of Tonbridge to be delivered partnership with Sainsburys to deliver a new food store, additional non food retailing, a multiplex cinema, restaurants, additional car parking and a petrol filling station. The Angel Leisure Centre will be demolished and new community leisure provision built on a site in Bradford Street to the west of the High Street.

East Malling Research (TM6) – investment to create a state of the art horticultural research laboratory 'M9' building on the organisation's international role in horticultural innovation.

Sevenoaks:

Fort Halstead (S1) – A former MOD site which currently employs over 1,000 people. A major use is due to relocate from the site which would provide a major redevelopment opportunity and scope to increase the employment and housing potential of the site. There are potential traffic impacts on the M25 and A224.

Broom Hill (S2) – A key employment development site located close to the M25/M20 junction which has the potential to support the economic regeneration of Swanley, an area of high unemployment and deprivation. Any development would need to address local traffic impacts and congestion issues.

Swanley Town Centre (S3) – scope for a mixed use redevelopment to provide a combination of additional retail, offices, residential and community facilities.

New Ash Green Village Centre (S4) – regeneration of the 1960s town centre to provide additional employment opportunities, residential development and an enhanced retail offer.

Vestry Estate, Sevenoaks (S5) – an existing business estate close to the M25 with scope for redevelopment including provision for medium and small businesses and start-up facilities. Access via the A225 would need upgrading.

Edenbridge, Station Road (S6) – an existing employment site with scope for new development including small and medium sized businesses and start-up facilities. Currently constrained by the low level rail bridge which inhibits access for larger vehicles.

Sevenoaks Town and Bat and Ball (S7)- a key employment site in the District. Further growth will be needed over time if the town is to maintain its position relative to other centres. An area of importance is the regeneration of Bat and Ball and the associated railway station to continue to support growth in the area surrounding Sevenoaks Town. Bat and Ball has an issue with empty premises and suffers from traffic congestion

Tunbridge Wells:

Royal Tunbridge Wells town centre (TW1) - a range of housing employment and mixed use sites being brought forward via the Local Plan some of which will need capital investment to unlock local infrastructure constraints. Potential to deliver 2445 new homes and a further retail provision of 24,000 sqm to 2021 and a further 21,000 sqm to 2026.

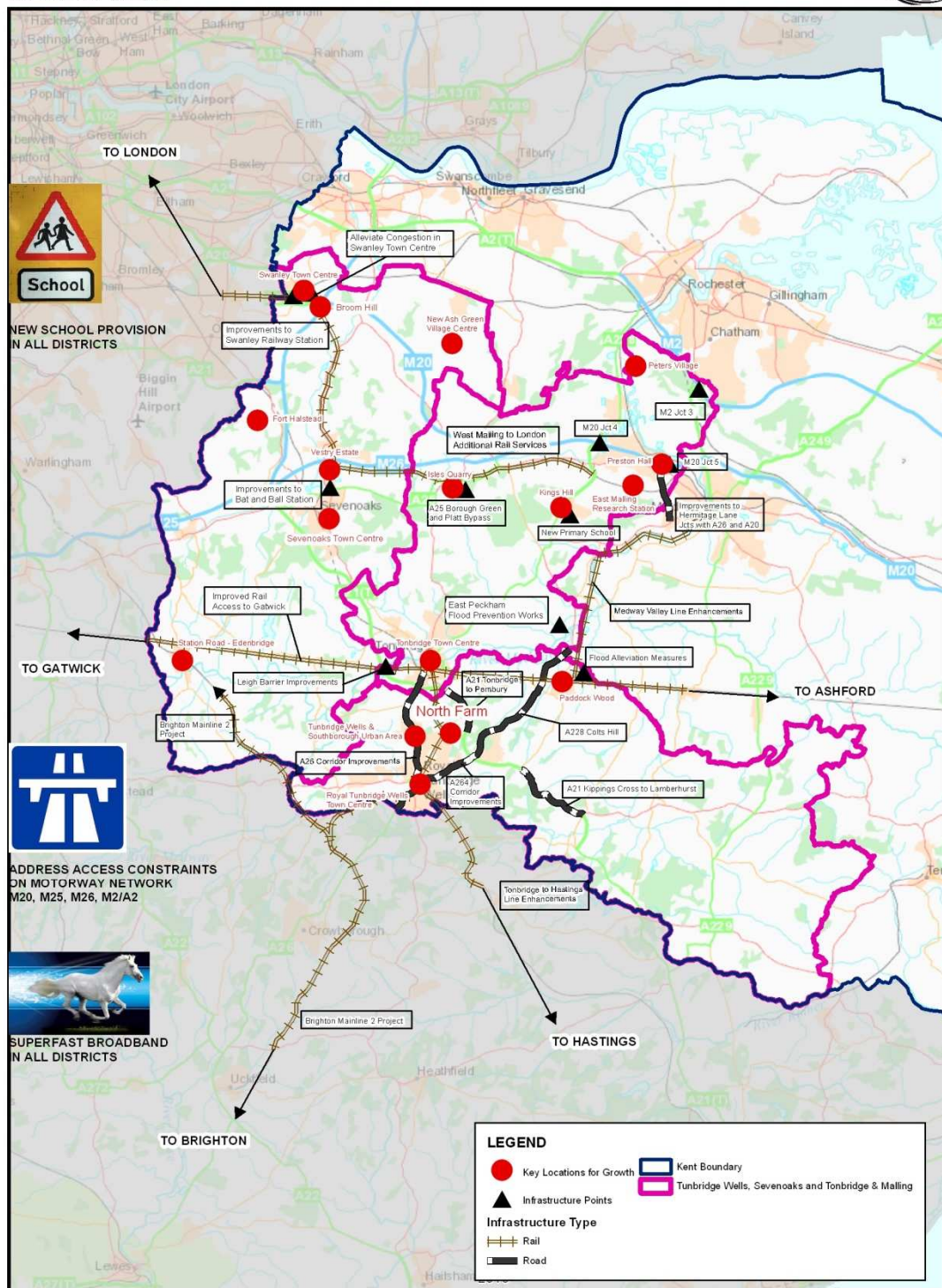
North Farm (TW2) – new land allocation for employment purposes adjacent to the North Farm/Longfield Road Key Employment Area which may also include business hub/incubator provision.

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Paddock Wood (TW3) – identified in the Core Strategy as a key location for growth including 650 additional homes and additional employment provision. Capital investment required to address flood alleviation/surface water flooding.

Tunbridge Wells Urban Area/Southborough (TW4) - delivering employment, residential and mixed use sites which are allocated within the draft Site Allocations DPD. Some key sites have specific infrastructure challenges which will impact upon the viability of delivering the proposed land uses, whilst also satisfying a full requirement of planning obligations. The Council will seek appropriate opportunities to secure additional capital funding to unlock sites as required.

KEY LOCATIONS FOR GROWTH AND INFRASTRUCTURE REQUIREMENTS IN WEST KENT



Scale: 1:302,282

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Map Dated: 13/01/2014

6. Key Infrastructure Requirements

The key infrastructure requirements identified to address constraints across West Kent are detailed below. Further development and growth across West Kent are likely to exacerbate existing problems particularly where the area's Key Locations for Growth (Section 4) have a direct traffic generating impact on these roads.

