





Sevenoaks
DISTRICT COUNCIL
Despatched: 07.10.15

CABINET
15 October 2015 at 7.00 pm
Conference Room, Argyle Road, Sevenoaks

AGENDA



Membership:

Chairman: Cllr. Fleming Vice-Chairman: Cllr. Lowe
Cllrs. Dickins, Firth, Hogarth, Piper and Searles


	<u>Pages</u>	<u>Contact</u>
Apologies for Absence		
1. Minutes To agree the Minutes of the meeting of the Committee held on 17 September 2015, as a correct record.	(Pages 1 - 6)	
2. Declarations of interest Any interests not already registered		
3. Questions from Members (maximum 15 minutes)		
4. Matters referred from Council, Audit Committee, Scrutiny Committee or Cabinet Advisory Committees	(Pages 7 - 8)	
a) Statement of Accounts 2014/15 - Outcome of External Audit (Audit Committee 8 September 2015, Minute 19)		
<u>REPORTS AND RECOMMENDATIONS FROM THE CABINET ADVISORY COMMITTEES</u>		
5. Health Inequalities Action Plan - end of year summary report and draft 2015-18 Plan	(Pages 9 - 80)	Hayley Brooks Tel: 01732 227272
		
6. Annual Review of Parking Charges for 2016/17	(Pages 81 - 94)	John Strachan Tel: 01732227310
		

7. **Christmas Parking 2015** (Pages 95 - 98) John Strachan
Tel: 01732 227310


REPORTS FROM CHIEF OFFICERS

8. **Senior Management Restructure** (Pages 99 - 108) Pav Ramewal
Tel: 01732 227298

9. **Development of Sennocke & Bradbourne Car Parks** (Pages 109 - 124) Adrian Rowbotham,
Richard Wilson
Tel: 01732
227153/7262


 Indicates a Key Decision

 indicates a matter to be referred to Council

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 when considering Appendices B, C and D of agenda item 9 above, on the grounds that likely disclosure of exempt information is involved as defined by Schedule 12A, paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)).

9. Appendices B, C and D (D to follow) (Pages 125 - 140)

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)

CABINET

Minutes of the meeting held on 17 September 2015 commencing at 7.00 pm

Present: Cllr. Fleming (Chairman)

Cllrs. Dickins, Firth, Hogarth, Lowe, Piper and Searles

Apologies for absence were received from Cllrs.

Cllrs. Clark, Eyre, Mrs. Hunter, Parkin, Scholey and Miss. Stack were also present.

20. Minutes

The Chairman advised that since the last meeting it had become apparent that there had been an administrative error on the papers received by Special Cabinet in May on Appointments to Outside Bodies. Cllr. Reay's proposed appointment to the Sevenoaks District Arts Council had been omitted and had this been realised before the last meeting it could have been rectified at Minute 18. Members were therefore requested to approve Cllr. Reay's appointment as a matter of urgency so that he could attend meetings as soon as possible.

Resolved: That

- a) the minutes of the meeting of Cabinet held on 16 July 2015 be approved and signed as a correct record; and
- b) Cllr. Reay's appointment to Sevenoaks District Arts Council be confirmed.

21. Declarations of interest

There were no additional declarations of interest.

22. Questions from Members (maximum 15 minutes)

In response to a question concerning Minute 17 of the agreed minutes, the Chairman advised that with regards to the land adjacent to Shacklands Cottages Badgers Mount, the Head of Economic Development & Property was currently working to resolve the situation.

23. Matters referred from Council, Audit Committee, Scrutiny Committee or Cabinet Advisory Committees

- a) Response to issues identified in petition relating to New Ash Green Village centre (Council – 22 July 2015 (Minute 64(a)))

Councillor Clark addressed the Cabinet as a local Member. He stated that the report before Cabinet was a good and comprehensive response to the petition, however it

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would be useful to extend the idea of a single officer point of contact (as had been achieved with one of the landowners) to all the principle landowners. The principle of the single point of contact or named officer, would also be useful for other key parties, including traders and residents in the centre. The availability and dissemination of information was a key point as a lack of communication could be perceived as a lack of action. He suggested that the previously issued occasional newsletter could be revived along with articles in local publications, perhaps starting with a summary of the Cabinet's response to the petition.

He thanked the Head of Economic Development & Property and Community Planning & Projects Manager and other officers for their invaluable help given to the New Ash Green Town Team which was very much appreciated.

Members considered the report which summarised the issues raised in the petition presented to Council on 22 July 2015, the action taken by the Council to date, and the recommending the focus for the Council's future involvement be in matters relating to New Ash Green Village Centre, and Councillors Clark's address. Instead of a newsletter the Portfolio Holder for Economic & Community Development suggested that it would be more appropriate to use the Council's twitter feed (@SDC_newsdesk or @SDC_ecodev) which all residents would have access to and would give more timely information. The Chairman pointed out that the Council needed to be clear and not give the wrong impression about its involvement as any redevelopment was completely up to the landowners. It was further suggested that a page could be placed in a publication such as 'In Shape' which signposted residents to the twitter feed and landowner contacts. In debate of the idea of a single point of contact, the Portfolio Holder for Economic & Community Development undertook to look into the idea of a single point of contact but warned that it could be complex.

Resolved: That

- a) an appropriate communication such as a one off newsletter be used to communicate to local residents what the Council could and couldn't do and to advertise the twitter feed;
- b) the Council, in its ongoing discussions with the landowners, to continue to encourage them to respond quickly and appropriately to tenants' concerns, and that it be noted that it was not appropriate that the Council got directly involved in:
 - private disputes or issues that relate to business relationships between landowner or their representatives and tenants or leaseholders;
 - private disputes between landowners on matters such as service charges
- c) that the Council's focus for future involvement in the village be
 - support and bring forward the regeneration of New Ash Green Village Centre and ensure that the community was engaged in bringing forward proposals
 - supporting and facilitating the New Ash Green Town Team

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- carrying out functions relating to its services including environmental health, building control, licensing and planning development.
- continuing to support Community Safety activities such as Environmental Visual Audits and the Community Safety Focus Group.

24. Sevenoaks District Infrastructure Plan Update

Members noted and considered the relevant minute and recommendations received from the Planning Advisory Committee who had considered the same report. The Chairman of the Planning Advisory Committee advised that there had been lively discussion and it had been stressed that it was a ‘live’ document, at the time of consideration officers had still been awaiting information from Kent County Council (KCC) that had now been added to this report before members.

The Planning Officer (Policy) presented the report, which advised that a Sevenoaks Infrastructure Delivery Plan had first been prepared in 2010 for the Core Strategy (adopted 2011). As stated it was a “live” document which illustrated the infrastructure that was required to support development across the District. Following the adoption of the Community Infrastructure Levy (CIL) Charging Schedule in February 2014, the Council was currently updating its draft Infrastructure Plan, which would be used as evidence for the new Local Plan and provide up to date information for elaborating the Council’s Regulation 123 List (adopted November 2014) which set out the infrastructure that could be funded through CIL receipts. He added that the awaited response from KCC had been that there was no further infrastructure requirement in the district than that which had already been identified in the previous infrastructure plan mentioned above. He further advised that the revised plan would be considered at the Planning Advisory Committee on 13 October, and that whilst a ‘live’ document it was unclear how regularly it would be updated and could possibly be annually.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That the report on the progress of the Infrastructure Plan as an important element of the evidence base for the new Local Plan and CIL Regulation 123 List, be noted.

25. Financial Reports to the end of July 2015

The Portfolio Holder for Finance presented the report, confirming that Members who had attended the inquorate meeting of the Finance Advisory Committee had been in support of the recommendations. The Head of Finance reported that only the July figures had been ready for reporting but that she was able to inform Members that the August figures were now showing a year end position forecast of £162,000 worse than budget, rather than the £202,000 detailed within the report.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

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Resolved: That the report be noted.

26. Financial Prospects and Budget strategy 2016/17 and Beyond

The Portfolio Holder for Finance presented the report, confirming that Members who had attended the inquorate meeting of the Finance Advisory Committee had been in support of the recommendations. It was the first report of the Council's budget setting process for 2016/17 onwards and set out the financial pressures the Council was likely to face in the coming years. It suggested an appropriate strategy, utilising the 10 year budget framework first adopted in 2011/12, to ensure the Council remained financially stable over the long term.

Informed by the latest information from Government and discussions with the Portfolio Holder and Cabinet Members the report proposed that from 2016, the Council set a budget which assumed no funding from Government through the Revenue Support Grant. This was the first major step taken towards the Council's ambition to be financially self-sufficient as set out in its Corporate Plan.

To achieve this aim and to ensure a balanced budget position over the next 10 year period, whilst also increasing the Council's ability to be sustainable beyond that time, a savings requirement of £500,000 in 2016/17 was required, along with additional income or savings of £100,000 in each of the following nine years.

Within the report there was an assumption of no reliance on the New Homes Bonus from 2019/20, the Portfolio Holder for Finance requested that in order to make it even more realistic he would like any reliance removed going forward.

In response to a question concerning the pension deficit, the Chief Officer Finance advised that the next triennial valuation will be for 2017/18. The Chairman advised that other Councils were starting to look at different fund models. There was discussion on the impact of the Governments pledge on the living wage and how it impacted on the 1% pay increase limit for public sector workers. The Chief Finance Officer confirmed that not many officers were on the current minimum wage so there should not be a great impact, and advised that there was flexibility within the 1% increase. More detail was awaited from central government. The Chairman pointed out that it may have an impact with regards to sub-contractors.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That

- a) the ten-year financial planning approach and principles set out in the report, be endorsed;
- b) the Advisory Committees be requested to review Service Dashboards and advise Cabinet of possible growth and savings options;

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- c) officers be requested to continue to review the assumptions in the report and report back to Cabinet on 3 December 2015;
- d) the budget timetable set out in Appendix A to the report, be noted; and
- e) officers investigate whether it was possible to bring forward the reduction in reliance on the New Homes Bonus.

27. Annual Treasury Management Report

The Portfolio Holder for Finance presented the report, confirming that Members who had attended the inquorate meeting of the Finance Advisory Committee had been in support of the recommendations. The report provided the customary review of investment activity during 2014/15 as required by the Council's Financial Procedure Rules. The report also outlined the strategy adopted during the year, shows the position of the investment portfolio at the beginning and the end of the year and gives details of how the fund performed in comparison with previous years and against various benchmarks.

The Chairman and Portfolio Holder for Finance had attended the inaugural meeting of the Municipal Bonds Agency.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That the Annual Treasury Management Report for 2014/15 be approved.

IMPLEMENTATION OF DECISIONS

This notice was published on 21 September 2015. The decisions take effect immediately.

THE MEETING WAS CONCLUDED AT 7.55 PM

CHAIRMAN

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Item 4 (a) – Statement of Accounts 2014/15 - Outcome of External Audit

When considering the report '[Statement of Accounts 2014/15 - Outcome of External Audit](#)' the Audit Committee resolved to make Cabinet aware of a potential issue, relevant minute extract below:

Audit Committee – 8 September 2015 (Minute 19)

The Chairman welcomed Mr. Andy Mack and Mr. Geoffrey Banister from Grant Thornton, the Council's External Auditors, to the meeting.

The representatives of Grant Thornton introduced the report which explained their findings on the 2014/15 Statement of Accounts, which were to be signed off by the end of September 2015. Mr. Mack advised that the external auditors found that the Statement gave a true and fair view of the Council's financial position and had been properly prepared in accordance with the Code of Practice. Grant Thornton hoped to sign off the Accounts the next day with an unqualified audit opinion. An unqualified opinion had also been given on the Council's Value for Money arrangements, confirming that the Council had strong arrangements in place. He thanked Officers for their help during the course of the audit.

Mr. Mack highlighted that the Finance Team understood the financial position of the Council well. The Council had good arrangements in place for financial management, including long-term financial planning. Financial decisions were taken for the long term. Innovation, such as the new investment strategy, was central to the financial sustainability of the Council. This reflected good practice.

However Grant Thornton had identified a number of disclosure and presentational errors in the draft statements, which increased the time spent on the audit and led to an increase in the audit fee. Mr Mack also highlighted that by 2018 the Statement of Accounts would have to be approved two months sooner. In his opinion the Finance Team was good but their capacity was overstretched.

The Chief Finance Officer advised that the Audit Committee working group had considered the Statement of Accounts in July 2015 which resulted in some changes to the foreword. A review of the Finance Team was already planned and would include a look at the resources and skills required to produce an improved Statement of Accounts for 2015/16, noting that the Council had the smallest Finance Team in Kent. A report on the changes being implemented would be reported to the Committee in January 2016.

In response to questions Members were advised by Grant Thornton that the accounts could be streamlined by de-cluttering but still ensuring that all necessary information was still present, also by reviewing de minimis levels, for example for accruals. This assessment would be best carried out in the next two to three months. Some sections of the accounts could also be produced separately, in advance, in order to assist in the earlier preparation of the accounts.

The Portfolio Holder for Finance considered the Finance Team high quality. He asked why criticism of the notes had not been made in previous years and asked

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whether the comments would affect the fee in future years. Mr. Mack advised that the misstatements had only arisen this year. Although the fees for the 2014/15 audit had risen from £57,541 to £64,000, reflecting the additional work, this would not affect future fees. The Committee noted the fee increase with concern and hoped the audit would be carried out for the planned fee next year.

The Committee thanked the Finance Team for their extremely hard work in preparing the Statement of Accounts, and thanked Grant Thornton for their audit work and their report.

The Committee were also asked to agree that the Chairman of the Audit Committee sign the representation letter to Grant Thornton for the Financial Statements for the year ended 31 March 2015 found at Appendix B to the report.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That

- a) the Statements of Accounts for 2014/15 be approved;
- b) the audit letter of representation be approved; and
- c) **Cabinet be advised** that pending a review of the Team, the Finance Team may require additional resources for the preparation of the 2015/16 Statement of Accounts.

Item 5 – Health Inequalities Action Plan – End of year summary report and draft 2015-18 Plan

The attached report was considered by the Housing & Health Advisory Committee, relevant minute extract below:

Health Inequalities Action Plan – End of year summary report and draft 2015-18 Plan Advisory Committee – 22 September 2015 (Minute 17)

Members considered the 2014/15 annual summary report of the Sevenoaks District ‘Mind the Gap’ Health Inequalities Action Plan and the draft 2015-18 Sevenoaks District Health Inequalities Action Plan which summarised the actions taken by Health Action Team partners. As a member of the Advisory Committee and the Chairman of the Health Liaison Board, Cllr Mrs Bosley advised that the Health Liaison Board had considered the same report and supported the recommendations made. Adoption of the new three year Plan was required to continue the work of reducing health inequalities across the District.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That

- a) the ‘Mind the Gap’ Health Inequalities Action Plan be noted; and
- b) **it be recommended to Cabinet** that the Draft 2015 – 18 Sevenoaks District Health Inequalities Action Plan be adopted.

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SEVENOAKS DISTRICT HEALTH INEQUALITIES ACTION PLAN - END OF YEAR SUMMARY REPORT AND DRAFT 2015-18 PLAN

Cabinet – 15 October 2015

Report of Chief Officer Communities & Business

Status: For Consideration

Also considered by: Health Liaison Board - 16 September 2015
Housing & Health Advisory Committee – 22 September 2015

Key Decision: Yes

Executive Summary: The 2014/15 annual summary report of the Sevenoaks District 'Mind the Gap' Health Inequalities Action Plan for Members to note. Draft 2015-18 Sevenoaks District Health Inequalities Action Plan for Members to consider and adopt.

This report supports the Key Aim of reducing health inequalities and improve health and wellbeing for all

Portfolio Holder Cllr. Michelle Lowe

Contact Officer Hayley Brooks Ext. 7272

Recommendation to Health Liaison Board:

Members are asked to note the report

Recommendation to Housing and Health Advisory Committee:

Members are asked to note the 'Mind the Gap' Health Inequalities Action Plan and consider and recommend to Cabinet that the Draft 2015 – 18 Sevenoaks District Health Inequalities Action Plan be adopted.

Recommendation to Cabinet:

That Cabinet consider and adopt the Draft 2015 – 2018 Sevenoaks District Health Inequalities Action Plan.

Reason for recommendation: The 2014-15 annual report summaries actions taken by Health Action Team partners. Adoption of the new three year Plan to continue the work of reducing health inequalities across the District.

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Introduction and Background

- 1 In 2013, all District Councils in Kent were asked to produce an action plan based on a County-wide template to deliver local objectives with partners to reduce health inequalities in each district.
- 2 At facilitated 'Mind the Gap' workshops in 2013, partners identified priorities under each objective, detailed at point 7, and measurable actions for partners to deliver where developed for this District based on the statistical data, health profiles and local knowledge.
- 3 Members will recall that the Sevenoaks District 'Mind the Gap' Health Inequalities Action Plan was considered by Members at the Health Liaison Board on 11 September 2013 and Economic & Community Development Advisory Committee on 24 October 2013. The Plan was then adopted by Members at Cabinet on 5 December 2013.
- 4 The Sevenoaks District Health Inequalities Action Plan is a two year plan running from 2013-2015 and is delivered through the Health Action Team partnership, co-ordinated by this Council. The partnership meets quarterly and includes key partners from across the District who are delivering actions set out in the plan to improve the health and wellbeing of residents.
- 5 Partners on the Health Action Team include Kent County Council, West Kent Housing Association, SDC Housing, town and parish Councils, Kent Community Health Trust, Children Centres, Learning Disability Partnership, Age UK, Sevenoaks MIND, Seniors Action Forum, Sencio Community Leisure, Voluntary Action Within Kent, North West Kent Countryside Partnership, West Kent Extra, West Kent and DGS CCG's, Alzheimer's and Dementia Support Services, South East Dance and Moat Housing.

2013-15 Sevenoaks District Health Inequalities Action Plan Overview

- 6 The two year Plan provides a framework and tools to identify, analyse and evaluate actions that can contribute to reducing health inequalities in the Sevenoaks District.
- 7 The Action Plan sets out six objectives to reduce health inequalities across the District:
 - Give every child the best start in life;
 - Enable all children, young people and adults to maximise their capabilities and have control over their lives;
 - Create fair employment and good work for all;
 - Ensure a healthy standard of living for all;
 - Create and develop healthy and sustainable places and communities;
 - Strengthen the role and impact of ill health prevention.

- 8 The progress of partnerships actions collected as part of this Action Plan is collated quarterly to contribute to delivering the health and wellbeing priorities in the Sevenoaks District Community Plan.

2014/15 – End of Year Summary Report

- 9 Sevenoaks District Council is responsible for monitoring the Action Plan in partnership with the Health Action Team. Monitoring data is collected from partners and reported at the quarterly Health Action Team meetings. The Action Plan uses a traffic light system to measure progress as follows:

- Green – on target or exceeded target
- Yellow – target not achieved, requires some remedial action
- Red – Unlikely to be achieved
- Purple – Data missing

- 10 The two year action plan contains 56 actions. A target within the Communities and Business Service Plan was set for over 80% of actions on target. The annual monitoring summary for 2014/15 at Appendix A shows the following:

Green	82%
Yellow	7%
Red	2%
Purple	9%

- 11 2% of the actions are red. These were identified by the SDC housing team as a development issue that was outside the District Council’s control, causing a number of schemes to be delayed. These will be included in the higher target number for 2015/16. This summary shows that 9% of the actions had some data missing (marked in purple) at the end of 2014/15 and we continue to work with partners during 2015/16 to collect measureable data for these actions. The progress made against the actions can be found on pages 5 and 6 of Appendix B.