- **A21** - Delivery of Tonbridge to Pembury A21 dualling. Funding has now been identified in the CSR (£92m). However, the funding does not currently match the DfT estimate from Dec 2012 (up to £118m), so this remains a priority until there is full clarification of how the funding allocated will deliver the scheme and the Planning Inspector and Secretary of State approve the scheme.
- **A228 Colts Hill Strategic Link**, significant constraints on north-south traffic flows between the M2/M20 and the A21
- **M20 Junction 4** – lack of capacity resulting in congestion and delays and acting as a serious constraint to local housing and employment development
- **M20 Junction 5** – peak hour congestion which will constrain development proposals at Preston Hall and Hermitage Lane (Maidstone BC)
- **M2 Junction 3** – capacity improvements required to accommodate growth including Rochester airport
- **Lower Thames Crossing** – Option C and Variant would have significant impacts on A227/A228/A229 corridors. If the Government is minded to adopt this route improvements along those corridors would be a priority.
- **Addressing access constraints to the national road network in West Kent:** a cause of significant congestion in a number of locations which limits mobility and hinders employment and growth. Further assessment to be undertaken of the potential benefits and impacts of improvements to the local motorway junctions including the M20, M26, M25 and M2/A2.
- **A21 corridor** – dualling of the section between Kippings Cross and Lamberhurst to promote better north-south access between West Kent, East Sussex and Hastings
- **Longfield Road, North Farm Estate** – increase in road capacity required to relieve existing congestion and support future development of this Key Employment Area
- **A26 and A264 corridor improvements** – including the introduction of Park & Ride services and a package of improvement measures to alleviate congestion and air quality issues
- **Improvements to Hermitage Lane and junctions with A26/A20** subject to the inclusion of an enhanced housing development in the Maidstone Borough Local Plan

- **A227 (A25) Borough Green and Platt bypass** – to relieve access constraints to the M20, M26 and M25 motorway network and address air quality issues along the A25 corridor
- **Alleviate congestion in Swanley** - Develop a traffic management control system and introduce intelligent transport systems that cover the high volume road network in Swanley.
- **Alleviate congestion in Bat and Ball - improvements to the Bat and Ball junction.**
- **A225 - Improvements to prevent congestion at the entrance to the Vestry estate.**
- **Rail Infrastructure improvements**
 - Improving rail access to hubs/economic centres, including Tunbridge Wells, and Maidstone
 - Reinstatement of the Tonbridge – Gatwick rail service
 - Enhancements to the Tonbridge to Hastings line to reduce journey times and improve capacity and reliability; Replacement of the single road tunnel bridge at High Brooms (phase 3 of KCC master plan for North Farm highway improvements)
 - Enhancements to the Medway Valley line services, including improved frequency between Maidstone and Tonbridge, and development of the High Speed services.
 - Enhancements across the network to improve access and connectivity to the rail network
 - Consideration of the Brighton Main Line 2 proposals
 - Improvements to Bat and Ball Rail Station
 - Including Swanley Rail Services in Zone 6
- **Flood mitigation**
 - Surface water flood alleviation for Paddock Wood
 - East Peckham – additional protection works required to protect the village from future river flooding.
 - Half life rebuild of the Leigh Flood Barrier to ensure continued flood protection beyond 2030.

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- **Broadband**

- Delivery of superfast Broadband services across the rural parishes in West Kent to enable business growth building on the BDUK initiative

- **Other**

- New school provision as set out in the KCC Education Commissioning Plan 2012-17, including a further Primary School for Kings Hill.
- Studio School – Fort Halstead (14-19 Science and Engineering)
- Start-Up Business Hubs – Sevenoaks, Fort Halstead, Tonbridge, Tunbridge Wells.

7. The Need for Investment – Business Growth, Skills and Communities

In addition to improvements in road and rail infrastructure, the future health of the West Kent economy, including its businesses, the skills of the local workforce and the health of its retail and business centres and local communities, depends on additional investment being made to address the economic challenges set out in Section 3 of this report and building on the wide ranging initiatives now being progressed as described under Section 4. The West Kent Investment Strategy has identified a number of future actions to address the identified economic issues facing West Kent and a review of the WKIS Action Plan will be undertaken to reflect the suggested priorities set out below. In addition to national and regional initiatives and programmes, the Investment Strategy seeks to meet local gaps in support considered critical to ensuring continued business growth and shared economic benefits.

Promoting Entrepreneurship

More needs to be done locally to encourage people to start their own business and to help small businesses survive and expand. A uniform range of Business Support Services have now been jointly commissioned across West Kent funded by Kent County Council and districts to provide:

- additional 1-2-1 advice services in locations close to those who need them;
- a range of business support workshops focusing on topics that businesses say are required; and
- targeted support for those without jobs who might be considering self-employment as an option.

These important programmes will require additional funding from 2015 to ensure their longer term sustainability. In addition, there is an urgent local need across West Kent to establish a network of Start-up Business Hubs to enable entrepreneurs to get access to both affordable office accommodation and on-site support from business mentors. Locations for these hubs will include Fort Halstead, Sevenoaks, Tonbridge and Tunbridge Wells.

Supporting Business Growth

Indigenous business growth will be a key economic driver for West Kent. Supporting and retaining existing businesses and providing space for them to expand and grow is a key future objective. There are also a significant number of businesses based at home in the area that need specialist support. Work is already underway across West Kent to provide support to two key sectors of the West Kent economy:

- specialist advice and support for rural businesses and land-based businesses including forestry and farming; and,

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- support to meet the specific needs of micro-businesses based at home.

The need to support and nurture businesses with high growth potential is also a major priority for West Kent. Having successfully bid for £5.5M of loan funding aimed at this sector from the Government's Regional Growth Fund, the Escalate Programme will be formally launched later this year. Further support for this sector to build on that programme and encourage more local firms to 'go for growth' with the right help and support to achieve this will be needed. Support for green energy initiatives adopted by local business is also required.

Whilst some provision of supported business premises exists in West Kent, there is considerable scope for further provision to be made to assist young businesses wishing to expand and take up accommodation for the first time. Business incubator provision will require joint working with private sector partners with support from public sector funding sources to ensure any proposed scheme is viable and deliverable.

It will also be important to focus economic initiatives on supporting business and developing skills in those sectors important to the wider West Kent economy. An analysis of local clusters in both employment and business stock indicates that the following sectors are most prominent in West Kent and therefore require a particular focus:

West Kent's Key Sectors

Creative/Media industries
Science and Engineering
Land-based/Horticulture
Construction
Retail and Distribution
Financial Services
Social Care
Tourism/Hospitality

Additional funding from RGF, ESF and ERDF programmes is required to enable these important business support initiatives to be sustained and further developed.

Developing Skills

The West Kent Investment Strategy seeks to strengthen the area's skills base by addressing issues of work readiness and employability skills, increasing the numbers of those with a Level 2 qualification and above, strengthening local HE provision to increase skills at Levels 4 and 5 and helping to retain local graduates and assist them into local employment opportunities.

Whilst some progress has been made towards achieving these aims, considerable work still needs to be done to provide a consistent programme of support for skills development across the West Kent area. Specifically, a range of targeted local initiatives developed with the support of local delivery partners, are required to address current gaps in learning and skills development activities currently operating in the area. These include

- a need to focus on the future skills needs of West Kent key economic sectors (as listed above) to develop bespoke local learning and training programmes to aim to meet their current and future employment needs. This will require joint working between sector representatives and learning providers to develop a programme which addresses the need for 'skills for business' embracing skills development for both young people and adults keen to retrain/re-skill;
- To develop a dedicated resource and West Kent programme as a single point of contact to forge closer and effective links between education/learning providers and local businesses, including addressing the need to promote apprenticeships, work experience and internships relevant to the needs of local employers;
- A new focus on the delivery of vocational learning and training opportunities for those 14-18 year olds still in education, for vulnerable groups, and for the 18-24 age group wishing to gain access to local employment opportunities potentially via the establishment of studio schools and university technology colleges
- Explore the concepts of 'youth employment zones' and a West Kent 'youth pledge' to focus on the specific needs of those young people not in education, employment or training (NEET) including those aged 18-24 addressing the need to develop better employability skills and work readiness
- promote entrepreneurship as an employment option for both young people and adults currently not in work via specialist support
- develop a programme to seek to attract and retain graduates across West Kent to meet the needs for higher level skills amongst local businesses, building on existing programmes such as 'GradKent' and expanding university initiatives into the West Kent area such as the Canterbury Christ Church's Academic Business Partnerships. There is a need to develop outreach support and local incubator/innovation facilities in West Kent, an area where a university presence is not yet established.

It is proposed that these needs are addressed initially through joint working led by a partnership of local learning providers, representatives from West Kent's key economic sectors, and relevant support agencies. The important role played by local FE provision at K College, North West Kent College and Hadlow College needs to be strengthened and expanded. This group would be tasked to develop an action plan to overcome problems of fragmentation in delivery of skills across the sector and

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address the lack of any overall focus to the delivery of skills improvement across the West Kent area.

Developing Skills – Future Funding Requirements

Funding for two new programmes will be required to meet the above challenges. A West Kent Education 4 Business Programme will aim to forge more effective links between education providers and local businesses to ensure the right skills are available in the local workforce to meet local business needs. There needs to be an emphasis on the development of more vocational skills via bespoke learning programmes for those aged 14-18 potentially delivered by studio schools. In addition, more work needs to be done to address more specialist skills needs across West Kent, in particular, the skills needs of those sectors which dominate the West Kent economy. It is envisaged that this work will be taken forward by a new sector-led skills initiative for West Kent. Funding for these important programmes and initiatives will be required for the period 2015-2020 and potentially beyond.

Supporting the Rural Economy

The rural economy of West Kent, including businesses located in rural communities, and those based from home as well as the land-based sector, presents a unique set of challenges. Rural employment needs to be supported and at the same time, positive management of rural landscapes of West Kent needs to be promoted. The West Kent LEADER programme has been instrumental in bringing much needed grant support to this diverse sector. A new LEADER programme for 2015-2020 is therefore a priority and, in addition, we need to build on and develop the support and advice services available to rural businesses, which have recently been commissioned.

Addressing Pockets of Deprivation

There is a common misconception that all of West Kent is a highly affluent area. Whilst this is true for the majority of the area, high levels of affluence masks the fact that a number of communities across West Kent are more deprived. Whilst the geographical extent of that deprivation may be less when compared, for example, to coastal parts of Kent, the families and individuals in our more deprived communities suffer exactly the same range of inter-related problems and circumstances that are suffered by those living in the most deprived parts of Kent. In these areas of need, there are high levels of worklessness and general economic disadvantage. Our approach in West Kent is a highly targeted one focused on those localities most in need. Parts of the following West Kent communities are the most deprived: Snodland, East Malling, Trench (Tonbridge), Swanley, Edenbridge, Sherwood, and Broadwater. In these locations, further investment is required to build engagement with those families most in need and to strengthen community pride and resilience. A new West Kent Communities programme to address the above issues is urgently needed. Sustainable funding is required to enable a longer term and more consistent approach to tackling the root causes of deprivation in the community in West Kent which are most in need of support.

Town Centre Regeneration and Market Towns

The West Kent area is home to a large number of attractive market towns including the more major towns at Tonbridge, Sevenoaks, and Royal Tunbridge Wells and the smaller towns of Cranbrook, West Malling, Borough Green, Westerham, Paddock Wood and Edenbridge. Further investment will be required in these centres to ensure their viability is maintained enhanced. This will require working with local chambers of commerce, town teams and local trader associations to identify a range of local projects for each centre which recognises both their potential and their individual identity. A market town support programme, providing funding for small scale capital and revenue investments, and which reflect local needs and priorities will be required.

The three principal towns of Sevenoaks, Tonbridge and Tunbridge Wells also require further investment in order to safeguard and enhance their roles as hubs for key retail and business activities. A major redevelopment of the Botany area in Tonbridge is currently being taken forward. Further investment in transport infrastructure to support this redevelopment will be required. Tunbridge Wells has the potential to develop further as a new for Cultural and Learning activities involving creative businesses, arts and education. A bid to the Heritage Lottery Fund for a new centre on Monson Road is being progressed. Further development of Sevenoaks town centre is taking place and additional opportunities for development are being identified via the Local Plan process.

Affordable Housing

The continued provision of affordable housing for rent and shared equity/ownership to meet the needs of key workers across West Kent is a high local priority. There is a need to ensure that existing local firms and businesses relocating to the area have access to sufficient local labour to meet their future staffing needs. The high cost of housing locally across the area, an issue that particularly affects West Kent more than many other areas of the County, causes recruitment difficulties, particularly for firms wishing to recruit staff with intermediate and higher level skills. Recruitment of staff with technical level skills is also problematic as those who are unable to afford home ownership and tend to relocate to areas of cheaper housing to gain access to the housing market. There is therefore a need to introduce additional options locally to enable lower paid workers access to housing including shared ownership and shared equity models.

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ANNEX A – Proformas Supporting Key Locations for Growth

KEY GROWTH LOCATION: KINGS HILL - TM1

Scheme description
<p>The Kings Hill development near West Malling is a major mixed use redevelopment of a former aerodrome. The redevelopment began in 1999 and to date nearly 2,500 houses and nearly 86,000 sq.m of employment floor space have been built along with community facilities, schools and a small retail centre.</p> <p>A further 417 residential units with planning permission are expected to be completed up to 2015/16. There are also permissions for a further 100,000 sq.m of employment floor space in place, but unimplemented (comprised within Phase 2 approved in 2004/2005).</p> <p>In May 2013 an outline application for a further 975 houses, (in lieu of land allocated for B1 use) with a new primary school, linear park and petrol filling station was submitted. The application site includes the site of the Kent County Council County Supplies Depot and some of the allocated employment land. If granted permission this would leave approximately 8.5 hectares of employment land or 24,000 sq.m of employment floor space. (Phase 3)</p> <p>The Phase 3 application has not yet been determined..</p>
Employment outputs
<p>If all of the employment floor space with planning permission were to be developed and taken up this would generate an estimated 10,000 additional jobs. However, current occupancy rates are approximately 78% and there are a number of leases coming to an end in the next year or so that may increase the vacancy rate, so there are no plans currently to create further employment development.</p> <p>If the current planning permission for change of use is approved the retained employment floor space would generate approximately 2,200 jobs.</p> <p>There would also be short term employment opportunities arising from construction.</p>
Housing outputs
<p>417 additional units from the existing permissions with up to a possible extra 975 subject to planning permission being granted for Phase 3.</p>
Planning policy status
<p>The outline planning permission for additional residential uses on land allocated for employment uses is contrary to the development plan.</p>
Unlocking infrastructure required
<ul style="list-style-type: none"> • None for the remaining 417 new homes with planning permission, subject to S106 agreements being implemented. • Infrastructure requirements associated with the new outline planning application are yet to be decided and will need to be assessed in the knowledge that the Phase 2 permission include infrastructure improvements to serve the land currently allocated/permitted for B1 use which is proposed, in the Phase 3 application, to be used for housing.
Indicative infrastructure funding gap (based on requirements above)
<p>Unknown</p>
Additional delivery constraints
<p>Unknown.</p>
Delivery timetable
<p>To 2015/16 for remaining housing with pp.</p> <p>975 additional homes would take approximately 10 years to develop.</p>