Moving Forward

- 12 When we compare our 2015 Health Profile to that of 2012 there have been improvements as follows:
- A reduction in the number of children living in poverty
 - Increases in male and female life expectancies
 - A decrease in the life expectancy gap between the most and least deprived men, from 4.5 years to 3.2, which is a reduction of 1.3 years

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- A decrease in the percentage of children in Year 6 who are obese
- Decreases in hospital stays for alcohol related harm and self-harm

However, through the same profiles we are also seeing:

- An increase in numbers killed or seriously injured on our roads
- Increases in smoking related deaths, excess winter deaths and hip fractures
- Increases in recorded diabetes and malignant melanoma
- An increase in drug use and in alcohol specific hospital stays for the under 18s

13 With the current two year Mind the Gap Plan at an end, Officers have reviewed the priorities to develop a new three year action plan (2015-18). The priorities are:

- Promoting healthy weight for children
- Support older people to keep them safe, independent and leading fulfilling lives
- Support businesses to have healthy workplaces
- Meet the housing needs of people living in the District including affordable and appropriate housing
- Sustain and support healthy communities
- Reduce the gap in health inequalities across the social gradient

14 Deliverable and measurable actions relating to these priorities identified within each section of the new plan will be monitored by Officers and reported quarterly to the Health Action Plan partners.

Key Implications

Financial

15 Sevenoaks District Council received £130,741 from Kent County Council in 2015/16 for the co-ordination and delivery of health prevention programmes by this Council, through a Service Level Agreement. Further funding for 2016/17 has not yet been confirmed by KCC.

Legal Implications and Risk Assessment Statement.

16 There are no legal implications relating to this report

Equality Assessment

- 17 Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to (i) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, (ii) advance equality of opportunity between people from different groups, and (iii) foster good relations between people from different groups. The impact has been analysed and does not vary between groups of people. The decisions recommended through this paper are the result of a wide-ranging health impact assessment and the action plan responds to the identified needs.

Resources (non financial)

- 18 Staff to co-ordinate and facilitate the health projects are paid from the funding that this Council receives from Kent County Council Public Health Directorate.

Conclusions

- 19 Members are asked to note the contents of the 2014/15 annual summary report for the 2013-15 Sevenoaks District Health Inequalities Action Plan at Appendix A.
- 20 Members are asked to consider and adopt the new 2015-18 Sevenoaks District 'Mind the Gap' Health Inequalities Action Plan at Appendix B.

Appendices

Appendix A –2014/15 Annual Summary Report

Appendix B – 2015-18 Sevenoaks District Health Inequalities Plan

Background Papers:

[Sevenoaks District Community Plan](#)

[2013-15 Sevenoaks District 'Mind the Gap' Health Inequalities Plan](#)

Health Impact Assessment

Lesley Bowles
Chief Officer – Communities & Business

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Sevenoaks District Council

Health Inequalities Annual Report

April 2014 – March 2015

1. Introduction

Sevenoaks District Council is commissioned annually to deliver a range of health prevention programmes by Kent County Council's Public Health Team. The Sevenoaks locality funding allocation is £130,741 per annum to deliver agreed programmes to contribute to actions with the Sevenoaks District Health Inequalities Action Plan and to improve the health and wellbeing of local residents.

During 2014/15, this Council has delivered 1,108 individual sessions as part of the programmes with a total of 10,995 attendances at these sessions, with 2,054 new people taking part during this year. Case studies to showcase individual achievements, outcomes and the benefits of attending the programmes are detailed from page 9 of this report.

2. Health Inequalities Action Plan

The work this Council is commissioned to deliver forms an integral part of the Sevenoaks District Health Inequalities Action Plan, 'Mind the Gap'. The summary below shows the outcomes and outputs achieved and how these contribute to this Action Plan:

Target	How is that measured?	2013/ 2014 Baseline	14/15 Target	14/15 Year Total	Year End Status	Year End Narrative
Support parents and children to maintain a healthy weight	No. attending Fun, Fit and Active	23	25	25	Green	25 families from the Edenbridge, Sundridge and Brasted, and Otford Primary school attended the Fun, Fit and Active Programme, learning about exercise and nutrition
Increase interaction between parents and children including healthy lifestyles and active play	Attendances at Health Promotion Projects run with Children's Centres by SDC	14	15	16	Green	Sevenoaks District Council has worked closely with Children's Centres in the District to run the new children's healthy living programme in Sevenoaks and Edenbridge, using their kitchens to teach families about healthy cooking and eating.
Increase referrals for home adaptations and falls prevention pathways to reduce the risk of falls	No. of Chair Based Yoga Projects run by SDC	3	3	3	Green	SDC continues to offer 3 chair based yoga classes. The target for 14/15 was 2000 and there were 2630 attendances. The participation numbers for the yoga classes are continuing to increase each year.
	No. of Health Walks delivered by SDC	8	9	8	Green	SDC currently run 8 health walks with on average 144 walkers taking part each week. SDC is looking to develop the walks next year by adding a few more to the programme.
	No. of people attending Yoga, Chair Based exercises and postural stability classes	2560	2000	2630	Green	See 6

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Target	How is that measured?	2013/2014 Baseline	14/15 Target	14/15 Year Total	Year End Status	Year End Narrative
Improve early diagnosis of dementia and provide services and activities to support sufferers and carers	Number of Health Checks Undertaken by SDC Health Team	217	80	83	Green	The SDC Healthy Living Team has completed 83 health checks this year across 7 libraries.
Promote sensible drinking and ensure treatment and support services are accessible for all	Number of AUDIT-C's completed	359	200	362	Green	These assessments are carried out as part of the Health Check System and the Why Weight and Get Sorted Programme.
	Number of AUDIT-C's that were follow ups	151	125	172	Green	
Reduce the prevalence of Type 2 diabetes through early detection and prevention	No. of People attending Why Weight and Get Sorted	1160	1400	1648	Green	The SDC Healthy Living Team have achieved this target for the fifth year running, and now has over a thousand people registered on the programme
Deliver activities to promote the benefits of increased physical activity and reduce obesity	No. of people attending SDC Health Walks	5913	5000	6434	Green	The number of attendances on SDC Health Walks exceeded the target of 5000 by 1434.
	No. of Attendances at Up and Running	81	60	69	Green	The Up and Running Programme has continually achieved the outcomes of the project.

3. Healthy Weight

Adult Weight Management Programmes:

Why Weight - A 12-week adult weight management course run by qualified professionals. Designed for people who are over 18 and have at least two stone to lose. Helps people to understand the relationship between food, exercise and weight control. Each weekly session focuses on a particular healthy eating subject and a 30 minute reintroduction to exercise class.

The Adult Weight Management Programmes have continued to grow during 2014/15, building on the success of previous years. The target set for this project is for 230 adults to be recruited to a 12 week weight management programme.

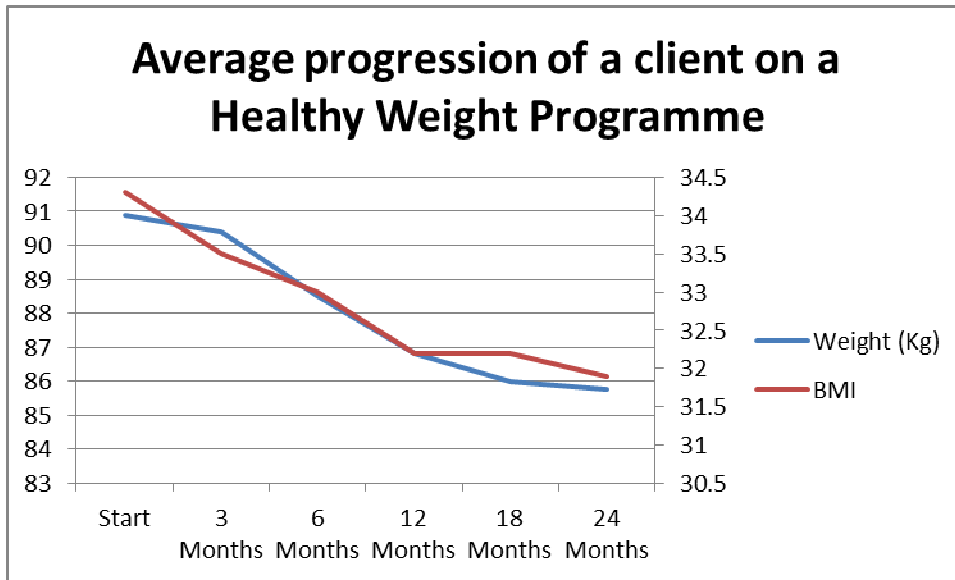
Referrals from a range of health professionals, including GPs, nurses, Health Trainers, KCHT (Kent Community Health Trust) and pharmacies, continue to rise, from 19% in 2013/14 to 22% in 2014/15. The increase in referrals has been a result of Health Trainers and Kent Community Health Trust Health Check Team now linking into the work that SDC are delivering.

In 2014/15 we recruited 274 adults and who completed the programme, this represents a deliver of a 20% increase over the target. As a result of increased referrals and partnership working with key local organisations, including Sencio community leisure, New Ash Green Sports Centre and West Kingsdown Village Hall, we have seen an improvement in the retention figures of people

attending at least 8 sessions, which is considered to be a threshold to sustained lifestyle and behaviour changes.

As part of the programme, each person has their Body Mass Index (BMI) recorded at the start and end of the 12 week programme and then at 6 monthly intervals to record and track their lifestyle changes, weight loss and weight measurement. At Week 1 of the programmes, a total of 65.8% of people recruited were classed as overweight (BMI: 28-39), and a further 16.6% classed as obese (BMI: 40+). Table 1 demonstrates the average progression of participants of Why Weight over a two year period, including the 12 week programme and follow-up intervals:

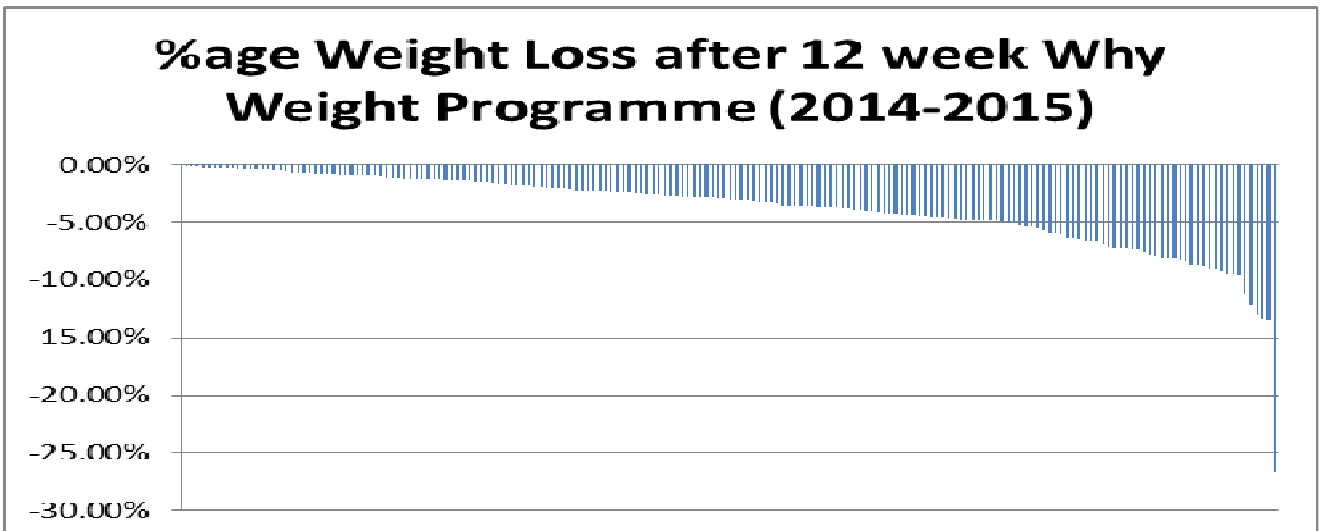
Table 1:



11.5% had a BMI under 28, and these were referred to the programme as they have co-morbidities (a long term condition including Type 2 Diabetes, Asthma, Joint Problems, Arthritis, Heart Conditions etc); evidence shows that this group can also benefit from attending the programme as it educates them on healthy food choices and exercise to help them manage Long term conditions.

Table 2 indicates the percentage weight loss of participants who have taken part in the Why Weight programme at 12 weeks. The table indicates that 16.8% have already achieved the 5% weight loss target during the Why Weight programme and around 60% of participants have lost sufficient weight to be on course to lose 5% shortly after attending the course..

Table 2:



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Feedback from the programmes continues to be very positive with many of the participants motivated to achieve longer term goals, including signing up for gym membership and getting involved in other activities in their local area.

Positive changes recorded in lifestyle, exercise and behaviours - Week 1 to 12

Physical Activity: 26.49% of people increased their minutes of moderate or vigorous exercise
Healthy Eating: 26% of people increased their portions of 5-a-day
Mental Wellbeing: 14.5% of people stated that their mental wellbeing had improved

To establish the effectiveness of the Why Weight programme, each year we ask people at the end of the programme if they are able to share their story. A case study is set out at Appendix A



In Summary

Since April 2010, we have recruited and supported 1,291 people through Why Weight in the Sevenoaks District, with most taking advantage of our 1:1 on-going support service, Get Sorted, which helps them to continue to maintain their weight loss and achieve health goals. For these participants, the following achievements have been noted:

- 77% continued to achieve their weight loss goals after two years, with 31% of these achieving a weight loss of 5% or over;
- Total inches lost at waist measurements – 380 inches;
- Total weight loss – 2.1 tonnes;
- New minutes of exercise – 77,738 mins per week;

Recommendations for 2015/16

SDC has a policy of continuous evaluation of services and projects and has evaluated Why Weight on an ongoing basis, including surveying participants for their feedback. Recommendations include;

- A reduction in participants per Why Weight from 20 to 15. It has been highlighted that the high number of people in one session is why people drop out.
- Introduce incentives to all programmes; Retention numbers of participants to eight or more sessions during this year's programmes that had incentives, were significantly better than those with no incentives.

4. Fun, Fit and Active (Family Weight Management Programme)

Throughout this year we have continuously worked in partnership with the healthy Schools Team at KCHT, school nurses, children's centres and primary schools to work with targeted schools that are flagged through the National Child Measurement survey. Each year we work with five schools to help families achieve a healthier lifestyle and improve their child's weight.

The schools we worked with were;

- Edenbridge Primary School,
- Sundridge and Brasted Primary School,
- Downsview Primary School,
- Horizon Primary School
- Otford Primary School.

We worked with Head teachers or specialist Health Coordinators at each school to look at actions that could be put in place to achieve enhanced healthy Schools status which includes;

- encouraging pupils to get more active,
- educating on healthier lunches,
- catering staff offering healthier options, a
- for parents to understand the benefits of eating healthily for the whole family.



Part of the criteria for a school to receive Healthy School status is to run family programmes and school workshops that encourage parents and children to learn more about healthy eating and increase participants in exercise.

We have run and completed three programmes reaching out to 25 families who all have benefited from the experience and adopted healthier options within their family's lifestyle and behaviours.

In each of the five targeted schools for this year, the SDC health team has attended and presented at whole school assemblies and workshops for each year, educating and reaching out to over 1301 students on healthy eating. We also ran coffee morning sessions for concerned parents who have benefit from talking to a nutritionist about healthier lifestyles.

5. Health Walks

We have continued to support eight health walks across the District, led by trained volunteer health walk leaders. There were a total of 6,928 attendances, an 17% increase from last year, with 101 first time walkers.

We have managed to run two health walk leader training sessions and have trained an additional six volunteers to lead Health Walks across the District.

The health walk programme has not only given people the opportunity to socialise and explore their rural surroundings, but it has also helped people improve their fitness and wellbeing. Each year we have increased the number of people joining health walks as a tool to lose weight and recover from pre-existing injuries or surgery. To capture this information, we evaluate each walk throughout the year.



Positive changes recorded in lifestyle, exercise and behaviours

General fitness:	78% reported that they felt fitter as a result of walking
Mental Health:	72.5% reported their mental wellbeing has improved
Weight:	18.75% reported that their weight has improved
Activity levels:	62.5% reported they have increased the amount of activity they do each week

Agenda Item 5

Here are a few comments from participants;

"The walking group is helping to strengthen my joints and build up my stamina. Joining the group has made me less isolated."

"Quite a social event, look forward to it each week, met a lot of new people. Very friendly group and leaders. Feels good for health reasons to be outside regularly."

6. Yoga Classes for Over 50s

- Three classes have continued to run each week, in Shoreham, South Darenth and Dunton Green. There was 1,391 recorded attendances this year with 20 new recruits. Most common conditions, of people attended, include heart conditions, back pain, cancer, Osteoporosis, Asthma, Spinal Stenosis, Knee operation, and joint operation. It has been reported by these individuals that the yoga classes have helped strengthen, relax, and motivate each of them in their recovery.



Of the sample of people evaluated:

- 61.7% have a pre-existing medical conditions and stated that their condition has improved as a result of this class
- 85.2% feel that their general fitness has improved
- 73.4% reported that their mental wellbeing has improved

7. Falls Prevention

Falls Prevention classes target those at risk of falls and sustaining osteoporotic fracture, through identifying risk factors such as history of falls/recent injuries from, balance/gait problems, inability to rise from chair without using arms, multiple medications etc.

The aims of the class are:

- Improving older people's stability during standing, transferring, walking and other functional movement
- Strengthening muscles around the hip, knee & ankle
- Increase the flexibility of the trunk & lower limbs
- Teaching coping strategies, for example, how to get up from the floor and whether it is safe to do so after a fall.
- Relearning skills of everyday living and maintenance of upright posture during balance challenges

We have continued to run four falls prevention programmes across the District, facilitated by experienced and fully trained instructors. This year, we have had increased attendance, due to a successful care plan developed by Kent County Council with support from the local authorities and primary care services. We have had 1,238 attendance and 40 new recruits, which a 50% increase from the previous year.

To capture the impact Falls prevention sessions has on an individual, we produced a case study on a participant of the class to talk about how he has improved as a result Appendix D

8. NHS Health Checks

SDC is commissioned by Kent Community Health Trust to deliver NHS Health Checks across the District. The service is to establish underlining issues people may have that they are unaware about.

During the year, we delivered 66 checks to residents who have been identified by health colleagues as not regularly visiting their GP. The health check consists of checking;

- their blood pressure,
- identifying their BMI,
- checking their cholesterol levels,
- smoking status,
- level of activity,
- and alcohol consumption.

To identify groups we worked in partnership with Kent County Council's Libraries, Registrations and Archives service to run six health check events in local libraries during a six month period. Appendix C is a copy of the advert we placed in our in-house council magazine. Recruitment from this filled 80% of the spaces available.

As a result of screening these 66 individuals, the following results were identified:

- 50% people with a BMI above a healthy weight;
- 17% people with high cholesterol;
- 30% people with high blood pressure

All of these people were classified as being at a risk of developing a long term health condition including Type 2 diabetes etc. and received lifestyle advice, referring to their GP for a follow up test and into our healthy living programmes including Why Weight.