KEY GROWTH LOCATION: PETER’S VILLAGE WOULDHAM - TM2

Scheme description
<p>The submission of the planning applications for the village and the bridge followed a long period of study of the site and surrounding area. The study looked at environmental issues such as ecology, landscape, transport and land contamination. Outline planning approval for the construction of a new village of 1,000 residential units was granted by Tonbridge and Malling Borough Council. Detailed planning permission was required for the new bridge, and it was granted jointly by Tonbridge and Malling Borough Council and Medway Council in May 2006, as the new bridge crosses the boundaries of the two local authorities.</p> <p>The net area of development is approximately 35.05 hectares (86.61 acres) of which 11.1 hectares (27.3 acres) is set aside as public open space. The new village will include:-</p> <ul style="list-style-type: none"> • Regrading of the site with four development areas: one alongside the river (old Peters Works site), and three within the former quarry. Acceptable gradients will be created and the site will be protected from flooding. • 1,000 homes of varying sizes and tenures, including affordable housing for local people. • New primary school • Local centre next to the river including: community centre, police post, medical centre, ambulance post, shop, public house and employment units. • New areas of open space and playing fields. • A new riverside walk • Protection and management of the Peters Pit nature reserve.
Employment outputs
From construction and arising from employment opportunities at the community facilities planned.
Housing outputs
1,000 new dwellings. 25% affordable.
Planning policy status
The site has been identified since the mid 1990's as suitable for residential development. It is allocated as such within Tonbridge and Malling Borough Council's Local Plan. It is also identified for residential development within Kent County Council's Structure Plan.
Unlocking infrastructure required
<ul style="list-style-type: none"> • The housing development is limited pending the completion of the new bridge over the Medway.
Indicative infrastructure funding gap (based on requirements above)
<ul style="list-style-type: none"> • The project includes infrastructure provision for a new bridge crossing of the River Medway, enhanced transport infrastructure on the road network on the east bank for the Medway and enhancements to J4/M20 (as part of a project co-funded with development at Halling (Medway Council) and funds from an earlier approval at New Hythe. The Peters Pit project is the subject of a shortlisted but as yet undecided bid to the Local Infrastructure Fund (HCA) to enable the required infrastructure to be forward-funded.
Additional delivery constraints
<ul style="list-style-type: none"> • Resolution of requirements for new social infrastructure – e.g. primary school provision. To be finalised with KCC Education.
Delivery timetable
Dependent on bridge, but first housing completions expected by 2015/16. Completion of the 1,000 dwellings expected to extend beyond the current plan period (2021).

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KEY GROWTH LOCATION: ISLES QUARRY, BOROUGH GREEN - TM3

Scheme description
Erection of 171 dwellings, creation of 6.82 ha of public open space including local area of equipped play (leap), new vehicular access onto Haul Road. Provision of access roads, footpaths, landscaping and all associated infrastructure, removal of bridge deck to Isles Quarry East
Employment outputs
None
Housing outputs
171 units
Planning policy status
Allocated for housing including affordable housing
Unlocking infrastructure required
<ul style="list-style-type: none"> Road construction, works to existing "haul-road" to standards suitable for adoption and waste water disposal facilities – required/secured by S106 and SWS Agreement. Noise attenuation works to ensure appropriate noise climate for the new dwellings so created.
Indicative infrastructure funding gap (based on requirements above)
<ul style="list-style-type: none"> None as far is known
Additional delivery constraints
<ul style="list-style-type: none"> Complex land shaping required for part of site, so implementation is effectively phased by virtue of that work.
Delivery timetable
<ul style="list-style-type: none"> First phases, affordable units, intended to be on site by November 2013

KEY GROWTH LOCATION: PRESTON HALL, AYLESFORD - TM4

Scheme description
Redevelopment of Preston Hall a grade II listed building and former hospital and adjacent land in the ownership of the NHS and the Royal British Legion for approximately 245 dwellings with associated improvements to the local road network and internal road layout.
Employment outputs
No employment floor space included in the current applications although policy considers site appropriate for mixed use.
Housing outputs
36 units on RBL land and 208 units on NHS land including approx 36 units in the grade II listed building – 2 separate outline applications – permissions granted. It is believed that the larger NHS site is being marketed..
Planning policy status
Three applications comprise the masterplan for the redevelopment of the site. Two for residential and one for the roads. Outline permission granted August 2012. Policy H3 in the adopted LDF Development Land Allocations DPD (April 2008) refers.
Unlocking infrastructure required
Very limited in view of the fact that the housing content of the larger of the schemes merely substitutes housing for historic, high traffic movement, office/hospital facilities.
Indicative infrastructure funding gap (based on requirements above)
None expected
Additional delivery constraints
<ul style="list-style-type: none"> • No details submitted for the conversion of the listed building. This will be the subject of a detailed matters application in due course. • Air quality and noise constraints due to proximity to A20/M20 (site is within an AQMA) – reflected in the terms of the planning permission. • Possible contaminated land requiring remediation. reflected in the terms of the planning permission
Delivery timetable
Unclear

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KEY GROWTH LOCATION: TONBRIDGE TOWN CENTRE - TM5

Scheme description
<p>Tonbridge is the largest settlement and retail centre in the borough with access to good transportation links, schools and countryside. The Tonbridge Industrial Estate is also a major source of employment and is safeguarded by policy E1 in the adopted Development Land Allocations DPD (April 2008).</p> <p>There are proposals for a major redevelopment of the Botany site currently occupied by a Sainsbury supermarket, a department store and leisure centre, by Sainsbury to create a larger supermarket, non-food retail outlets and a multi screen cinema. A new leisure centre will be built on another town centre site as part of the scheme.</p> <p>In addition, there are a number of major housing proposals in the town, some underway and others identified as allocations.</p> <p>The 2013 Comprehensive Spending Review has identified £92m of funding for dualling the A21 between Tonbridge and Tunbridge Wells subject to the outcome of the ongoing Inquiry into the proposals.</p>
Employment outputs
<p>There is the potential for increases in employment opportunities arising from the Botany redevelopment, the construction of the housing sites and from new business uses attracted to the town by the inward investments described above.</p>
Housing outputs
<p>There are 248 units with planning permission and a further 255 on allocated sites making a total of 503 units.</p>
Planning policy status
<p>There are numerous sites identified in the Tonbridge Central Area, which are addressed by the Tonbridge Central Area Action Plan (adopted April 2008)</p>
Unlocking infrastructure required
<p>Many of the sites in the Central Tonbridge Area lie within the floodplain. Improvements to and maintenance of the Leigh Flood Barrier will be an important infrastructural requirement for further growth.</p> <p>Associated improvements to the local highway network.</p> <p>Improvements to rail services from Tonbridge, for example, to Gatwick.</p>
Indicative infrastructure funding gap (based on requirements above)
<p>To be determined</p>
Additional delivery constraints
<p>n/a</p>
Delivery timetable
<p>Ongoing. Identified Housing sites and allocations to 2018/19.</p>

KEY GROWTH LOCATION: EAST MALLING RESEARCH - TM6

Scheme description
<p>East Malling Research (EMR) is a subsidiary of the East Malling Trust an independent provider of top-class research, development and consultancy serving the food chain and other sectors of the land-based industry. EMR's portfolio encompasses projects that vary in size and scope. Customers include: DEFRA, commercial companies, EU, retailers, growers, levy bodies and Research Councils.</p> <p>There is potential for the site to attract further agricultural research and development investment enhancing the facility and generating new employment opportunities.</p> <p>A specific proposal at this site is the proposed new 'M9' research facility for horticultural research. This aimed to provide a world class facility which builds on the Trust's considerable expertise in horticultural research and new product development. The projected cost of the 3,200 sqm building is £15M</p>
Employment outputs
Too early to say, but potentially significant.
Housing outputs
None.
Planning policy status
The East Malling Research Station is a safeguarded employment site in the Adopted Development Land Allocations DPD (April 2008) covered by Policy E1(s). It is identified as being suitable for offices, research and development and light industrial manufacturing including conference, education and training and any other uses that can be demonstrated to be related to or support the operation of the research station.
Unlocking infrastructure required
Possibly improvements to local highway network.
Indicative infrastructure funding gap (based on requirements above)
Capital investment to secure the construction of the M9 laboratory is required.
Additional delivery constraints
n/a
Delivery timetable
Within the next Local Plan period (to 2031)

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KEY GROWTH LOCATION: FORT HALSTEAD - S1

<p>Scheme description</p> <p>Fort Halstead is a previously developed site situated in the Green Belt and the Kent Downs AONB that was originally a Ministry of Defence research establishment and is still occupied by defence related industries. It is currently the largest employment site in the District.</p> <p>Since the adoption of the Core Strategy, DSTL, the largest employer, has announced its intention to withdraw from the site by 2016. The Council is working with DSTL, QinetiQ and the site owners to develop redevelopment proposals for the future. In line with our policy (Fort Halstead is identified as a Major Employment Site in the Green Belt) we expect future development to be employment led.</p> <p>Adopted Core Strategy Policy SP8 currently restricts this site to employment use in the long term: <i>Sites used for business purposes will be retained in business use unless it can be demonstrated that there is no reasonable prospect of their take up or continued use for business purposes during the Core Strategy period.</i></p> <p>Policy EMP3 in the draft Allocation and Development Management Plan (ADMP) stipulates that <i>“redevelopment proposals will be expected to achieve a range of employment uses such as serviced offices, workshops or land based employment, and generate at least the number of jobs that the site accommodated immediately prior to the announced withdrawal of DSTL from the site.”</i> The reasoned justification to the policy confirms this at approximately 1200 jobs. This policy is yet to be confirmed and adopted and so currently the Core Strategy policy has greatest weight.</p>
<p>Employment outputs</p> <p>The site currently holds over 1000+ jobs, the majority of which are very high skill. Any redevelopment of the site should provide at least as many jobs that the site accommodated prior to the announced withdrawal of DSTL from the site.</p>
<p>Housing outputs</p> <p>At this stage any potential housing outputs are unknown. The Core Strategy does not encourage housing development. This will be a business led development with any residential enablement needing to be justified.</p>
<p>Planning policy status</p> <p>Fort Halstead is considered a ‘Major Developed Site’ in the Green Belt. Fort Halstead forms a significant part of the District’s employment land supply and there retention and development as employment sites will be subject to the provisions of Policy SP8</p>
<p>Unlocking infrastructure required</p> <ul style="list-style-type: none"> • The site may deliver remediation measures and on site upgrades to the road hierarchy • <i>The site will already have a high traffic generation and any redevelopment will have to review projected traffic generation and whether mitigation measures are necessary. Sustainable transport connections are sought in this remote location.</i>
<p>Indicative infrastructure funding gap (based on requirements above)</p>
<p>Additional delivery constraints</p>
<p>Delivery timetable</p> <p>Aim of delivery by 2017/2018</p>

KEY GROWTH LOCATION: BROOM HILL, SEVENOAKS - S2

Scheme description
The Broom Hill site is a longstanding employment land allocation. Redevelopment of the site has the potential to support the economic regeneration of Swanley. The business area is located closely to the M20/M25 junction in Swanley and thus could be attractive for distribution uses.
Employment outputs
The employment land market assessment identified a potential market for warehouses with good trunk road access in the northern part of the District. Swanley is an area of high unemployment and deprivation. The regeneration of this site coupled with the regeneration of Swanley Town Centre would have very positive impacts for the community and other surrounding areas with similar employment needs.
Housing outputs
The business area is exposed to noise and air pollution which the Council considers limits the use of the business area for residential purposes. The Council considers that the allocated site and land in the Green Belt to the north provides opportunities for improved open space provision on the site. The owner of the western part of the site considers that some housing could be accommodated on the site and is appealing the Council's decision to refuse planning permission.
Planning policy status
The Broom Hill development site, adjacent to the M25 in Swanley, is a longstanding employment land allocation. The Core Strategy proposes that it should be carried forward in the Allocations and Development Management Plan, subject to further consideration of the traffic impacts and the impact on on-site biodiversity.
Unlocking infrastructure required
<ul style="list-style-type: none"> • <i>The Highways Agency has previously identified a need for the impact of any development on the site on M25 j3 to be mitigated.</i> • <i>The site currently has poor public transport access.</i> • <i>There are currently congestion issues in Swanley. Any redevelopment would have to mitigate additional traffic disruption.</i>
Indicative infrastructure funding gap (based on requirements above)
Additional delivery constraints
Delivery timetable
Not known at this time

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KEY GROWTH LOCATION: SWANLEY TOWN CENTRE - S3

Scheme description
<p>Swanley is the second largest town in the District. It is located adjacent to Junction 3 of the M25 but has a limited range of services in comparison with Sevenoaks town. Swanley currently suffers from high levels of poverty, worklessness and crime. The effective regeneration of Swanley Town Centre is a key strategic priority for the Council.</p> <p>Swanley Town Centre itself contains a pedestrianised shopping centre which includes a large food superstore, together with a civic centre and other facilities. There is significant scope for development within the area of the centre to achieve regeneration objectives. The Retail Study Update 2009 shows that the town is only capturing a low proportion of available expenditure, particularly for non-food goods, and suggests that the attractiveness of the town centre needs to be increased if local shoppers are to be brought back into the town.</p> <p>The regeneration of the town centre would help to retain expenditure, boost economic expenditure and strengthen the social function of the centre as the meeting place of the town and enhance the environment and image of the place.</p>
Employment outputs
Any redevelopment would generate significant amounts of new employment in an area of high unemployment, economic inactivity and deprivation.
Housing outputs
Any redevelopment would be likely to provide a combination of retail, offices, residential and community facilities.
Planning policy status
<p>Policy LO5 in the Core Strategy (adopted February 2011) stipulates that:</p> <p><i>Swanley Town Centre will be regenerated so that it better meets the needs of the population it serves. The regeneration scheme will contain a mix of uses including retail, offices, residential and community facilities (including replacement of existing medical facilities) and will bring about a substantial improvement in the environment of the town centre. The provision of a hotel will be supported. Links between the town centre and the station will be improved.</i></p>
Unlocking infrastructure required
<ul style="list-style-type: none"> • <i>A dedicated pedestrian-cycle way link between the Railway station and Town Centre is proposed to be delivered as part of the redevelopment</i>
Indicative infrastructure funding gap (based on requirements above)
Additional delivery constraints
Delivery timetable
Not known at this time