9. Up and Running

Up and running is a Progressive running group for women suffering mild depression or anxiety

During 2014/15, we ran two ten week programmes, recruiting 11 people and delivering 20 sessions.

The programme was advertised in;

- Local newspaper
- Local Leisure Centre
- Town magazine
- And SDC in-house council magazine (Appendix C)

At the end of the programme participants were asked to complete an evaluation form to express how they felt the programme had impacted on their mental health, and below is some of the feedback from people taking part:

"It has given me a sense of achievement as well as improving general health and fitness"



Agenda Item 5

“It has greatly benefited me having a regular exercise programme and meeting up with other like minded people”

10. Virtual Healthy Living Team

The SDC healthy living team supports community projects, led by residents or community organisations. This year, we have built stronger relationships with the community and achieved outcomes working:

Dementia

Sevenoaks District Council is a member of both the Dementia Forums in the District (Swanley and the Northern Parishes and Sevenoaks Area). Other members include resident representatives, Kent County Council, Local Schools, Alzheimer’s and Dementia organisation, Good Care Group, Town and Parish Councils. Much of the focus for the groups this year was to identify gaps in provision and services that are available to residents who are affected. Another outcome was to train and support front line staff with their understanding of dementia to be able to support customers.

- Four community dementia events were organised, reaching out to over 150 residents and businesses, offering them information on local services.
- To help support frontline SDC, arranged five dementia friends sessions at the Council offices, training over 230 staff.
- SDC supported Alzheimer’s and Dementia services, community wardens and the local voluntary group to set up a memory café in Hartley for people living with dementia. (Appendix F)

How the waist was won

Hartley resident Maris Goddard is looking great since she took part in our 'Why Weight' health programme in September.



The 53 year old Bexley Council worker has lost a staggering three stone and, for the first time ever, even enjoys shopping for ladies' fashion. What's more her healthy habits have rubbed off on her husband who has lost weight as well.

Maris spoke with In Shape about Why Weight and how it's changed her family's life for the better.

"I heard about Why Weight from my GP. I have Type 2 Diabetes and was at the limit of taking oral medication to control my condition. My GP gave me an ultimatum: lose weight to reduce my blood glucose level or begin insulin injections.

"I decided to join the Why Weight 12 week healthy weight programme. Every week we started with 30 minutes of exercise. Combined with weekly weigh ins and advice about healthy eating and a healthy lifestyle, it gave me all the tools I needed to lose weight."

"Prior to Why Weight I'd refused to have scales at home, but I found it helpful to have someone keeping

an eye on me during the weight ins, offering encouragement. The best thing was meeting up with likeminded people to share tips, experience, encouragement and plenty of laughs."

"Since finishing Why Weight, I take daily exercise and follow a healthy diet. For the first time in years I'm in control of my weight. I feel confident and even enjoy clothes shopping, something I've never done before."

"As well as losing three stone, my blood glucose level has reduced and I'm on track to reduce my medication. And, as my husband Colin eats the same as me, he too has lost two stone and is looking great! Now I weigh less than I did when we were married in 1981.

"I even have bathroom scales at home and look forward to weighing myself each week!"

The next Why Weight courses will begin on these dates and locations across the District.

- **Tuesday 22 April**, 6pm to 7.30pm, Sevenoaks Primary School
- **Thursday 24 April**, 1pm to 2.30pm, Swanley White Oak Leisure Centre
- **Monday 12 May**, 6pm to 7.30pm, Edenbridge Leisure Centre
- **Wednesday 2 July**, 6pm to 7.30pm, Swanley White Oak Leisure Centre
- **Friday 4 July**, 9.30am to 11am, West Kingsdown Community Centre
- **Friday 4 July**, 12 noon to 1.30pm, Sevenoaks Leisure Centre
- **Monday 22 September**, 6pm to 7.30pm, Edenbridge Leisure Centre
- **Tuesday 23 September**, 6pm to 7.30pm, Sevenoaks Primary School
- **Thursday 25 September**, 1pm to 2.30pm, Swanley White Oak Leisure Centre

To book a place, please call us on 01732 227000 or e-mail healthyliving@sevenoaks.gov.uk

Why Weight is run by Sevenoaks District Council and funded by Kent Public Health

8 | Health

Four ways to health and fitness



Health walks

Take a step towards a healthier life with our free weekly walks, which are led by trained volunteers. Walks take place in eight locations and are open to all, although children under 16 must be accompanied by an adult and last about an hour.

Cllr Faye Parkin runs the West Kingsdown walk: "Taking in the fresh air and meeting with the group is such fun and one of my highlights of the week. It's sociable and what's more, you're getting fit in the process."



Yoga for over 50s

A relaxing way to improve fitness and flexibility. The classes take place in Dunton Green, Shoreham and South Darent with sessions costing £2 or £2.50 (depending on location) with refreshments included. There's no need to book, just turn up. Beginners and newcomers are always welcome.

Yoga leader, Sabine Smith, says: "The classes are a really relaxing, fun and a sociable way to improve fitness and overall wellbeing."

If you're looking for new ways to improve your health and fitness – look no further! We run many services to help you improve your physical and mental health whilst having fun and meeting new people.

To join in, visit www.sevenoaks.gov.uk/health or call us on 01732 227000.

Falls prevention

Aimed at residents aged 60 and over who are concerned about falling. Weekly sessions run in Edenbridge, Otford, Sevenoaks and Swanley and give you the knowhow to avoid a fall and what to do if you take a tumble. The classes includes light exercise, usually in a chair, to improve balance, strength and stability.

Session leader, Lucy Maclean, says: "These classes give confidence to older people, helping them to lead active lives, continuing to do the things they love."



Up and Running

This is a jogging group for women who have mild to moderate depression, low self-esteem, anxiety or depression.

The group is ideal for non-runners and starts with walking and gentle jogging, building up over 10 weeks. Next courses begin after Easter in Sevenoaks.

There's a small charge for taking part.

Running group leader, Shona Campbell, says: "Outdoor exercise can really help with low moods and anxiety and this friendly and non-competitive group has helped many women. The majority say that their physical and mental wellbeing have improved as a result of taking part."



Free health MOTs

If you're aged 40 to 74 you can give yourself the once over with our free health checks.

The personal MOTs can help steer your health in a positive direction by letting you know how to reduce your risk of heart disease, dementia, kidney disease, stroke and diabetes - conditions that all too often affect people in this age group.

Your results will be shared with your GP and they may contact you if they believe something needs a closer look.

The test involves answering some simple questions and giving a single drop of blood to test your cholesterol levels. Each check takes about half-an-hour and is taken by a qualified health professional.

The service is available to any resident who has not had a health check in the last five years.

To find out if you're eligible for a free health check visit www.sevenoaks.gov.uk/healthchecks or call 01732 227000. Health checks are extremely popular and places must be booked in advance.



Feel the benefits of running

Sevenoaks town has two unique jogging groups that can help you enjoy the benefits of running.

Up and Running aims to help women manage the symptoms of depression or anxiety and Primetime Jogging is for men and women aged over 50 who would like to take up the sport.

Up and Running was set up in 2010 by Harriet Heal, a clinical psychologist, and Shona Campbell, a running coach.

Primetime Jogging was set up in April by Jo Kingston, also an experienced running coach, and Shona Campbell.



Did you know that people who do regular physical activity have:

- an **83%** lower risk of osteoarthritis
- a **68%** lower risk of hip fracture
- a **50%** lower risk of type 2 diabetes and colon cancer
- a **35%** lower risk of coronary heart disease and stroke
- a **30%** lower risk of falls (among older adults), depression and dementia
- a **20%** lower risk of breast cancer

To find out more about these running groups, please phone or text Shona on 07710 279497 or e-mail shona@shonacampbell.com.

8 | Health

Stan keeps his feet on the ground

A Swanley resident with a passion for plants is continuing to stay fit and active in the garden thanks to our Falls Prevention Classes.

In Shape spoke with 82 year old Stan Long, a former landscape management professional and keen gardener.

Stan, who has lived in the town for more than 40 years, attends our Falls Prevention Classes that have helped more than 50 older people over the last year to stay safe, active and independent by staying on their own two feet.

Stan says: "Although I've not had a fall, in recent years I had become more and more concerned that I may have one. I was quite worried that if I started to lean forward, even a little, I would lose my balance, stumble and end up on the floor. I know that at my age this can have serious, even life-threatening consequences.

"But when I heard about the Council's Falls Prevention Classes I thought it may help so I decided to give it a go.

"The classes are all about building up your body strength with simple exercises, improving balance and using tactics to help you stay on your feet in a no pressure, supportive environment. Best of all you're encouraged to go at your own pace.

"You start with a few seat-based exercises then you stand up to do a few gentle exercises to build up your leg muscles. Later there are further gentle exercises to improve your upper body strength by building up the muscles in your arms and shoulders.

"Improving your balance is obviously important, so part of the course is spent walking on your toes and your heels.

"But crucially it's the tactics taught throughout the course which really help. One of the things you're told is how to gradually stand up from



a seated position, reducing your risk of falling.

"If the worst happens, and you do fall over, you are taught how to get back on your feet without panicking using various positions that minimise the risk of further injury.

"Thanks to the course I am much more confident on my feet and I really

believe that I can continue to stay active for longer. My wife Pauline is very pleased as well. She has seen my confidence grow since I took part in the Council's Falls Prevention Classes giving us more opportunities to spend time together in our garden."

To find out about classes near you, visit www.sevenoaks.gov.uk/falls or call us on 01732 227000.

Be Inspired, Be Active!

Residents in Farningham, Horton Kirby, South Darent, Fawkham and West Kingsdown are embracing our latest sports project 'Be Inspired, Be Active' in their droves.

We're running an exciting programme of free sport taster sessions and sports courses after we secured £60,000 of external funding from Sport England.

And we've had a fantastic response. Launched at the St George's Day fete in Horton Kirby, more than 200 people have already tried their hand at a variety of activities, from archery and street dance to pad-boxing and the Paralympic Games sport of Boccia.

There are many courses on offer including archery, football, netball, street dance and even Boogie Buggy Fit for mums with young children.

Even more activities are in the pipeline such as basketball, volleyball, table tennis and badminton.

All the programmes take place in community venues in Farningham, Horton Kirby, South Darent, Fawkham and West Kingsdown and are completely free.

You can find out more and sign up to courses at www.sevenoaks.gov.uk/beinspired. Alternatively call us on 01732 227000 or email healthyliving@sevenoaks.gov.uk.



Let's talk about dementia

Dementia affects more than 820,000 people in the UK and many of us may know someone who is affected by this life changing disease.

We are working closely with Kent County Council, the Sevenoaks District Seniors Action Forum, support organisations and local communities to make the District a more dementia friendly place.

Local people with dementia have told us they want to maintain their social networks, feel they belong in their community and continue to live the life they had before their diagnosis.

The Swanley Dementia Friendly Communities Forum started last August. As part of the Forum, local people are working to make facilities in Swanley and the surrounding area more accessible to people with dementia. The Sevenoaks Dementia Friendly Communities Forum was also

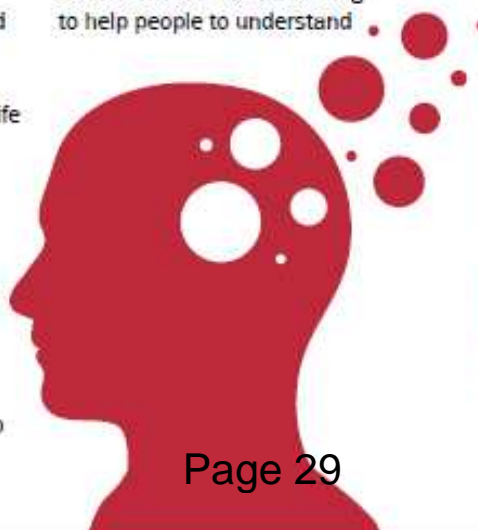
launched earlier this month to engage more people across the District.

Everyone can play a part in supporting people with dementia and their carers. As part of this work, we continue to run 'Dementia Friend' training to help people to understand

dementia and the support available. We are leading the way and we have already trained over 100 of our staff and partners as 'Dementia Friends'. We are also looking at physical changes to our building signage to be more dementia friendly.

If you would like to take part in Dementia Friend training or would like to get involved in Dementia Friendly Communities Forums please call us on 01732 227000 or e-mail healthyliving@sevenoaks.gov.uk

If you have any questions or concerns about dementia, you can call the dedicated Kent Dementia Helpline anytime on the freephone number 0800 500 3014 or visit www.alz-dem.org



New Year, new you!

With Christmas now upon us, it's easy to over indulge with friends and family. If you find you've piled on more pounds than you'd hoped then 'Why Weight' – start the New Year in style with a slimmer you!

Our free 12-week 'Why Weight' programme has been designed to help people lose weight in a healthy, productive way.

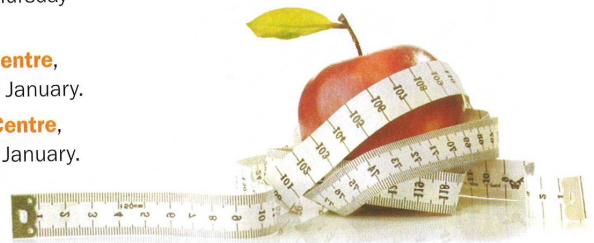
Each week you'll start with 30 minutes of gentle exercise, combined with weekly weigh-ins and advice about healthy eating and how to follow a healthier lifestyle.

Why Weight has been running for five years, helping hundreds of people to lose weight and lead a healthier lifestyle in a friendly, supportive environment.

The next courses will take place across Swanley, Sevenoaks and Edenbridge on the following dates and times:

- **White Oak Leisure Centre, Swanley**, from 6pm Wednesday 7 January.
- **White Oak Leisure Centre, Swanley**, from 1pm Thursday 8 January.
- **Sevenoaks Leisure Centre**, from 12 noon Friday 9 January.
- **Edenbridge Leisure Centre**, from 6pm Monday 12 January.
- **Sevenoaks Primary School**, Bradbourne Road, from 6pm Tuesday 13 January.

For more information and to book, visit www.sevenoaks.gov.uk/whyweight or call us on 01732 227000.



Hartley memory café opens its doors

The first community-led memory café has opened in Hartley, offering visitors a welcoming and supportive environment.

Hartley Memory Café opened in August and is the first of its kind in the District as it's run by volunteers under the umbrella of the Alzheimer's and Dementia Support Services.

Jackie West, a Kent County Council Community Warden who works in the village, identified the need for the café and helped to get it off the ground.

Jackie says: "I was working with some Year Eight students at Longfield Academy who were making sensory blankets for residents at The Old Downs Residential Home in Castle Hill. It was a great way of linking two generations together.

"Stemming from this work I started to get to know people with dementia in the community and realised there was a real need for a space which offered support to those living with dementia



and their carers, somewhere where they could be listened to or just to gain advice in an inclusive environment."

The café, is open on the first Thursday of every month inside the Wellfield Community Lounge in Wellfield, Hartley.

Visitors to the café, which is open

between 10am and 12pm, will also be able to talk to a representative from the Alzheimer's and Dementia Support Services as well as enjoy tea and biscuits and chat to other like minded visitors.

For more information about local dementia services call us on 01732 227000.





Sevenoaks District's Health Inequalities Action Plan

MIND THE GAP Building bridges to better health for all

2015-2018



Foreword



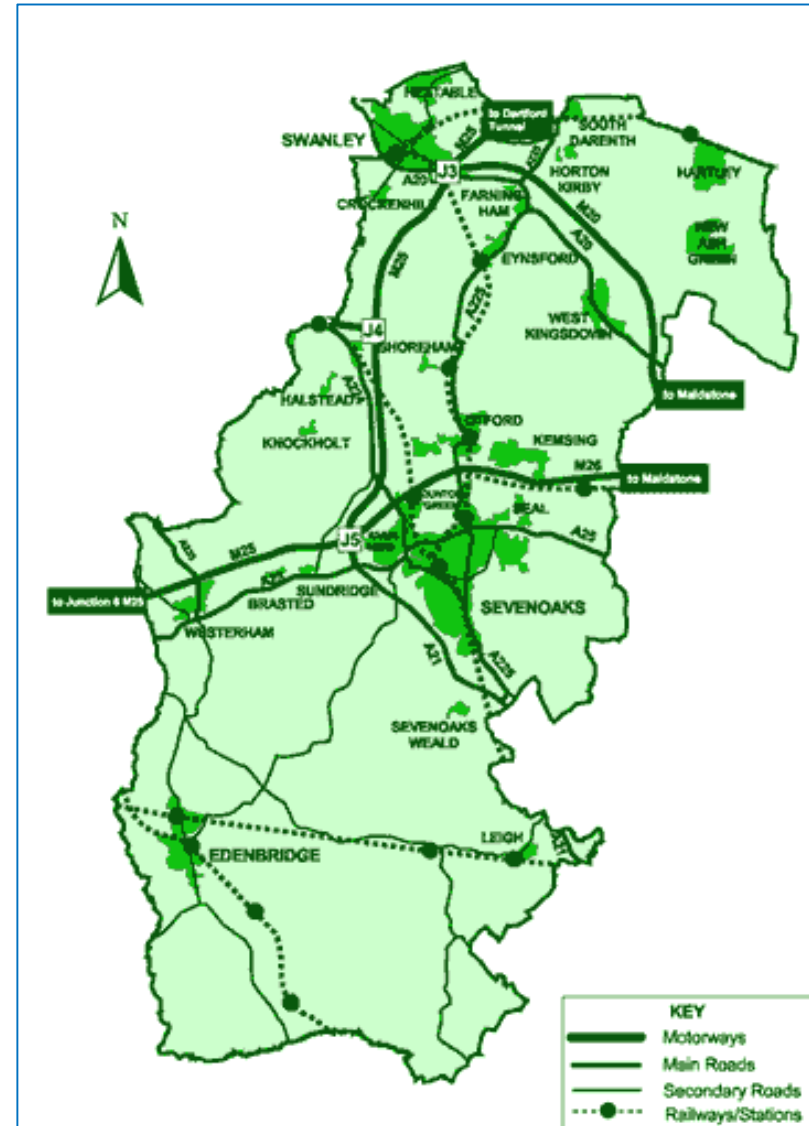
*Cllr Michelle Lowe
Portfolio Holder for Housing and Health
Sevenoaks District Council*

A great deal has changed since we published our first plan three years ago. Clinical Commissioning Groups are now up and running in delivering local services; Health & Wellbeing Boards are overseeing health and social services across the county; and HealthWatch is working with you – the public to ensure your concerns are heard.

We have seen good progress since we published our first Health Inequalities plan in 2013. The number of children classified as obese in Year 6 has reduced. However, we still have more work to do, as there are still too many overweight and obese people in the district risking lifelong health issues. The life expectancy gap between the most and least deprived men has reduced from 4.5 years to 3.2 years, but we still face the challenges of an aging population – meaning our health and social care structures will face increasingly additional pressures over the years to come.

It is good news that overall health is improving. But, the inequalities gap for mortality is increasing, so we have to do more to support our residents in living healthier and for longer. We can not be complacent and must continue supporting people to make healthier choices.

The Mind the Gap Action Plan 2015-18 partners are committed to working together to enable residents of Sevenoaks District to benefit from better access to local services and interventions to improve health and wellbeing. I welcome this plan and look forward to the improvements that it will make.