KEY GROWTH LOCATION: NEW ASH GREEN VILLAGE CENTRE – S4

Scheme description
<p>New Ash Green was developed as a new community in 1960s with its own village centre. The centre has proved to be far less successful than other aspects of the development and continues to suffer from a high amount of vacant units and environmental issues.</p> <p>The Council is attempting to work with landowners and the local community to develop proposals for its regeneration so that it better meets the needs of the local community, while retaining a scale appropriate to the size of the community it is intended to serve and a form that respects the distinctive character of the settlement. An element of residential development could be included as part of the regeneration scheme. The final form of development will follow local consultation. No significant scope for development exists elsewhere in the village outside the centre.</p>
Employment outputs
<p>Regeneration of the town centre would provide new long term employment for the area and provide a vibrant town centre designed to serve local people.</p>
Housing outputs
<p>There could be an element of residential development included as part of any regeneration scheme.</p>
Planning policy status
<p>Core Strategy Policy LO7 states that New Ash Green village centre will be regenerated so that it better meets the needs of the local community whilst respecting the distinctive character of the settlement.</p>
Unlocking infrastructure required
<ul style="list-style-type: none"> Major gaps in the current bus network between New Ash Green and Sevenoaks, which result in poor accessibility to railway stations, such as Longfield and Ebbsfleet.
Indicative infrastructure funding gap (based on requirements above)
Additional delivery constraints
Delivery timetable
<p>Not known at this time</p>

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KEY GROWTH LOCATION: VESTRY ESTATE, SEVENOAKS - S5

Scheme description
The Vestry Estate is located on the edge of Sevenoaks Town with access to the motorway network via Junction 5 of the M25. The estate comprises a mix of industrial, warehouse and workshop units covering a range of sizes. Some of the B1 and B8 properties located on this site are old and need redevelopment. This site has been identified as an area appropriate for new business development within these areas, including the provision of sites for small and medium sized businesses and start up facilities.
Employment outputs
Appropriate new development at this site could encourage new businesses
Housing outputs
This is a large existing employment site. Any redevelopment would not have any housing element.
Planning policy status
In accordance with Policy SP8 of the Core Strategy will be retained, intensified and regenerated for B1 - B8 uses. Appropriate new development within these areas, including the provision of sites for small and medium size businesses and "start-up" facilities, will be supported.
Unlocking infrastructure required
<ul style="list-style-type: none"> Improvements to the A225 Off-slip to prevent congestion at the entrance to the Vestry Estate.
Indicative infrastructure funding gap (based on requirements above)
Additional delivery constraints
Delivery timetable
Not known at this time

KEY GROWTH LOCATION: EDENBRIDGE, STATION ROAD – S6

Scheme description
Station Road currently has a large proportion of mixed industrial units. This site has been identified as an area appropriate for new development within these areas, including the provision of sites for small and medium sized businesses and start up facilities.
Employment outputs
Appropriate new development at this site could encourage new businesses to locate in Edenbridge
Housing outputs
This is a large existing employment site. Any redevelopment would not have any housing element.
Planning policy status
In accordance with Policy SP8 of the Core Strategy will be retained, intensified and regenerated for B1 - B8 uses. Appropriate new development within these areas, including the provision of sites for small and medium size businesses and "start-up" facilities, will be supported.
Unlocking infrastructure required
<ul style="list-style-type: none"> • A major inhibitor for larger companies being able to locate in this area is the low hanging bridge to the north of Station Road. This prevents large haulage vehicles being able to enter Edenbridge, thus prohibiting large scale employers from using the site.
Indicative infrastructure funding gap (based on requirements above)
Costs not known at this stage.
Additional delivery constraints
Delivery timetable
No current delivery timetable

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KEY GROWTH LOCATION: SEVENOAKS TOWN/BAT AND BALL, SEVENOAKS – S7

<p>Scheme description</p> <p>Sevenoaks has a successful town centre although it faces competition from other larger centres outside the District and, in common with other town centres has suffered from an increase in vacant premises due to the recession. It has benefited from the completion of the Bligh's Meadow development in 2007 and has a good range of independent shops and services and multiple stores but not the range of department stores associated with larger centres. The town centre benefits from a high quality environment that needs to be maintained and enhanced as it continues to develop.</p> <p>Further growth will be needed over time if the town is to maintain its position relative to other centres. Vital to this is the regeneration of Bat and Ball and the associated railway station to continue to support growth in the area surrounding Sevenoaks Town. Bat and Ball has an issue with empty premises and pockets of deprivation.</p> <p>Policy LO 3 from the Core Strategy sets out the Strategic policy for the development of the town centre</p> <p><i>Development in Sevenoaks Town Centre</i> <i>A mix of uses (including retail, offices, cultural, leisure, hotel and residential development) will be retained and enhanced within the town centre. The historic form and character of the town centre will be maintained.</i></p> <p><i>Approximately 4,000 sq. metres net of new shopping floorspace (including approximately 1,700 sq m of convenience and 2,300 sq m of comparison floorspace) will be provided in the town centre up to 2026. This will include redevelopment of land west of Blighs Meadow for a mix of uses including residential, commercial and retail and in the longer term redevelopment of land east of the High Street for retail and related uses.</i></p>
<p>Employment outputs</p> <p>The continued development of Sevenoaks Town and Bat and Ball has the potential to significantly increase employment opportunities in the area.</p>
<p>Housing outputs</p> <p>At this stage any potential housing outputs are unknown.</p>
<p>Planning policy status</p> <p>Policy LO3 of the Core Strategy (noted above) sets out the strategic policy the development of Sevenoaks Town Centre throughout the plan period, up until 2026. The town centre area is defined by Policy ST1A of the Saved Local Plan.</p> <p><u>Business</u> Parts of Sevenoaks Town Centre are identified as business areas, where Class B uses will be permitted, by Policy EP8 of the Saved Local Plan. The emerging Allocations and Development Management Plan (ADMP), which once adopted will supersede the Saved Local Plan, continues the allocation of these employment sites under Policy EMP1. (Specifically EMP1(f) High Street, Sevenoaks, EMP1(g) London Road, Sevenoaks, EMP1(i) South Park Sevenoaks, EMP1(k) Lime Tree Walk, Sevenoaks).</p> <p>Bat and Ball Railways Sidings is an identified site for business development under EP1(A) of the Saved Local Plan. This allocation is continued by ADMP Policy EMP1(b) Bat & Ball Enterprise Centre, Sevenoaks.</p> <p><u>Residential</u> Policy TLC1 and TLC4 of the emerging ADMP encourage residential uses on the upper floors above retail units in both areas.</p>

Retail

ST2 of the Saved Local Plan defines the primary retail frontages within Sevenoaks Town Centre, where only Class A1 (retail) uses will be permitted. ADMP Policy TCL1 seeks to maintain this.

Policy S3A of the Saved Local Plan seeks to retain the provision for retail use (Class A1) along primary frontages within local centres, including identified units at Bat and Ball. This policy is continued by ADMP policy TLC4 which also proposes relaxation of the original policy to allow for other services under Class A2, A3, A4 and A5 use. This is in accordance with national policy in the NPPF.

Unlocking infrastructure required

- Improvements to Bat and Ball Station
- Improvements to Bat and Ball Junction

Indicative infrastructure funding gap (based on requirements above)

Not known at this time

Additional delivery constraints

Not known at this time

Delivery timetable

Aim of delivery by 2018/2019

KEY GROWTH LOCATION: ROYAL TUNBRIDGE WELLS TOWN CENTRE – TW1

Scheme description
Royal Tunbridge Wells is a prominent service centre. The Borough Council aspires to enhance and develop the town as an economic, retail, cultural and creative centre, as identified in the TWBC Core Strategy and Cultural and Creative Industries Framework. The town is well-placed to have a high growth and sustainable cultural industries sector, based around the arts, digital media, marketing and PR professions. There is however, a need to evolve the creative sector through diversifying the economic and business base. This can be achieved by establishing visible and high profile hubs for sector specific activity, which encourage collaboration, trade and innovation. Furthermore through providing opportunities for inward investment and redevelopment of key brownfield sites.
Employment outputs
The Town Centre benefits from employment generating uses including office and retail development. It also boasts facilities including the Trinity Arts Theatre, Assembly Hall and Royal Victoria Place. The Council's current policy aspiration is to retain and enhance the employment provision where opportunities arise. The Core Strategy sets out a requirement for retail space of 24,000m ² net comparison floorspace to 2021 and a further 21,000m ² to 2026. Locations for growth and redevelopment are identified in the Council's Draft Site Allocations DPD, which includes identified Key Areas of Change.
Housing outputs
TWBC is seeking to deliver 2445 new homes within the urban area of Royal Tunbridge Wells and Southborough. Enhancing the economic and cultural strength of the town will support the desirability of the town as a place to live.
Planning policy status
The Town Centre is designated as a Key Employment Area within the adopted Core Strategy. The Draft Site Allocations document sets out Key Areas of Change including: <ul style="list-style-type: none"> • Crescent Road/Church Road Area of Change – Policy AL/RTW2, including for former cinema site • Vale Avenue Area of Change – Policy AL/RTW3 • Eridge Road Area of Change – Policy AL/RTW4 A masterplan SPD will be prepared for each of the 3 areas. The Council is seeking a comprehensive redevelopment and refurbishment of buildings within these areas for a mix of uses including, civic functions, retail & leisure, office and residential.
Unlocking infrastructure required
The Council's Draft Transport Strategy identifies that interventions will be required to support the growth and development of Royal Tunbridge Wells. Interventions primarily concern road and parking projects, including: <ul style="list-style-type: none"> • Park & Ride Scheme for A26 London Road and A264 Pembury Road - subject to feasibility study • Junction improvements on the A26 and A264 - subject to transport modelling assessment • Town centre public realm improvements – delivered through a Public Realm Framework • Additional parking at the southern end of the town centre – part of Eridge Road Area of Change
Indicative infrastructure funding gap (based on requirements above)
No funding has been secured for the transport interventions identified.
Additional delivery constraints
Market conditions – private sector partners required for delivery. Planning related constraints.
Delivery timetable
Development site delivery is subject to private sector support and co-ordination. The draft Transport Strategy identifies that the road infrastructure and parking interventions should be delivered during the first 5-10 years of the strategy period 2012-2026.

KEY GROWTH LOCATION: NORTH FARM – TW2

Scheme description
<p>The proposed scheme is located within North Farm, a major out of town retail and employment area, situated around two miles from Royal Tunbridge Wells. The approved first phase of the scheme aims to improve existing highway capacity by:</p> <ul style="list-style-type: none"> • Widening Longfield Road between Dowding Way roundabout and the A21 roundabout • Introducing a new roundabout at Kingstanding Way/Longfield Road junction • Introducing a new roundabout to replace T-junction at Knights Park /Longfield Road junction, and • Providing a gyratory style junction at Great Lodge/Longfield Road junction. <p>Later phases of the scheme (as yet unfunded), include: Longfield Road, Lamberts Road, Dowding Way one-way system - Connect North Farm Lane to Kingstanding Way – and modification of the existing single track railway bridge at High Brooms.</p>
Employment outputs
<p>The approved DfT Pinch Point funding bid identifies that the proposed scheme will generate £53.9m of traditional economic benefits, safeguard existing jobs and deliver £25.2m per year of wider economic benefits. Due to the constraint of the existing road network, KCC has adopted the interim position of refusing support for any development or re-development proposal which will result in an increased highway impact (higher trip rate). The improvements are therefore necessary to unlock the redevelopment of several major employment sites which are currently vacant.</p>
Housing outputs
<p>The provision of infrastructure improvements will unlock the delivery of a major residential development site at Knights Park, which is accessed via Longfield Road. The site is allocated within the Draft Tunbridge Wells Borough Site Allocations DPD for 550 dwellings (Policy AL/GB1).</p>
Planning policy status
<p>North Farm is designated as a Key Employment Areas within the Tunbridge Wells Core Strategy. Knights Park is allocated for residential development in the Draft Site Allocations DPD. The highway improvements are a priority project for KCC, who are actively working with all parties to deliver the scheme.</p>
Unlocking infrastructure required
None.
Indicative infrastructure funding gap (based on requirements above)
<p>£3.5m funding is secured for the first phase, from the DfT Pinch Point Fund, with a further £1.5m provided by local authority partners. It is currently estimated that the one-way system will cost £250.000 to implement; connecting North Farm Lane to Kingstanding Way will cost £50.000 and modifying the railway bridge will cost between £5-£10m depending upon the preferred solution.</p>
Additional delivery constraints
<p>Due to the physical constraints of existing retail development along Longfield Road, it is necessary that landowners transfer land at nominal value to KCC, to enable sufficient highway width to be secured for the delivery of the road widening element. KCC also require retailers to surrender their rights to claim compensation for loss of earnings during the construction period. No public sector finance is available to mitigate these impacts. The cooperation of landowners and retailers is critical to the successful delivery of the improvements.</p>
Delivery timetable
<p>The funded improvements (phase 1 of highway improvement masterplan), has to be delivered by 2015 to meet requirements of DfT Pinch Point funding.</p>

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KEY GROWTH LOCATION: PADDOCK WOOD – TW3

Scheme description
Paddock Wood is a rural town, which is identified for further residential and employment growth. TWBC has identified provisional social and physical infrastructure requirements to support this growth in its draft Infrastructure Delivery Plan. These requirements include: affordable housing, enhanced transport connectivity, green infrastructure and community facilities. Flood alleviation measures are also necessary to overcome existing fluvial flooding problems and unlock future development sites.
Employment outputs
Paddock Wood includes two defined Key Employment Areas known of Eldon Way and Transfesa Road. Tunbridge Wells Borough Council's draft Site Allocations DPD supports additional employment at the Key Employment Areas, which are subject to flood risk from the functional flood plain.
Housing outputs
The adopted Tunbridge Wells Site Allocations DPD allocates 650 new homes and anew primary school to Paddock Wood over the plan period from 2006-2026. Related planning policies require the preparation of site-specific flood risk assessments and the provision of mitigation measures.
Planning policy status
The TWBC Core Strategy identifies Paddock Wood as a location for growth; strategic residential sites are to be confirmed in the Site Allocations DPD. Paddock Wood lies within an area of flood risk, with the functional floodplain (Flood Zone 3b) covering the area north of the railway line and extending south and to the west of the settlement. Parts of the settlement are in Flood Zone 2. These designations constrain the development potential of related sites. Tunbridge Wells Borough Council has prepared a Surface Water Management Plan which includes an action plan identifying interventions.
Unlocking infrastructure required
Flood alleviation measures in Paddock Wood are necessary to address surface water flooding, as identified in the Surface Water Management Plan. A broad range of measures are proposed including, maintenance of drainage systems and capital works which include retro fit sustainable urban drainage measures, flood storage and defence schemes, land management and the provision of a new culvert under the London to Dover mainline.
Indicative infrastructure funding gap (based on requirements above)
All capital flood interventions are subject to detailed feasibility studies. Costs can therefore not be determined at present. It is expected that development funding will contribute towards interventions which relate to individual development sites. The Council is however, concerned that the associated capital costs could constrain the viability of residential developments to deliver the full range of identified infrastructure requirements, therefore additional funding is required. Additional funding is also required to implement flood mitigation measures which relate to established residential areas to the west of the settlement.
Additional delivery constraints
Market conditions – private sector funding required to support infrastructure delivery.
Delivery timetable
Dependent upon the progress of strategic development sites and the wider availability of funding.