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Update Summary 2015

In 2013, we published our first Mind the Gap Health Inequalities Action Plan. We have achieved a great deal since then but there is more to do. This document provides an update on our progress and sets out our new priorities for 2015 – 2018.

When we compare our 2015 Health Profile¹ to that of 2012, the District has achieved:

- A reduction in the number of children living in poverty
- Increases in male and female life expectancies
- A decrease in the life expectancy gap between the most and least deprived men, from 4.5 years to 3.2, which is a reduction of 1.3 years
- A decrease in the percentage of children in Year 6 who are obese
- Decreases in teenage pregnancies, in adults smoking and in infant mortality
- Decreases in hospital stays for alcohol related harm and self-harm

However, through the same profiles we are also seeing:

- An increase in numbers killed or seriously injured on our roads
- Increases in smoking related deaths, excess winter deaths and hip fractures
- Increases in recorded diabetes and malignant melanoma
- An increase in drug use
- An increase in alcohol specific hospital stays for the under 18s
- An increase in violent crime

¹ Health Profiles are produced annually by Public Health England and can be viewed here: http://www.apho.org.uk/default.aspx?QN=P_HEALTH_PROFILES

In our first plan 2013-2015 the Health Action Team set local priorities for action. Here's a summary of our progress against those actions over this period:

1. Give every child the best start in life

1.1 Increasing the number of healthy births

- We have maintained levels of provision of outreach contraceptive and sexual health services

1.2 Encouraging access to health services for all

- We have maintained the number of GP surgeries offering out of hours services

1.3 Promoting healthy weight for children:

- We met our target for the number attending Fun, Fit and Active sessions
- We have increased the number using the Junior Passport to Leisure Scheme from 635 to 779

2. Enable all children, young people and adults to maximise their capabilities and have control over their lives

2.1 Improving educational attainment particularly at GCSE level

- The Edenbridge HOUSE project has performed extremely well, attracting over 500 young people per quarter
- We've exceeded our target of building in support services within schools for vulnerable young people through the Schools Enhancement Model

2.2 Support older people to keep them safe, independent and leading fulfilling lives

- We've exceeded our target for the numbers of people attending the Senior Passport to Leisure Scheme
- We've exceeded our targets for the number of people accessing the Care Navigator scheme, home library services,
- We have exceeded our target for attendances at yoga, chair based exercises and postural stability classes
- The Sevenoaks District Seniors Action Forum achieved a significant increase in the number of members registered with, from 372 to 630

3. Create fair employment and good work for all

3.1 Improving chances of employment for people facing disadvantage

- More than double the number of people we aimed for attended career and jobs fair events
- We met our target for the number of people supported into work, training or volunteering
- We saw more people registered as volunteers and more volunteering opportunities available than we expected

4. Ensure healthy standard of living for all

4.1 Provide the right support at the right time including financial capability support and inclusion

- We by far exceeded the number of referrals to the HERO project against the 2013/14 baseline of 82 to 311 in 2014/15
- We exceeded the target for the number of under occupation cases handled, helping older people to downsize their property
- The number of families accessing support via the foodbank was stable

4.2 Meet the housing needs of people living in the District including affordable and appropriate housing

- We began the process for the Older Persons Housing Needs Assessment and this is likely to be completed in 2017
- We have approved 120 Disabled Facilities Grants, significantly more than the 2013/14 baseline of 24

5. Create and develop healthy and sustainable places and communities

5.1 Reduce fuel poverty by supporting development of warm homes

- We have distributed 206 energy saving packs, more than the 150 we planned
- We have completed more energy efficiency retrofits in 2014/15 than in 2013/14

6. Strengthen the role and impact of ill health prevention

6.1 Improve access to screening

- We have carried out more health checks than our target required us to
- We have exceeded the target of 200 AUDIT-Cs (brief interventions for alcohol) achieving 362
- We have maintained the number of pharmacies offering sexual health services

6.2 Reduce the gap in health inequalities across the social gradient

- We have exceeded the target for the number of attendances Why Weight and Get Sorted
- We saw the number of people attending health walks leap from 5,913 to 6,434
- Usage figures for Sencio centres and facilities and disability fitness sessions all beat their target
- Kent Adult Education Exercise Classes exceeded their target
- MIND fitness activities beat their target and Mencap Hall dance and exercise met their target

6.3 Provide support for people with mental illness and raise awareness of mental health issues

- The dementia cafes and support services have taken off and have far exceeded their target
- Mental health workshops, Up and Running and the Mencap drama group have all met or exceeded their targets

However, we have met some challenges along the way. In particular, access to monitoring data for some actions proved challenging. The actions and data in this plan are often owned by other agencies and so we have not always been able to get the information we needed for a full assessment of progress. Furthermore, the financial and political context in which we work is constantly evolving and so projects and plans may change mid-year, affecting the likelihood of targets being met.

For 2015-18 our priorities are:

- 1. Give every child the best start in life**
 - Promoting healthy weight for children

- 2. Enable all children, young people and adults to maximise their capabilities and have control over their lives**
 - Support older people to keep them safe, independent and leading fulfilling lives

- 3. Create fair employment and good work for all**
 - Support businesses to have healthy workplaces

- 4. Ensure healthy standard of living for all**
 - Meet the housing needs of people living in the District including affordable and appropriate housing

- 5. Create and develop healthy and sustainable places and communities**
 - Sustain and support healthy communities

- 6. Strengthen the role and impact of ill health prevention**
 - Reduce the gap in health inequalities across the social gradient

The action plan at the end of this documents sets out what we will do to address these issues. While these are our priorities we will continue to work with our partners to address the other areas of work which contribute to improving health and reducing health inequalities.

Introduction

What Are Health Inequalities?

Health inequalities is the result of a mixture of factors including:

- the long-term effects of a disadvantaged social position
- differences in access to information, services and resources
- differences in exposure to risk
- lack of control over one's own life circumstances
- a health system that may reinforce social and economic inequalities.

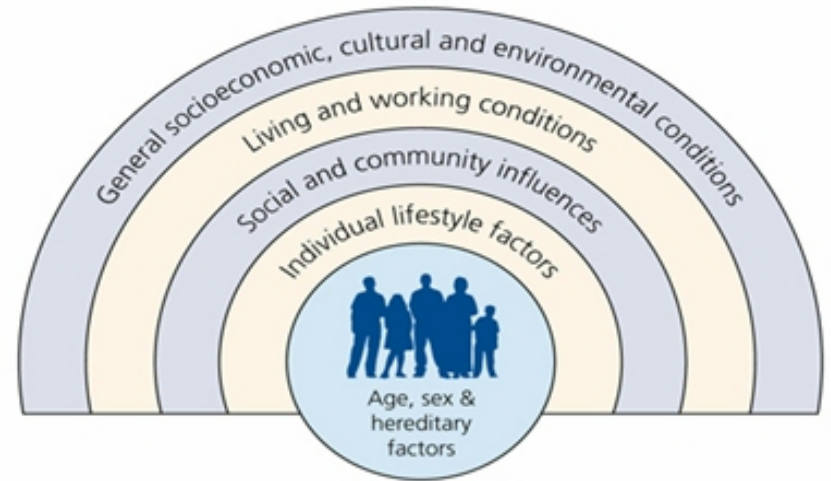


Figure 1 Dahlgren and Whitehead (1991)

These factors all affect a person's ability to withstand the biological, social, psychological and economic that can trigger ill health, these factors are demonstrated in Figure 1. They also affect the capacity to change behaviour.

Measures of health inequality are not primarily about health but about socio-economic status which has an impact on health and can lead to disease. Relative deprivation impacts on a person's ability to participate in or have access to employment, occupation, education, recreation, family and social activities and relationships which are commonly experienced by the mainstream. People in deprived circumstances often do not present with major health problems until too late. Barriers to presentation include structural issues such as poor access and transport; language and literacy problems; poor knowledge; low expectation of health and health services; fear and denial and low self esteem.

Sevenoaks District Health Overview 2015

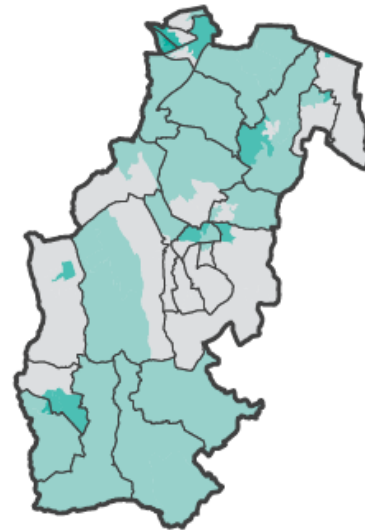
The overall impression of affluence in Sevenoaks District masks local pockets of urban and rural deprivation. While most of our residents (80%) fall within the two least deprived quintiles, 10% of our residents are among the two most deprived quintiles in the country.

The map shows differences in deprivation in this area based on national comparisons, using quintiles (fifths) of the Index of Multiple Deprivation 2010, shown by lower super output area. The darkest coloured areas are some of the most deprived neighbourhoods in England.

Contains OS data © Crown copyright and database rights 2015



Lines represent electoral wards (2013)



This chart shows the percentage of the population who live in areas at each level of deprivation.

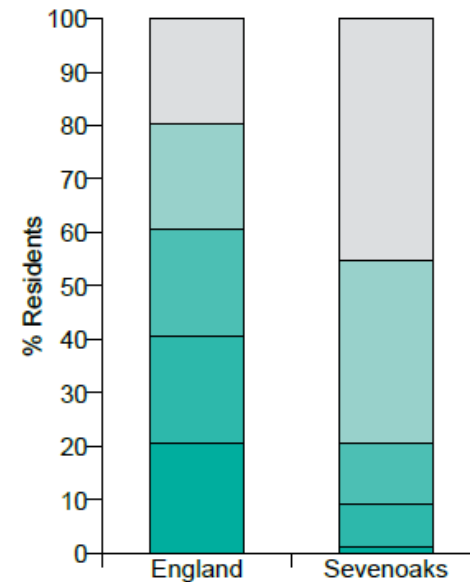


Figure 2 Deprivation quintiles in Sevenoaks 2010 from PHE Health Profile 2015

In addition, forecasts show that in the period of 2015-2019, we will see a rise in all age groups over the next five years with the largest percentage rises occurring in the 85+ age group where the population is predicted to increase by just under 17%.²

This will have a significant impact on the future provision of housing and health services in this District. Both diabetes and dementia will continue to increase. Although the District overall is relevantly healthy in comparison with England and Kent averages, when this data is broken down to ward level it shows inconsistencies relating to access to services and significant health inequalities across areas.

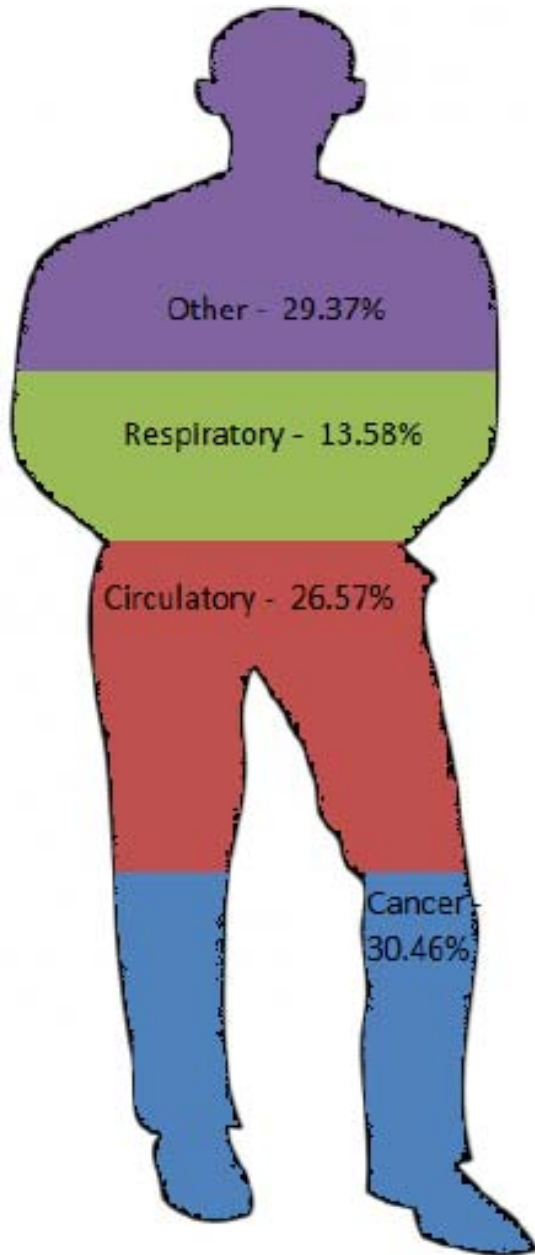
From the 2015 Sevenoaks District Health Profile we know that we are roughly the same as the England average on:

- Smoking at time of delivery and smoking prevalence in adults
- Alcohol specific hospital stays for the under 18s – however, in 2012 we were better than the England average and so this shows a marked deterioration
- Overweight and obese adults
- Incidence of malignant melanoma
- Hip fractures in the over 65s
- Excess winter deaths
- Infant mortality

We are significantly worse than the England average for road deaths and serious injuries. This is a substantial deterioration from 2012 when we were not significantly different to the England average.

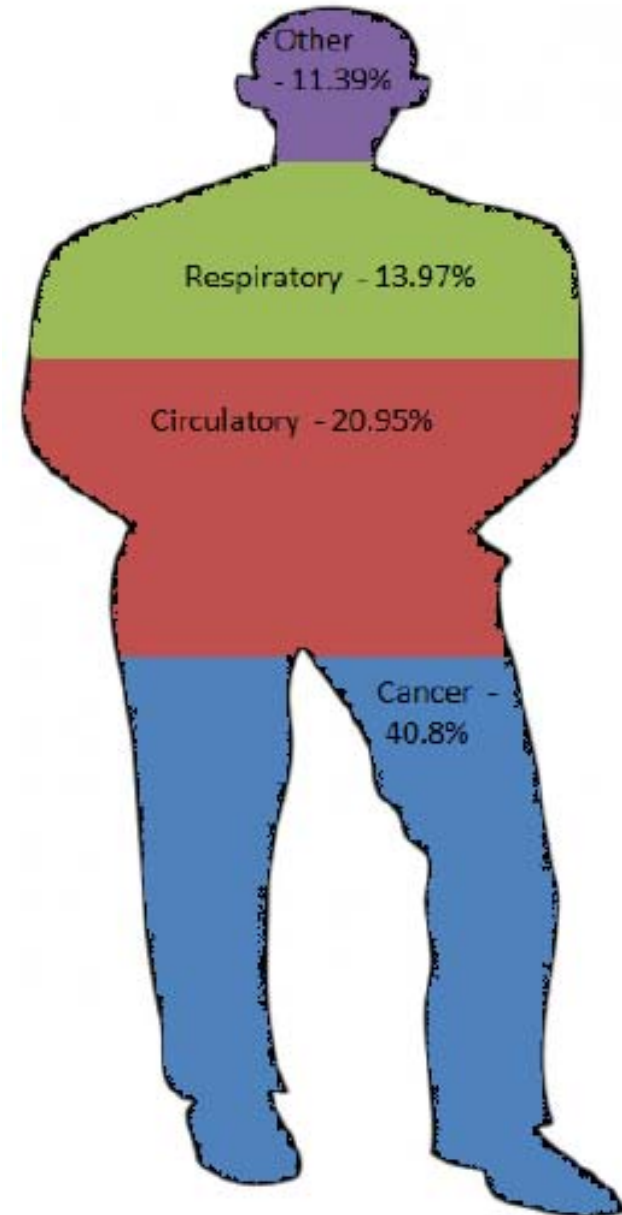
We also perform significantly worse than the England average on GCSE's 5A* - C although we believe that this reflects the availability of education within the district rather than academic achievement.

² Kent and Medway Public Health Observatory, accessed June 2015



The figure on the left shows the underlying causes of death for all age groups in Sevenoaks, 2014.

On the right are the underlying causes for mortality in the under 75s in Sevenoaks in 2014.



Health Inequalities in Sevenoaks District

The calculation of life expectancy at birth is a national measurement used to assess the differences between more affluent and deprived population.

The PHE Health Profiles divided the population into deciles by deprivation. This measure suggests that our life expectancy gap between the most and least deprived has decreased, from 4.5 to 3.2 for men but increased from 0.2 to 1.2 for women.³

The Kent and Medway Public Health Observatory have examined life expectancy in Sevenoaks by ward. The life expectancies were calculated using five years-worth of mortality data (2010-2014). The ward with the highest life expectancy is Crockenhill and Well Hill (89.3) this is 8.9 years more than the lowest life expectancy which is in Swanley St Mary's (80.5).

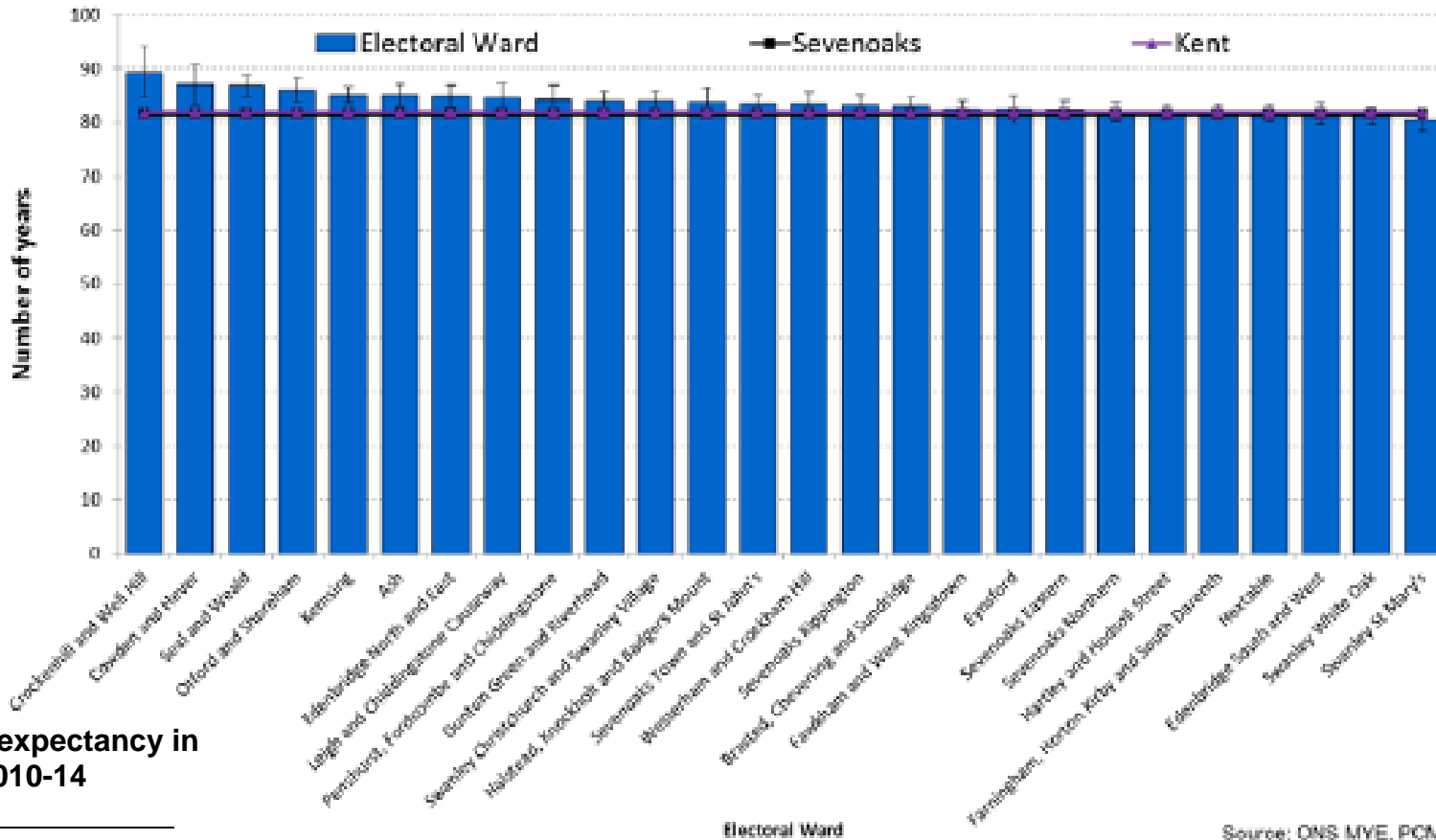


Figure 3 Life expectancy in Sevenoaks 2010-14

³ Health profile 2012 using 2006-2010 data and health profile 2015 using 2011-2013 data

Source: ONS MYE, PCMD

“All Age All Cause Mortality” (AAACM) is the accepted measure of the overall health status of communities. Figure four below shows that overall, AAACM in Sevenoaks District is lower than that for Kent and England. AAACM is reducing in our district, a sign that health overall is improving.