KEY GROWTH LOCATION: TUNBRIDGE WELLS URBAN AREA/SOUTHBOROUGH – TW4

Scheme description
<p>Tunbridge Wells Borough Council is committed to delivering employment, residential and mixed use sites which are allocated within its draft Site Allocations DPD. The Council is however, aware that some sites have specific infrastructure challenges which will impact upon the viability of delivering the proposed land uses, whilst also satisfying a full requirement of planning obligations. The Council will seek appropriate opportunities to secure additional capital funding to unlock sites as required. Examples include:</p> <ul style="list-style-type: none"> • Southborough Hub (brownfield development including 25 residential dwellings, 1000sq/m community, 1000sq/m retail and 1500sq/m leisure and approximately 66 parking spaces) • Land at North Farm Lane (brownfield development to include 4000sq/m B class floorspace)
Employment outputs
<p>Land at North Farm Lane has been allocated for employment development. Core Strategy Policy 7 seeks to encourage new floorspace within the Key Employment Areas. This site lies adjacent to the North Farm / Longfield Road Key Employment Area and its development for employment purposes would provide an opportunity to extend this KEA, encourage business growth and increase employment opportunities within the Borough. The Borough Council is wishing to acquire the site for the development of incubator/business start-up units.</p>
Housing outputs
<p>Additional residential units at Southborough.</p>
Planning policy status
<p>The sites identified are allocated for development within the draft Site Allocations DPD.</p> <ul style="list-style-type: none"> • Southborough Hub – Policy AL/SO2 – The Borough Council and Southborough Town Council are currently progressing a masterplan options study for the site, which will inform the preparation of a related Supplementary Planning Document. • Land at North Farm Lane – Policy AL/RTW28
Unlocking infrastructure required
<p>None. Land at North Farm Lane will benefit from the delivery of related highway improvements at North Farm.</p>
Indicative infrastructure funding gap (based on requirements above)
<p>Funding requirements are not known at this stage (subject to viability appraisal). The Council will be seeking capital funding support to bring forward the Southborough Hub and North Farm Lane sites. These are public sector led schemes which are being progressed to deliver social and economic benefits for the community.</p>
Additional delivery constraints
<p>None.</p>
Delivery timetable
<p>Unknown, however, both sites are being actively promoted for development and should be delivered within the current plan period.</p>

ANNEX B – Summary of West Kent’s Investment Requirements and Phasing

Next 5 Years

Transport Infrastructure

A21 - Delivery of Tonbridge to Pembury A21 dualling.

M20 Junction 4 – Additional capacity measures

Addressing access constraints to the national road network in West Kent: assessment of improvements to the local motorway junctions including the M20, M26, M25 and M2/A2.

Longfield Road, North Farm Estate – increase in road capacity required to relieve existing congestion

Reinstatement of the Tonbridge – Gatwick rail service

Bat and Ball Rail Station, Sevenoaks – improvements

Alleviate congestion in Swanley - Develop a traffic management control and introduce intelligent transport systems

Swanley Rail Services to be included in Zone 6

Other Infrastructure

Paddock Wood - surface water flood alleviation

East Peckham – additional protection works

Superfast Broadband services across the rural parishes in West Kent

New school provision set out in the KCC Education Commissioning Plan 2012-17

Supporting Business

Business – funding to continue the West Kent business support programme

Business - start-up business hubs – Sevenoaks, Tonbridge, Tunbridge Wells, Fort Halstead

Business - Promoting energy efficiency/continuation of ERDF project

Skills - funding for a sector-led local skills initiative for West Kent

Skills - West Kent Education 4 Business programme

Rural - new West Kent Leader programme 2015 -2020

Housing – provision of housing affordable to those in work but on lower incomes

Deprivation – new West Kent Communities programme

Business – Tunbridge Wells Culture and Learning Hub

Business – town centre redevelopment: Tonbridge, Sevenoaks, Tunbridge Wells

Next 5/10 Years

Transport Infrastructure

A228 Colts Hill Strategic Link, improvements between the M2/M20 and the A21
A26 and A264 corridor improvements – including the introduction of Park & Ride services and measures to alleviate congestion

M20 Junction 5 – peak hour congestion which will constrain development proposals at Preston Hall and Hermitage Lane (Maidstone BC)

M2 Junction 3 – capacity improvements required to accommodate growth including Rochester airport

Improvements to Hermitage Lane and junctions with A26/A20 subject to the inclusion of an enhanced housing development in the Maidstone Borough Local Plan

A227 (A25) Borough Green and Platt bypass – to relieve access constraints to the M20, M26 and M25 motorway network

Improving rail access to hubs/economic centres, including Tunbridge Wells, and Maidstone

Enhancements to the Tonbridge to Hastings line to reduce journey times and improve capacity and reliability;

Enhancements across the network to improve access and connectivity to the rail network

Enhancements to the Medway Valley line services, including improved frequency between Maidstone and Tonbridge, and development of the High Speed services.

Other Infrastructure

Leigh Flood Barrier - half life rebuild

Supporting Business

Skills - Vocational Learning programmes

Skills - Studio School – Fort Halstead

Market Towns - new Market Towns support initiative

Next 10/15 Years

Transport Infrastructure

Lower Thames Crossing – A227/A228/A229 improvements

A21 corridor – dualling of the section between Kippings Cross and Lamberhurst

Brighton Main Line 2 proposals

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Economic & Community Development Advisory Committee Work Plan 2013/14

13 February 2014	June 2014	October 2014	2015
<p>Allocation of Grants</p> <p>Neighbourhood Development Plans and their potential effects on the local economy.</p> <p>Chief Planning Officer – to discuss business land being converted to residential land</p> <p>Rural Broadband – External Witnesses -- BT</p> <p>NHS Call to Action</p> <p>Proposed Joint working project between Sevenoaks District Council and Tonbridge and Malling Borough Council on Building Control Services.</p> <p>Sevenoaks Town Centre Parking Review</p> <p>Draft Safeguarding Policy (for children and vulnerable adults)</p>	<p>Emergency Plan update</p> <p>Business Continuity Strategy and System and Plan</p> <p>Broadband update</p> <p>Whiteoak Leisure Centre – Asset Maintenance</p> <p>Inward Investment employment areas – hotels and the rural economy</p> <p>Rural Economy Briefing</p> <p>Tourism - Economic Impact Assessment & Action Plan</p> <p>Broadband catch up</p>		

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda Item 15

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