By showing mortality rates charted to deprivation we can demonstrate the overall mortality gap between the richest and poorest in Sevenoaks District. From figure five we can see that the inequalities gap in AAACM in Sevenoaks District has widened over several years to its highest point since 2006. This points to an increase in health inequalities in our population despite overall improvements to AAACM.

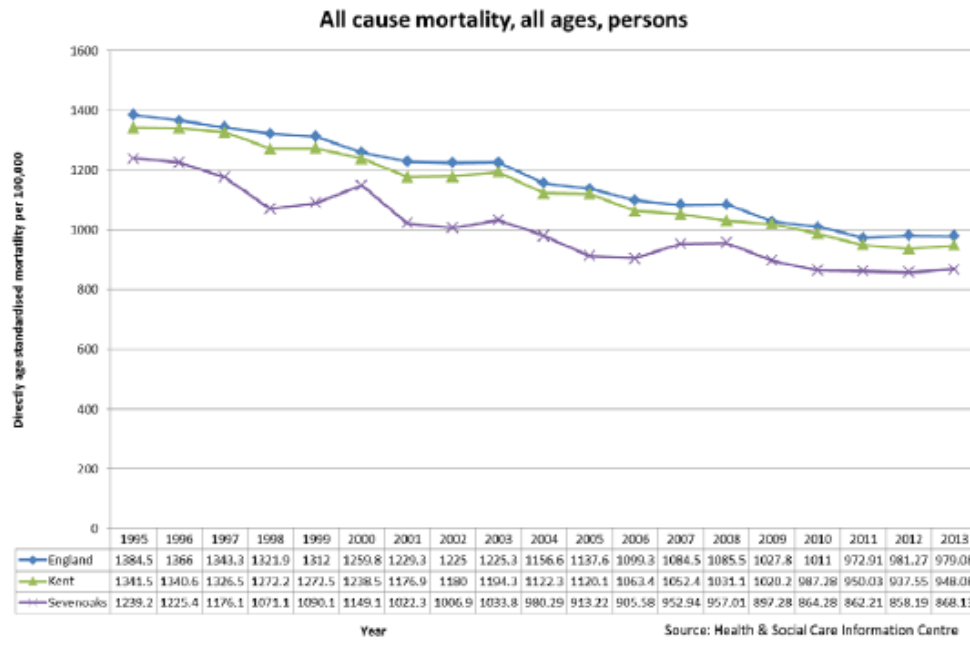


Figure 4 AAACM in Sevenoaks

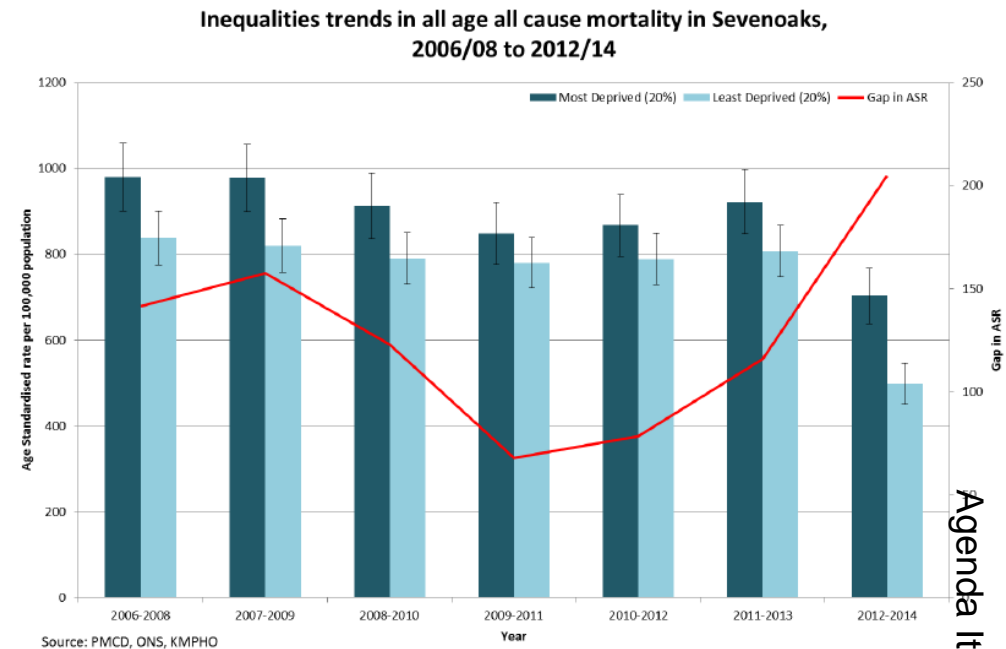


Figure 5 Inequalities in AAACM in Sevenoaks District

What this Plan will do to tackle Health Inequalities in Sevenoaks District

We aim to reduce health inequalities in this District by reducing the gap in health status between our richest and poorest communities, through effective partnership working with key agencies, the voluntary sector and local residents.

Most importantly we will improve health and wellbeing for everyone in Sevenoaks District but we will aim to “improve the health of the poorest fastest” so that more people will live longer in better health and the difference in life expectancy within and between communities will reduce further.

This action plan will be delivered and monitored by the Sevenoaks District Health Action Team which provides a health delivery sub-group of the locality Health and Wellbeing Boards and the Local Strategic Partnership and contributes to delivering the key priorities identified by residents within the Sevenoaks District Community Plan. It will also contribute to the wider Kent ‘Mind the Gap’ Health Inequalities Action Plan.

The Economic Benefit of Reducing Inequalities will yield tangible results for individuals, families and communities. For example, each teenage pregnancy avoided will save a total of £400,000 in extra costs to the taxpayer in health, benefits, tax from earnings and lost productivity. On average every smoker who quits will save over £2000 pa. Every pound invested in tobacco control and smoking cessation will save £11 in health, social care and related costs.

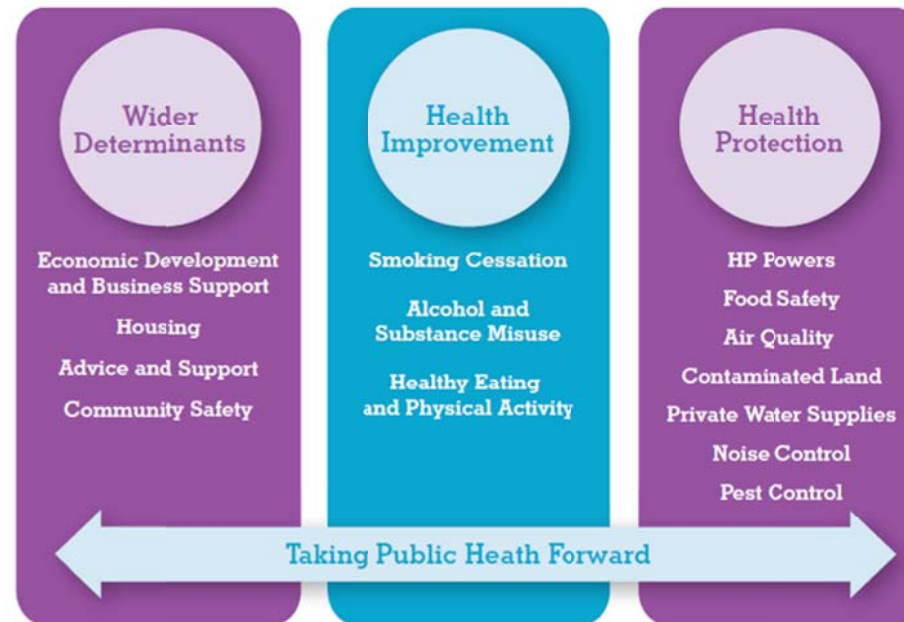
Who Will Do What

This Action Plan provides a framework and tools to identify, analyse and evaluate actions that can contribute to reducing health inequalities in Sevenoaks District. This Action Plan uses the Marmot principles to reduce health inequalities and his recommended life course objectives, from birth to end of life, to improve people’s health throughout each stage of their life course. Within the Action Plan, each objective maps the priorities for this District, in line with the Kent priorities, and highlights the higher priorities for this District that need additional work, through targeted interventions and partnership working.

Each objective provides the evidence data to support the high priorities, whether this is because it is worse than the England or Kent average, or a gap in service provision has been identified. The detailed Action Plan sets out the actions that partners will deliver to achieve the health outcomes and highlights the higher priorities which will be monitored through the Sevenoaks District Health Action Team. Other identified priorities (highlighted grey in the Action Plan) will also be monitored to assess the direction of travel of each action to ensure this work continues to be delivered to make improvements.

Sevenoaks District Council

Although the main responsibility for Public Health sits with the upper tier local authority i.e. Kent County Council, the public health reforms enhance the role of District Councils in improving health and wellbeing outcomes for local residents. From environmental services, housing and open spaces, to the provision of leisure facilities and supporting economic growth, district council services have a vital impact on the wider determinants of health, as well as a major role in health improvement and health protection, as shown in Figure 6.



Source: District Councils' Network – District Action on Public Health

Figure 4 The role of District Councils

Sevenoaks District Council recognises the importance of reducing health inequalities. The Sevenoaks District Community Plan creates a long-term, sustainable vision for the Sevenoaks District and sets out the community's priorities for action, reflecting what people have told us is important to them. Improving the health and wellbeing of residents and reducing health inequalities plays a vital role within all six elements of this Council's vision, including making Sevenoaks District a place with:

- **Safe Communities**
A safer place to live, work and travel
- **Caring Communities**
Children are enabled to have the best start, people can be supported to lead independent and fulfilling lives
- **Green Environment**
People can enjoy clean and high quality urban and rural environment.
- **Healthy Environment**
People can have healthy lifestyles, access to quality healthcare and health inequalities are reduced.
- **Dynamic Economy**
A thriving local economy where businesses flourish, where people have skills for employment and tourism is supported.
- **Sustainable Economy**
People can live, work and travel more easily and are empowered to shape their communities.

Kent County Council

Kent County Council has responsibilities for Public Health and for tackling the social determinants of health inequalities. However they recognise that this will only succeed if all District and Borough Councils and our key partners across each area are engaged and committed to reducing health inequalities in their areas.

The objectives and priorities for the County are set by the Marmot review and the Kent Joint Strategic Needs Assessment (JSNA) and the priorities and actions within the Kent ‘Mind the Gap’ Health Inequalities Plan adjusted to meet the needs of local communities within each District.

Health and Wellbeing Board

The Health and Social Care Act 2012 established health and wellbeing boards as a forum where key leaders from the health and care system work together to improve the health and wellbeing of their local population and reduce health inequalities. Health and wellbeing board members collaborate to understand their local community's needs, agree priorities and encourage commissioners to work in a more joined-up way.

The HWB is responsible for producing a Joint Strategic Needs Assessment (JSNA) and a Joint Health and Wellbeing Strategy (JHWS). JSNAs are assessments of current and future health and social care needs in a particular area alongside an identification of the assets the local community has to meet the identified need. The JHWS sets out how the needs will be met, in the context of identified priorities, as well as enabling the HWB to encourage integrated working between health, public health and social care commissioners. Both documents are to inform local authority and NHS commissioning plans.

The Health and Wellbeing Board in Kent has established a series of sub-committees known as Local Health and Wellbeing Boards, co-terminous with the Clinical Commissioning Groups.

Each District Council holds two seats (one Member and one Officer) on the Local Health and Wellbeing Boards co-ordinated by each CCG clinical lead. The Boards focus on partnership working to deliver targeted commissioned services to meet population needs and will feed into the overarching Kent Health and Wellbeing Board. Information will flow to and from the Kent level Health and Wellbeing Board and the local Boards.

Joint Health and Wellbeing Strategy 2014-17 (JHWS)

The Kent wide Health and Wellbeing Strategy, utilising the Joint Strategic Needs Assessment, seeks to achieve the following outcomes:

- Every child has the best start in life
- Effective prevention of ill health by people taking greater responsibility for their health and wellbeing
- The quality of life for people with long term conditions is enhanced and they have access to good quality care and support
- People with mental health issues are supported to 'live well'
- People with dementia are assessed and treated earlier, and are supported to live well

Four priorities were identified to achieve this:

1. Tackle key health issues where Kent is performing worse than the England average
2. Tackle health inequalities
3. Tackle the gaps in provision
4. Transform services to improve outcomes, patient experience and value for money

The Joint Health and Wellbeing Strategy, published by the Health and Wellbeing Board is here:

http://www.kent.gov.uk/_data/assets/pdf_file/0014/12407/Joint-Health-and-Wellbeing-Strategy.pdf

The JSNA can be found here: <http://www.kmpho.nhs.uk/jsna/>

Clinical Commissioning Groups (CCGs)

As part of the new health commissioning arrangements, the NHS Commissioning Board and CCGs adopted a process that demonstrates what they have done to fulfill their health inequalities duties and partnership working. Emphasis on reducing inequalities should be focused on delivering screening and prevention programmes including Health Checks, immunisations, early diagnosis and reducing the burden of long term conditions to the right populations not just those that present themselves.

There are two CCGs covering Sevenoaks District which includes the West Kent CCG covering Sevenoaks central and south, Tunbridge Wells, Tonbridge & Malling and Maidstone locality areas. The north of the District is covered by the Dartford, Gravesend & Swanley (DGS) CCG which covers Swanley and the northern parishes of Sevenoaks District, Dartford Borough and Gravesend. Although the DGS CCG looks like it covers a smaller demographic area of the District, due to the population spread across the District and the amount of green belt land, this CCG incorporates almost half of this District's population (42%).

The CCGs have recently published five year plans setting out the actions they will take to improve health and reduce inequalities based on the outcomes set out in the JHWS above. In addition the CCG works towards the NHS nationally agreed outcomes:

- Preventing people from dying prematurely
- Enhancing quality of life for people with long term conditions
- Helping people to recover from episodes of ill health or following injury
- Ensuring that people have a positive experience of care
- Treating and caring for people in a safe environment and protecting them from avoidable harm

Acute Services

The NHS Outcome Framework defines and supports clinical outcomes, including the reduction of health inequalities for NHS commissioners, encouraging them to work in partnership with the public health system to improve health and wellbeing and reduce health inequalities, underpinned by NICE quality standards or other accredited evidence. In particular, the outcomes frameworks should be aligned, with further shared outcomes across the NHS and public health system.

1: Give every child the best start in life

Improving health in the early years of life contributes considerably to better health outcomes in later life, with reduced levels of diabetes, coronary heart disease and hypertension, all of which have a significant impact on the NHS as well as wider society, children and their families.

The foundations for virtually every aspect of human development – physical, intellectual and emotional – are laid in early childhood. (Marmot Review 2010)

Key Priority for Sevenoaks District:

- Promote a health weight for children

Objective 1: Give every child the best start in life

Delivered through: Maternity Matters, Infant Feeding Action Plan, Children Delivery Action Plan, Sevenoaks District Teenage Pregnancy Action Plan, Kent Early Intervention and Prevention Team; KCHT Child and Young People’s Wellbeing Team; Putting Children First - Safeguarding and Looked After Children’s Services Improvement and Development Plan; Smokefree Homes initiative; SDC Family Healthy Weight Programmes; Troubled Families Project, Community Safety Partnership; CCGs; Patient Participation Groups; Children Centres

Local Priorities:	1.1 Increase the number of healthy births	1.2 Encourage access to health services for all	1.3 Promote Healthy Weight for Children High priority for Sevenoaks District 2015
Actions:	<p>1.1.1 Run campaigns and deliver initiatives to promote good health in pregnancy and promotion Start4Life</p> <p>1.1.2 Ensure teenage parents receive holistic support</p> <p>1.1.3 Early identification of vulnerable parents smoking in pregnancy and work to reduce</p>	<p>1.2.1 Improve access to GP services, pharmacies and to hospitals, particularly in rural areas</p> <p>1.2.2 Making more localised – bring services out of traditional settings.</p> <p>1.2.3 Provide support for disadvantaged and vulnerable groups to access health services</p>	<p>1.3.1 Support parents and children to maintain a healthy weight</p> <p>1.3.2 Increase interaction between parents and children including healthy lifestyles and active play</p> <p>1.3.3 Create new opportunities to build physical activity into daily lives</p> <p>1.3.4 Identify & use opportunities created by transfer of health visiting to local government</p>

Delivered through: Maternity Matters, Infant Feeding Action Plan, Children Centres Delivery Action Plan, Sevenoaks District Teenage Pregnancy Action Plan, Kent Early Intervention and Prevention Team; KCHT Child and Young People's Wellbeing Team; Putting Children First - Safeguarding and Looked After Children's Services Improvement and Development Plan; Smokefree Homes initiative; SDC Family Healthy Weight Programmes; Troubled Families Project, Community Safety Partnership; CCGs; Patient Participation Groups; Children Centres

Local Priorities:

Actions:

1.4 Increase breast-feeding initiation rates at 6-8 weeks through Children Centre targeted locations

- 1.4.1 Positive promotion and creation of breast-feeding friendly environments
- 1.4.2 Provide support to new mothers to increase the initiation and continuation of breast-feeding

1.5 Support parents so that they can raise emotionally and mentally healthy children

- 1.5.1 Improve outcomes for families with crime and anti-social behaviour, absence and worklessness through the Troubled Families Programme
- 1.5.2 Reduce repeat incidents of Domestic Abuse
- 1.5.3 Supporting carers and child minders
- 1.5.4 Give a better start for children through early intervention services for children 0-5 and their parents
- 1.5.5 Help young people to feel safe from bullying at home, at school and be safe on the internet

Objective 1 Give every child the best start in life

Priority 1.3 Promote Healthy Weight for Children ⁴

Obesity tends to track into adulthood, so obese children are more likely to become obese adults. There are stark inequalities in obesity rates between different socioeconomic groups: among children in reception and year 6, the prevalence of obesity in the 10% most deprived groups is approximately double that in the 10% least deprived nationally.

From an economic perspective, predictions are for sharp rises in the cost to the taxpayer for treating obesity and related chronic illness. The Foresight Report (2007) estimates that by 2050 the cost of treating co-morbidities in the UK will reach £250 million.

There is an urgent need for action, the Chief Medical Officer's Annual report 2012 Our Children Deserve Better: Prevention Pays; states that reducing obesity by just one percentage point among children and young people could lead to savings of £1 billion each year as children would be less likely to end up with long-term health problems needing NHS treatment. There are opportunities as local government takes the lead for Health Visiting and child public health from October 2015 that the joint efforts of all public services can be mobilised to tackle obesity.

Mounting evidence suggests that a critical period during which to prevent childhood obesity and its related consequences is before the age of five. The best thing we can do for children from 0-5 is create ways of life which continue to make obesity unlikely. Children who live in more deprived areas are more likely to be overweight and obese than those from the most affluent areas. Making what may seem like simple changes to daily habits (physical and nutritional) is sometimes simply too difficult given all the other difficulties many families have to confront.

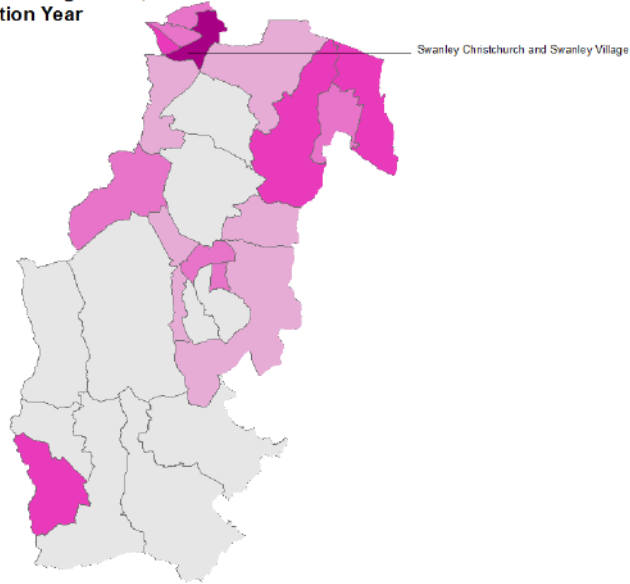
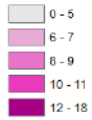
We can see from the maps below that in Reception wards in the north of the district are more likely to be affected by obesity with one ward (Swanley Christchurch and Swanley Village) having 12-18% of Reception year children who are obese. However, by Year 6, more wards are affected and Swanley Christchurch and Swanley Village are joined by Swanley White Oak, Swanley St Mary's and Crockenhill and Well Hill in having 28-46% obesity.

It is important that we also monitor the rates of overweight children as this can also carry health risks and offers an opportunity to intervene before obesity is reached. The bar charts below show the overweight rates alongside obesity at reception and Year 6.

⁴ Data and information taken from www.kmpho.nhs.uk JSNA and Health and Social Care Maps

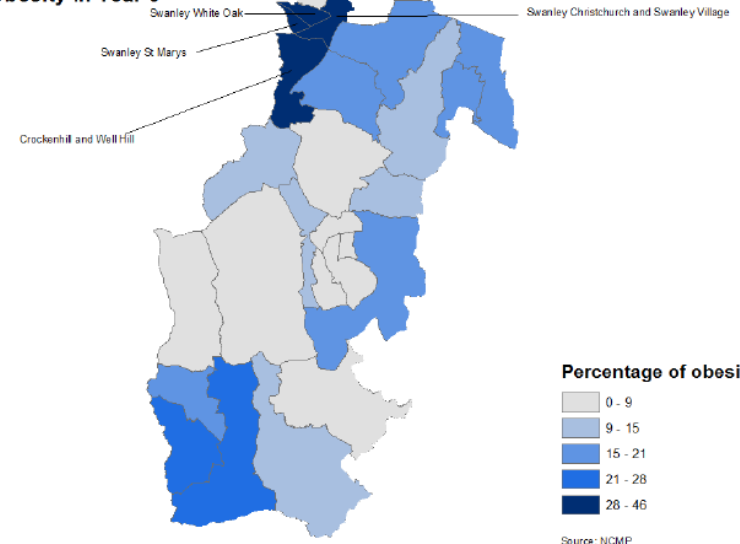
National Child Measurement Programme, 2011/12 - 2013/14
Level of Obesity in Reception Year

Percentage of obesity

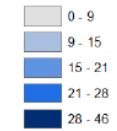


Source: NCMP

National Child Measurement Programme, 2011/2012 - 2013/14
Level of Obesity in Year 6

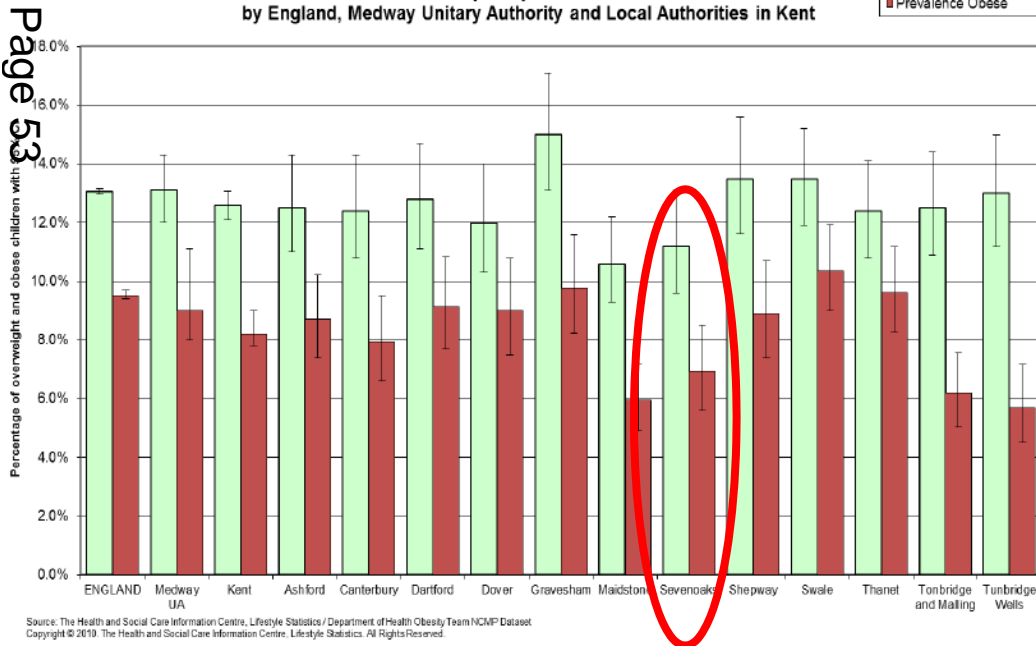


Percentage of obesity



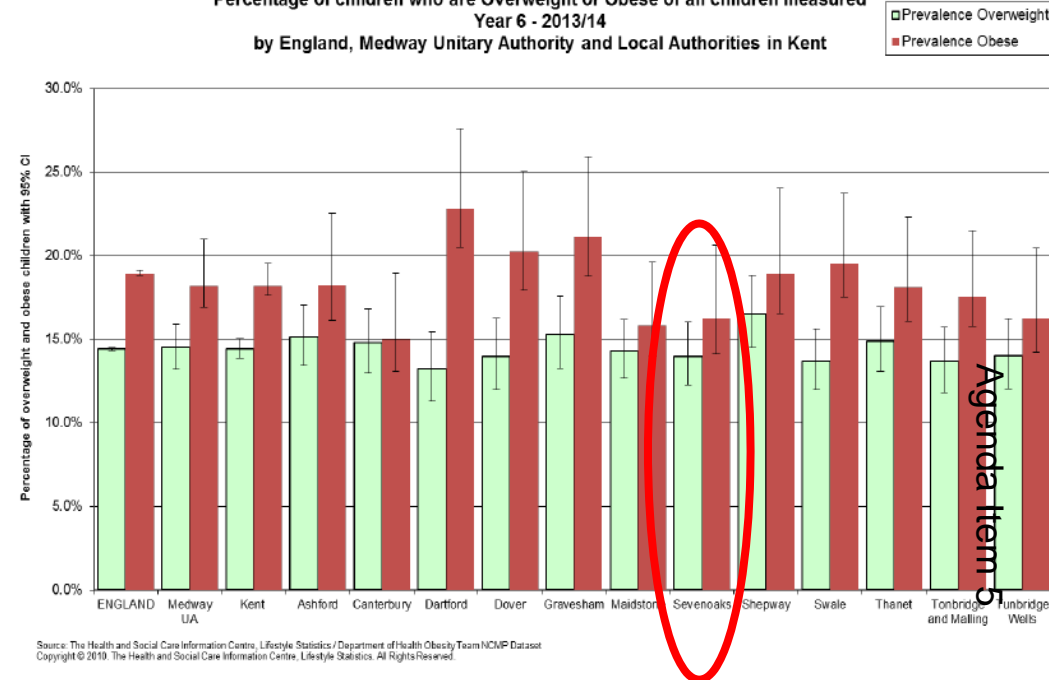
Source: NCMP
Produced by KMP40/11/14/2015

Percentage of children who are Overweight and Obese of all children measured
Reception year 2013/14
by England, Medway Unitary Authority and Local Authorities in Kent



Source: The Health and Social Care Information Centre, Lifestyle Statistics / Department of Health Obesity Team NCMP Dataset
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Percentage of children who are Overweight or Obese of all children measured
Year 6 - 2013/14
by England, Medway Unitary Authority and Local Authorities in Kent



Source: The Health and Social Care Information Centre, Lifestyle Statistics / Department of Health Obesity Team NCMP Dataset
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Agenda Item 5

2. Enable All Children, Young People and Adults to Maximise Their Capabilities and Have Control over Their Lives

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Without life skills and readiness for work, as well as educational achievement, young people will not be able to fulfil their full potential, to flourish and take control over their lives (Marmot review 2010)

Central to our vision is the full development of people’s capabilities across the social gradient.

Key Priority for Sevenoaks District:

- **Support older people to keep them safe, independent and fulfilled lives**

Objective 2: Enable all children, young people and adults to maximise their capabilities and have control over their lives

Delivery through: Kent Teenage Pregnancy Strategy; Adult Social Care Transformation Programme; 14-24 Strategy; Primary and Secondary Improvement Strategy; Youth Justice Plan; Anti-social behaviour Strategy; CYPP; Falls Strategy; Active Lives Now; Valuing People Now

<p>Local Priorities:</p>	<p>2.1 Improve educational attainment particularly at GCSE level</p>	<p>2.2 Support older people to keep them safe, independent and living fulfilled lives</p> <p>High priority for Sevenoaks District 2015</p>	<p>2.3 Reduce the risk taking behaviours of young people</p>
<p>Actions:</p>	<p>2.1.1 Enable more young people to have their achievements recognized</p> <p>2.1.2 Build in support and services within schools for vulnerable young people to engage</p> <p>2.1.3 Manage and support schools non-attendance and increase service activities</p>	<p>2.2.1 Develop Dementia Friendly Communities, improve early diagnosis of dementia and provide services and activities to support sufferers and carers</p> <p>2.2.2 Partnership working to promote and develop self help services</p> <p>2.2.3 Increase referrals for home adaptations and falls prevention pathways to reduce the risk of falls</p> <p>2.2.4 Support older people and vulnerable people to remain in their own homes and live independently</p>	<p>2.3.1 Divert children and young people from crime and anti-social behavior</p> <p>2.3.2 Specialist support for alcohol and drug misuse</p> <p>2.3.3 Promote peer support interventions including youth peer educator, SAFE, health champions etc.</p>

Objective 2 – Enable all children, young people and adults to maximise their capabilities and have control over their lives⁵

Priority 2.2 Support older people to live independently

There are 23635 people aged 65 plus in Sevenoaks. Fawkham and West Kingsdown and Hartley and Hodsoll Street have the highest number of people aged 65 plus. There are 3132 people aged 85 plus in Sevenoaks. Brasted, Chevening and Sundridge, Hartley and Hodsoll Street and Sevenoaks Town and St Johns have the highest number of people aged 85 plus.

This has implications for commissioners and those providing services because the 65+ age group use health services at a higher rate than others so more provision will be needed by health services in the area.

Falls and Fractures

Falls and fall related injuries are a common problem especially amongst people aged over 65, with the human cost of a fall involving distress, pain, injury, loss of confidence, loss of independence and mortality. Falling also affects the family members and carers of people who fall, costing the NHS more than £2.3 billion per year.⁶ Falls in older people are a significant public health challenge, placing a considerable burden on health and social services each year with the incidence increasing at about 2% per annum (DH 2009). Increased rates of falling and the severity of the consequences are associated with growing older and the rising rate of falls is expected to continue as the population ages.

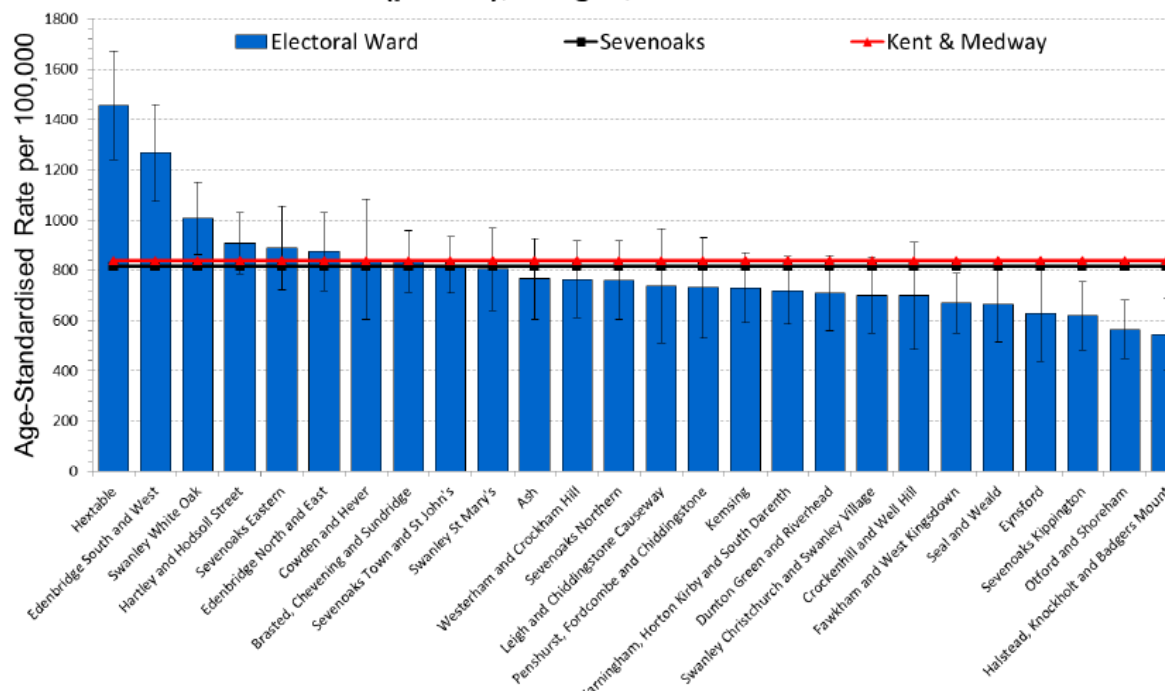
Hip fracture is the most serious injury related to falls in older people, and can lead to loss of mobility and loss of independence, forcing many to leave their homes and move into residential care. Mortality after hip fracture is high: around 30% after one year. Current specialist services, particularly in West Kent, are not adequately resourced enough to risk assess all fallers (early enough) and provide or refer them to suitable interventions such as community exercise, adaptations at home and assistive technologies like telecare.

In Sevenoaks, the wards with the highest rate of admissions are Hextable, Edenbridge South and West, Swanley White Oak, Hartley and Hodsoll Street, Sevenoaks Eastern and Edenbridge North and East, all of which are above the Sevenoaks and Kent average.

⁵ Data from Kent and Medway Public Health Observatory Health and Social Care Maps for Sevenoaks www.kmpho.nhs.uk

⁶ NICE 2013

Admission rates in Sevenoaks for falls, 2011/12 - 2013/14 (pooled), all ages, Both Sexes



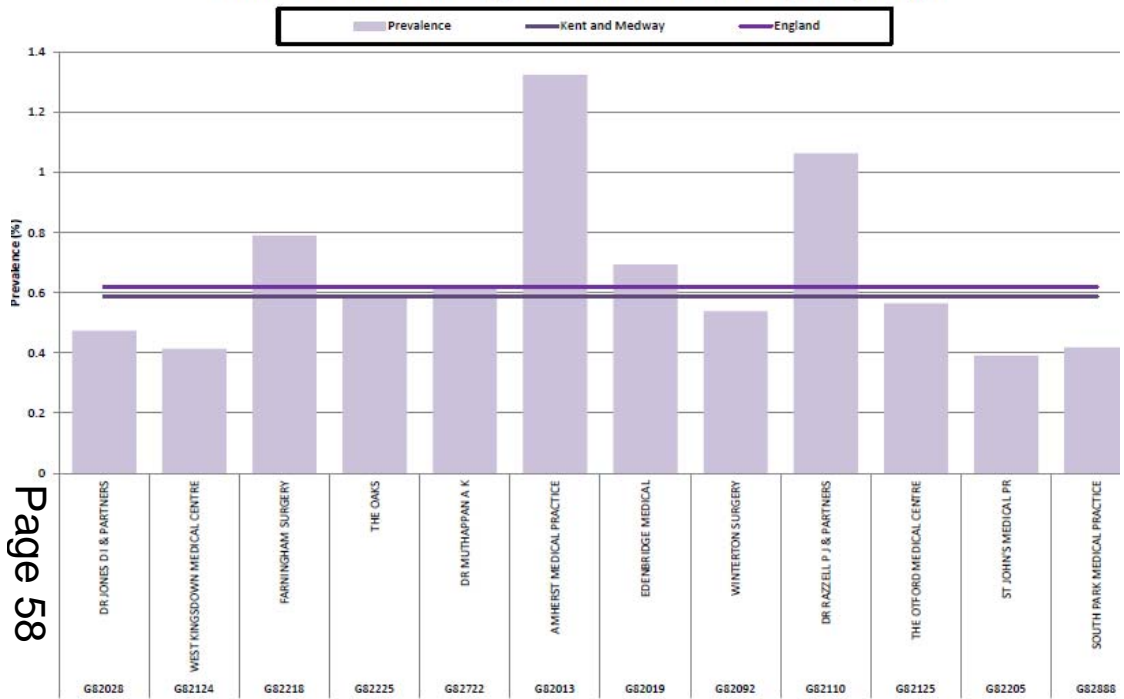
Dementia is a triad of problems: memory loss, decline in some other aspect of cognition, and difficulties with activities of daily living. More formally, it is a syndrome (that is, a distinct pattern of symptoms and signs) that can be caused by many brain disorders, most of which progress gradually over several years. The symptoms of dementia occur in three groups:

1. Cognitive dysfunction, resulting in problems with memory, language, attention, thinking, orientation, calculation, and problem-solving.
2. Psychiatric and behavioural problems, such as changes in personality, emotional control, social behaviour, depression, agitation, hallucinations, and delusions.
3. Difficulties with activities of daily living, such as driving, shopping, eating, and dressing

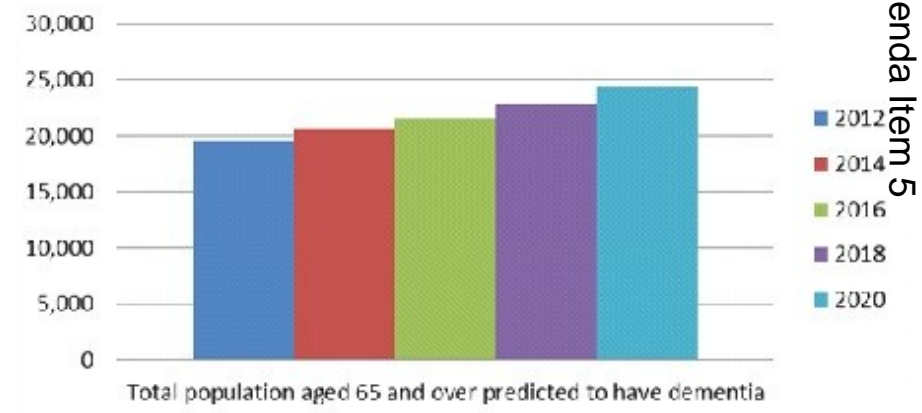
Dementia can be very distressing for the person experiencing it and their friends and family. As the population ages, the prevalence of dementia is also likely to increase. Forecasts show that in the period of 2015-2019, we will see a rise in all age groups over the next five years with the largest percentage rises occurring in the 85+ age group where the population is predicted to increase by just under 17%.

While we may not be able to address the increase in dementia directly, we can strive to develop dementia friendly communities and ensure that every experiencing or caring for someone with dementia has access to support and advice.

Prevalence of Dementia by practice within each district, QOF, 2013/14



Kent
Source: POPPI



Agenda Item 5

3. Create fair employment & good work for all

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Work is good – and unemployment bad – for physical and mental health. Work cannot provide a sustainable route out of poverty if job security, low pay and lack of progression are not also addressed (Marmot review 2010)

The recession is leading to increasing unemployment across Kent. The quality of work is also important with underlying low levels of stress connected to low paid and insecure work in poor conditions contributing to poorer health outcomes.

Key Priority for Sevenoaks District:

- **Support businesses to have healthy workplaces**

Objective 3: Create fair employment & good work for all

Delivery through: Economic Development Strategy; Backing Kent Businesses; 14-24 Strategy; Employability Strategy

Local Priorities:	3.1 Improve chances of employment for people facing disadvantage	3.2 Increase proportion of young people (16-18) & 18-24) in fulltime education, employment or training	3.3 Support businesses to have healthy workplaces High priority for Sevenoaks District 2015
	3.1.1 Improve training, skills and opportunities for employment for disadvantaged, vulnerable groups and people on benefits	3.2.1 Support 16-18 year olds into employment and training	3.3.1 Support Kent Healthy Businesses Award
	3.1.2 Support local charities and community groups to support adults with disabilities into work and training	3.2.2 Increase the number of people accessing apprenticeship and graduate opportunities	3.3.2 Work with employers to support physical and mental health and wellbeing of their workforce and to support people with health issues to enter and stay in work
	3.1.3 Provide volunteering opportunities in Sevenoaks		3.3.3 Reduce Smoking prevalence among routine/manual workers through Kent Smokefree Business Awards

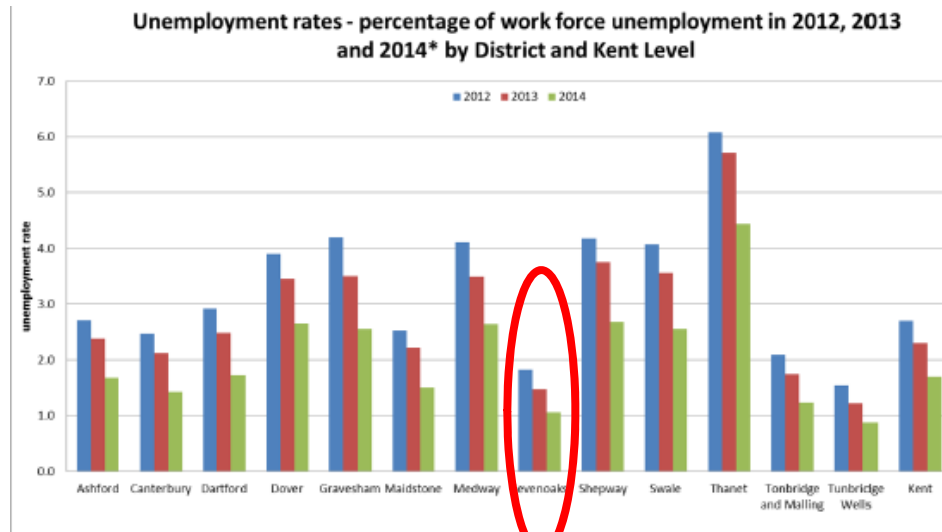
Objective 3: Create fair employment & good work for all⁷

Priority 3.3 Support businesses to have healthy workplaces

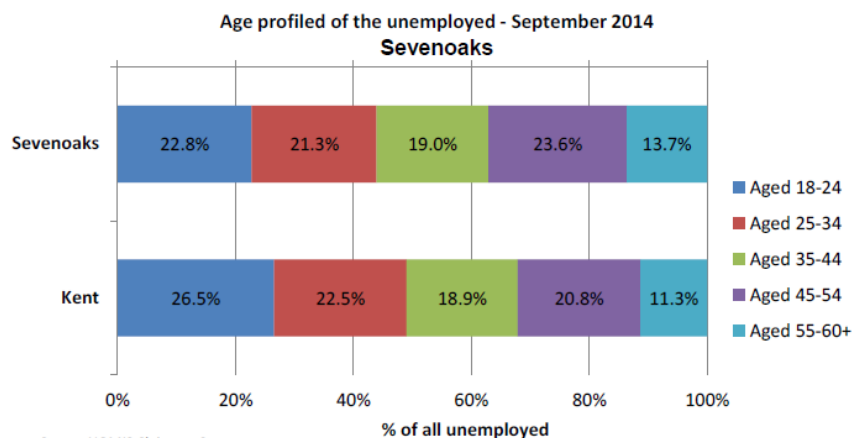
Sevenoaks' unemployment rate is currently 0.9%. This is considerably lower than the county average of 1.8% and the national average of 2.2%.⁹ In September 2014 there were 658 unemployed people in Sevenoaks which is 6.9% lower (49 fewer unemployed people) than August 2014 and 27.9% lower (254 fewer unemployed people) than September 2013. Unemployment rates vary across the district. The lowest unemployment is in Brasted, Chevening and Sundridge ward where 0.3% of the working age population are unemployed. The highest rate is in Swanley St Mary's ward where 2.6% of the working age population are unemployed.

District	Total unemployed as at September 2014	Resident based rate %	Change since previous month		Change since last year	
			Number	%	Number	%
Sevenoaks	658	0.9%	-49	-6.9%	-254	-27.9%
Kent	16,162	1.8%	-622	-3.7%	-7,165	-30.7%
Great Britain	870,863	2.2%	-37,028	-4.1%	-391,876	-31.0%

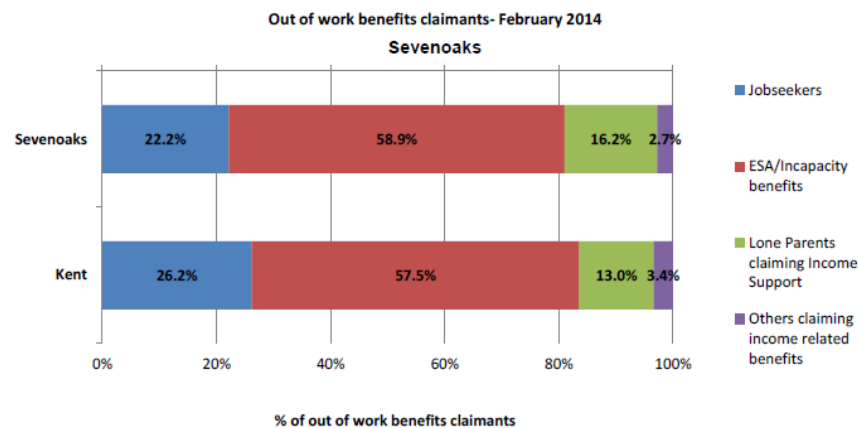
Source: NOMIS - Claimant Count



⁷ Data from Sevenoaks Community Safety Partnership Strategic Assessment 2015-16



Source: NOMIS Claimant Count
Presented by: Research & Evaluation, Kent County Council



Source: DWP Longitudinal Study
Presented by Research & Evaluation, Kent County Council

The majority of those unemployed in Sevenoaks are aged 45-54.

Out of work benefits claimants includes those people aged 16-64 who are claiming a key Department of Work and Pension (DWP) benefit because they are not working. This definition is used as an indicator of worklessness.

As at February 2014, there were 4,010 people in Sevenoaks who were claiming out of work benefits. This is 5.7% of all 16 to 64 year olds and is lower than the county average of 9.2%.

The largest proportion of those who are out of work are claiming Employment Support Allowance or Incapacity Benefit i.e. they have a health condition which is restricting the sort of work that they usually do. A lower proportion is classified as jobseekers (claimants of Jobseekers Allowance) than the average for the KCC area. 16.2% of those who are workless in Sevenoaks are lone parents who are claiming Income Support. This is higher than the KCC rate of 13.0%.

We currently enjoy high levels of employment in Sevenoaks and therefore workplaces offer an opportunity to support the general population in improving health. In addition, we can work with business to help people with health problems to enter the labour market, and to support people who become ill to stay in work.

4: Ensure healthy standard of living for all

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Having insufficient money to lead a healthy life is a highly significant cause of health inequalities
(Marmot Review 2010)

It is vital to provide the right support to the right people at the right way. Poor standards of living contribute to ill health and negative mental wellbeing.

Key Priority for Sevenoaks District:

- **Meet the housing needs of people living in the District include affordable and appropriate housing**

Objective 4: Ensure healthy standard of living for all

Delivery through: Backing Kent People Programme; Sevenoaks District Community Plan; CYPP Kent's Poverty Strategy Economic Development Strategy; Backing Kent Businesses; 14-24 Strategy; Employability Strategy

<p>Local Priorities:</p>	<p>4.1 Provide the right support at the right time including financial capacity support and inclusion</p>	<p>4.2 Meet the housing needs of people living in the District including affordable and appropriate housing</p> <p>High priority for Sevenoaks District 2015</p>	<p>4.3 Promote opportunities to support families in poverty</p>
<p>Actions:</p>	<p>4.1.1 Support people in accessing benefits and in the transition to universal credit and provide support and advice for families regarding benefits and employment</p> <p>4.1.2 Interventions to assist older people to down-size to more affordable and suitable accommodation</p>	<p>4.2.1 Carry out an Older Persons Housing Needs Assessment to better understand the needs of older people</p> <p>4.2.2 Provide affordable housing to meet identified needs of vulnerable groups</p>	<p>4.3.1 Meet the needs of vulnerable and lower income households.</p> <p>4.3.2 Provide support, advice and information to residents about debt management and financial awareness</p>
	<p>4.1.3 Meet the needs of vulnerable and lower income households.</p>	<p>4.2.3 Work with developers, landlords and owner occupiers to provide appropriate housing suitable for all demographics</p>	

Objective 4: Ensure healthy standard of living for all ⁸

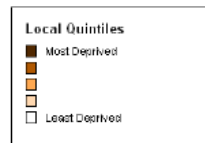
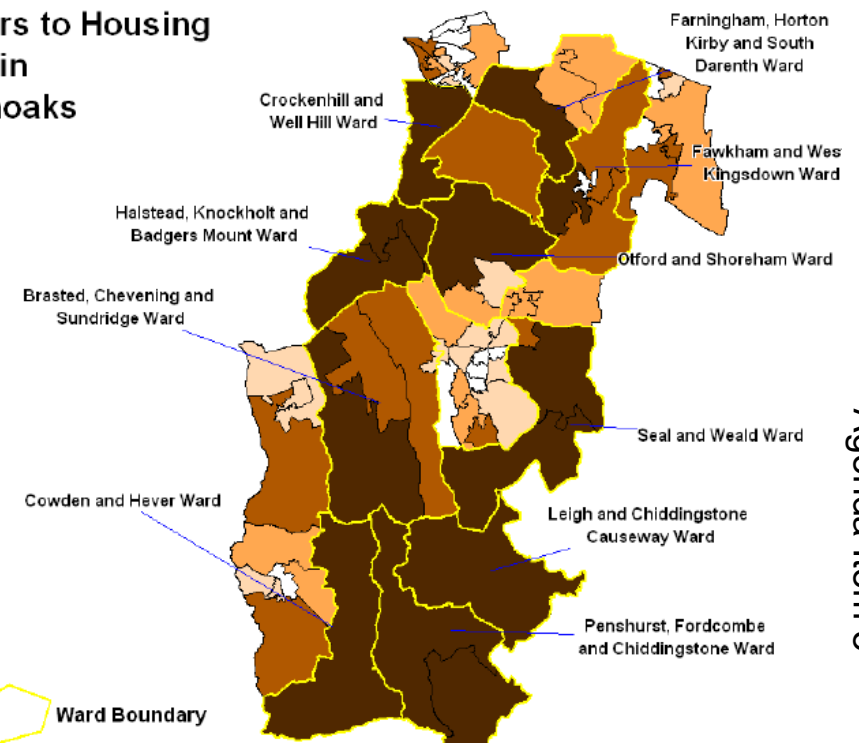
Priority 4.2 Meet the housing needs of people living in the District including affordable and appropriate housing

The average house price in Sevenoaks is now over £423,000.⁹ A continued shortage of affordable housing has problems for job retention and leads to a shortage of applicants for low paid jobs because the district is unaffordable.

Not only does affordable housing help local people to continue to live in the same area as their friends and family, it also maintains the economic viability of rural communities by ensuring continued demand for key services such as shops, schools, post offices and pubs. Just a small number of new affordable homes can benefit the whole community.

The map below includes two sub domains for measuring barriers to housing and services: geographical barriers and wider barriers. Geographical barriers take into account road distance to doctor surgery premises, supermarket, primary school and post office and the wider barriers include household overcrowding and difficulty of access to owner-occupation. It is clear that the barriers in this district are wide spread.

**IMD 2010 - Barriers to Housing
& Services Domain
LLSOAs in Sevenoaks**



Ward Boundary

⁸ Data from Kent and Medway Public Health Observatory Health and Social Care Maps for Sevenoaks www.kmpho.nhs.uk

⁹ Apr- June 2013, Land Registry via BBC

5. Create and Develop Healthy and Sustainable Places & Communities

Promoting wellbeing is at the heart of what local government is about: supporting a better life for its citizens and helping to build resilient communities, now and over the longer term

Key Priority in Sevenoaks District:

- **Sustain and support safe communities**

Objective 5: Create and develop healthy and sustainable places and communities

Delivery through: Find ways to integrate planning, transport, housing, environmental and health policies to address the social determinants of health in each locality. Delivery through Kent housing strategy, Supporting people, Regeneration strategy; District Community Strategies; Keep Warm Keep Well and Warm Homes Healthy people

<p>Local Priorities:</p>	<p>5.1 Reduce Fuel Poverty by supporting development of warm homes</p>	<p>5.2 Reduce homelessness and its negative impact for those living in temporary accommodation</p>	<p>5.3 Develop our communities to be healthy places</p>	<p>5.4 Sustain and support safe communities</p> <p>High priority for Sevenoaks District 2015</p>
<p>Actions:</p>	<p>5.1.1 Encourage vulnerable residents to participate in energy efficiency initiatives.</p> <p>5.1.2 Ensure planning applications adhere to all government legislations.</p>	<p>5.2.1 Intervention for young people especially around mentoring on budgeting and housing</p> <p>5.2.2 Training for front line workers on the welfare change</p>	<p>5.3.1 Maintain cleanliness standards and seek to remove incidents of fly tipping as soon as possible</p> <p>5.3.2 Work with residents on the benefits of healthy places including parks, and open spaces</p>	<p>5.4.1 Improve road safety</p> <p>5.4.2 Tackling crime and ASB</p>

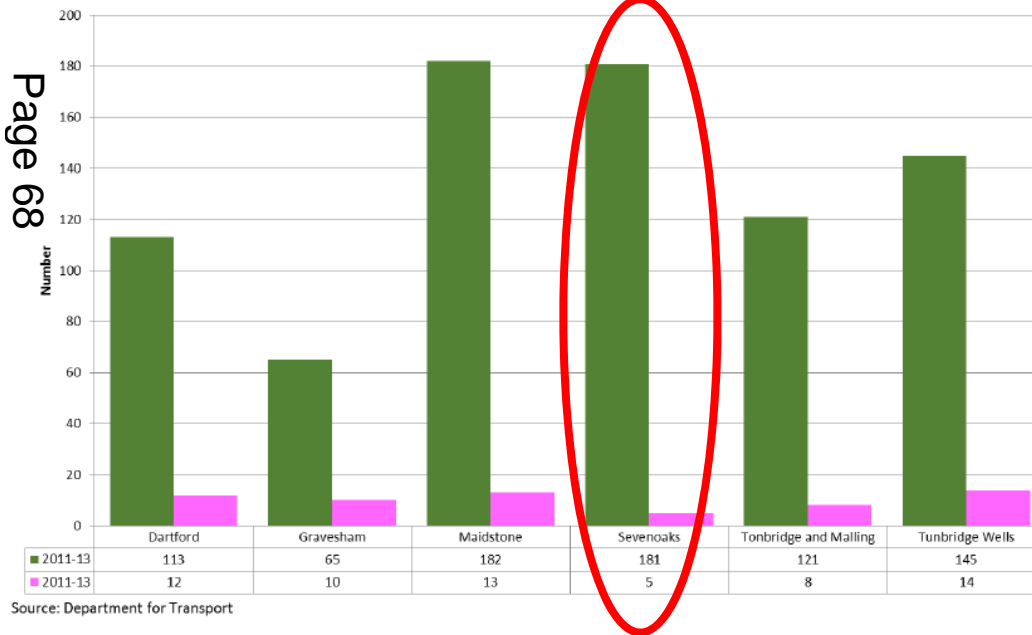
Objective 5: Create and Develop Healthy and Sustainable Places & Communities¹⁰

Priority 5.4 Sustain and support safe communities

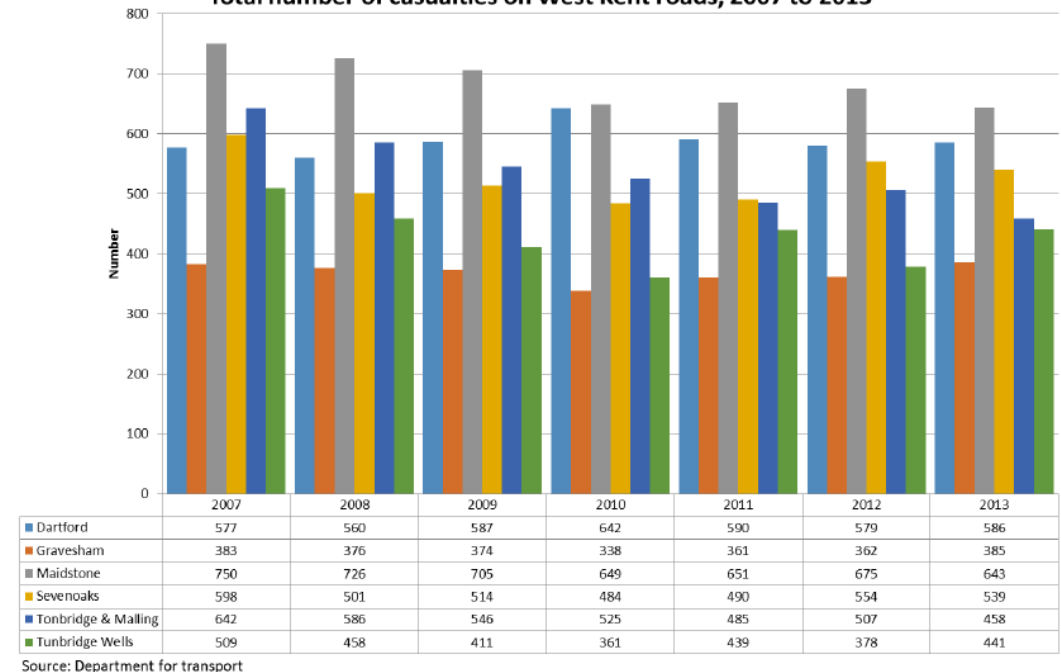
Road Safety: Injury is not only most often the cause of child death in the UK, but also has a steeper social class gradient than any other cause of child death. Casualty rates for child pedestrians are estimated to be five times higher in the most affluent than least affluent wards (Social Exclusion Unit 2003). Traffic calming, design which encourages cycling and discourages car use and parking in the least affluent

The health profile 2015 suggests that road injuries and deaths in Sevenoaks have increased since the 2012 profile, making us now one of the worst performing areas in England. We are certainly one of the highest in Kent for serious injuries, coming second only to Maidstone by just one injury in 2011-13. For deaths we perform somewhat better and have the lowest number in Kent for this period.

Number of people and children killed or seriously injured on West Kent roads 2011-2013 (pooled data)

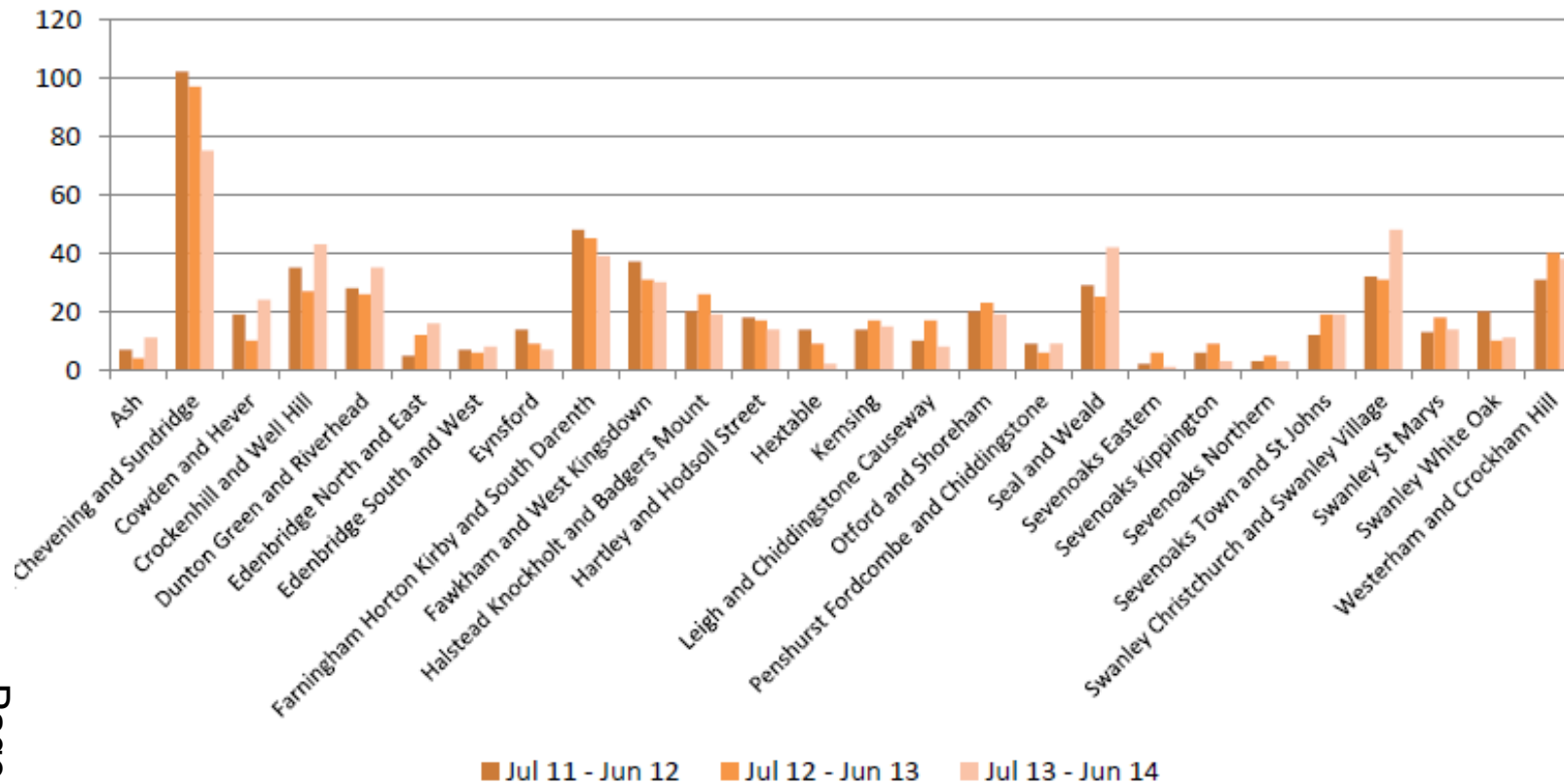


Total number of casualties on West Kent roads, 2007 to 2013



¹⁰ Data from Kent and Medway Public Health Observatory Health and Social Care Maps for Sevenoaks www.kmpho.nhs.uk

RTA casualties in Sevenoaks over a three year period, from Sevenoaks CSU assessment 2015/16



The Sevenoaks Community Safety Unit (CSU) has identified the following priorities for 2015/16

1. Domestic abuse
2. Burglary
3. Anti social behaviour (ASB)
4. Substance misuse
5. Vehicle crime
6. Road safety
7. Shoplifting
8. Youth issues
9. The CSU's strategic assessment contains more information on each of these and the local data relevant to each priority.¹¹

Crime and ASB can have a significant impact on health and wellbeing and so we will work closely with the CSU to support work to tackle these priorities.

¹¹ http://www.sevenoaks.gov.uk/_data/assets/pdf_file/0006/174912/SDC-Strategic-Assessment-Final.pdf

6. Strengthen the role and impact of ill health prevention

Reducing the gap in health inequalities and educating people to make behaviour changes to their lifestyle factors can strengthen the role and impact of ill health long term and make generational changes to whole families

Key Priorities for Sevenoaks District:

- Reduce the gap in health inequalities across the social gradient

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Many of the key health behaviours significant to the development of chronic disease follow the social gradient: smoking, obesity, lack of physical activity, unhealthy nutrition. (Marmot Review 2010)

Objective 6: Strengthen the role and impact of ill health prevention

Delivery through: NHS Future Forum; Health Checks; QIPP; Live it Well; No Health Without Mental Health; Tobacco Control Plan; Healthy Weight Strategy; Kent Sport Framework; Alcohol Plan

Local Priorities:	6.1 Improve access to screening	6.2 Reduce the gap in health inequalities across the social gradient High priority for Sevenoaks District 2015	6.3 Provide support for people with mental illness and raise awareness of mental health issues	6.4 Grow participants and partnerships to find new ways to target and deliver services
	<p>Actions:</p> <p>6.1.1 Promote sensible drinking and ensure treatment and support services are accessible for all</p> <p>6.1.2 Increase access to sexual health and Chlamydia services for young people</p>	<p>6.2.1 Reduce the prevalence of smoking, particularly in areas of deprivation</p> <p>6.2.2 Reduce the prevalence of Type 2 diabetes through early detection and prevention</p> <p>6.2.3 Deliver activities to promote the benefits of increased physical activity and reduce</p>	<p>6.3.1 Support vulnerable people to manage long-term mental health conditions</p> <p>6.3.2 Raise awareness of mental health issues and signpost into relevant services</p>	<p>6.4.1 Work with Health & Wellbeing Boards to support the delivery of key priorities set out in the health inequalities agenda</p> <p>6.4.2 Co-ordinate the Sevenoaks District Health Action Team for operational partners to work holistically</p> <p>6.4.3 Develop the “Be Inspired, Be Active” legacy programme</p>

		obesity		
		6.2.4 Deliver fitness inclusive and disability fitness		

Objective 6: Strengthen Ill Health Prevention ¹²

Priority 6.2 Reduce the gap in health inequalities across the social gradient

As we saw earlier, the inequalities gap for all age all cause mortality is increasing. When we look in more detail at specific conditions it appears that respiratory disease and cancer mortality inequalities gaps may account for the main proportion of the overall mortality inequalities gap.

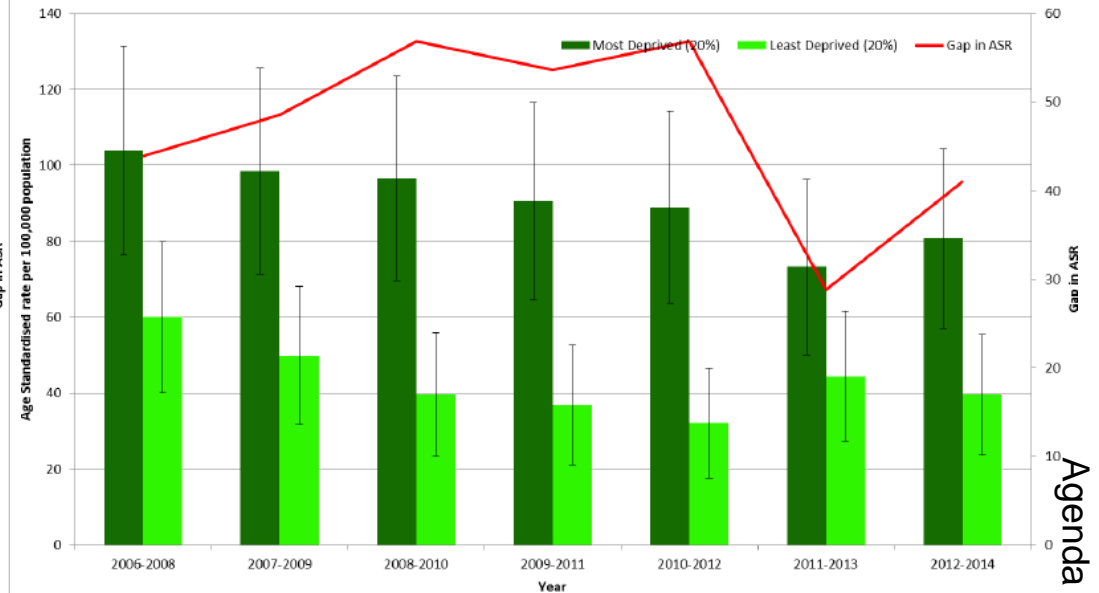
Taking steps to lead a healthy lifestyle can help to prevent some cancers, respiratory and circulatory diseases and therefore by focusing our efforts on the most deprived we should be able to reduce this gap.

Inequalities trends in under 75 cancer mortality, in Sevenoaks, 2006/08 to 2012/14



Source: PMCD, ONS, KMPHO

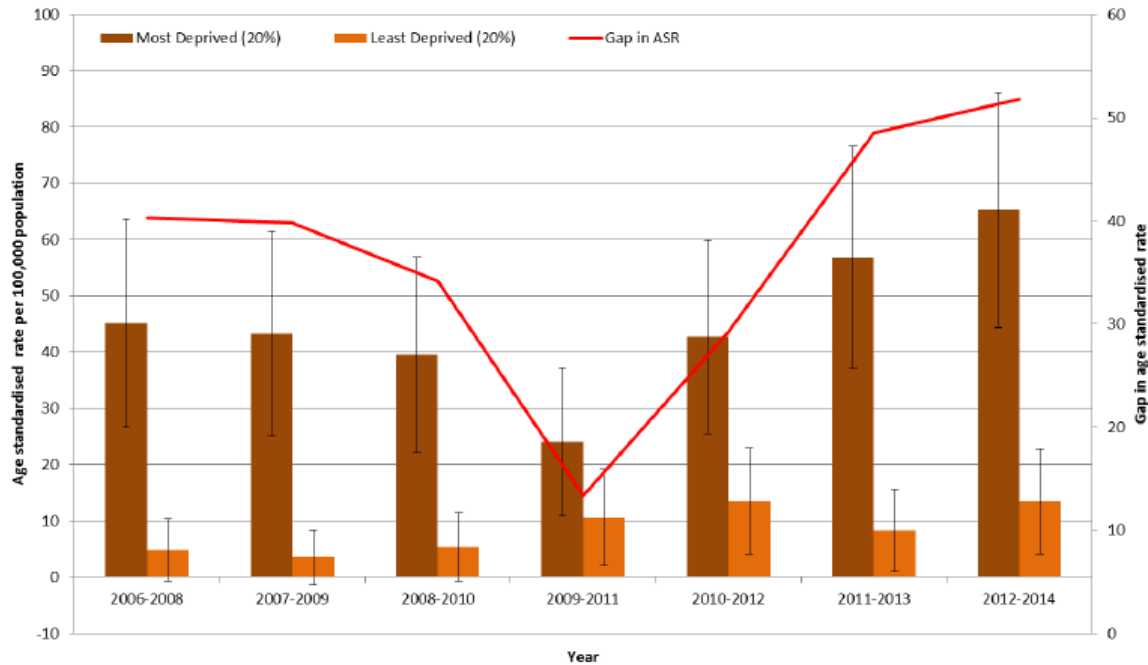
Inequalities trends in under 75 circulatory mortality, in Sevenoaks, 2006/08 to 2012/14



Source: PMCD, ONS, KMPHO

¹² Data from Kent and Medway Public Health Observatory Health and Social Care Maps for Sevenoaks www.kmpho.nhs.uk

Inequalities trends in under 75 respiratory mortality, in Sevenoaks, 2006/08 to 2012/14



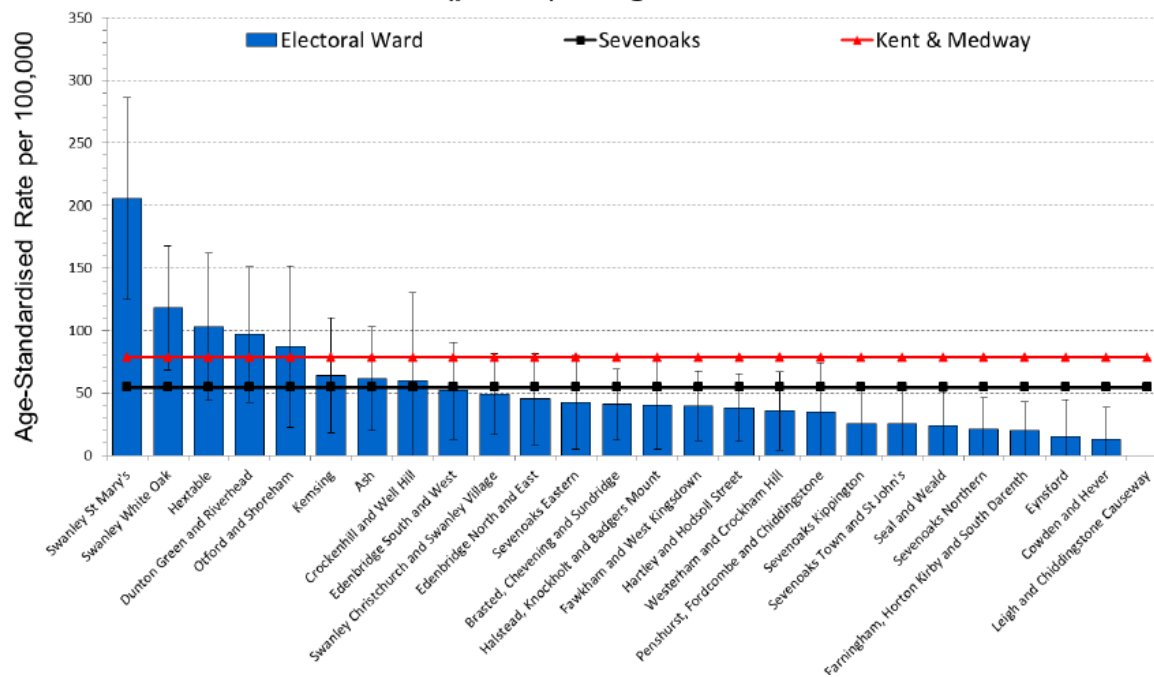
Source: PMCD, ONS, KMPHO

Diabetes is a chronic and progressive disease, which has an impact upon almost every aspect of life. Diabetes is the leading cause of blindness in people of working age in the UK. It affects infants, children, young people and adults of all ages, and is becoming more common. There are an estimated 2.35 million people with diabetes in England. This is predicted to grow to more than 2.5 million by 2010 - 9% of which will be due to an increase in obesity.

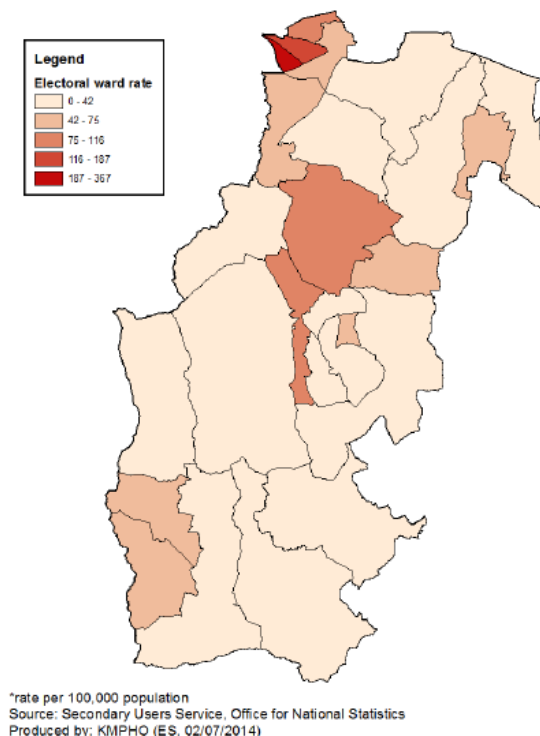
Life expectancy is reduced by at least fifteen years for someone with Type 1 diabetes. In Type 2 diabetes, which is preventable in two thirds of people who have it, life expectancy is reduced by up to 10 years. It is estimated that around 90% of people with diabetes have Type 2 diabetes.

Incidence and prevalence of diabetes is greater in areas of higher deprivations with mortality rates from diabetes higher in people from lower socio-economic groups. People from minority ethnic communities have up to a six times higher than average risk of developing diabetes.

Admission rates in Sevenoaks for diabetes, 2011/12 - 2013/14 (pooled), all ages, Both Sexes



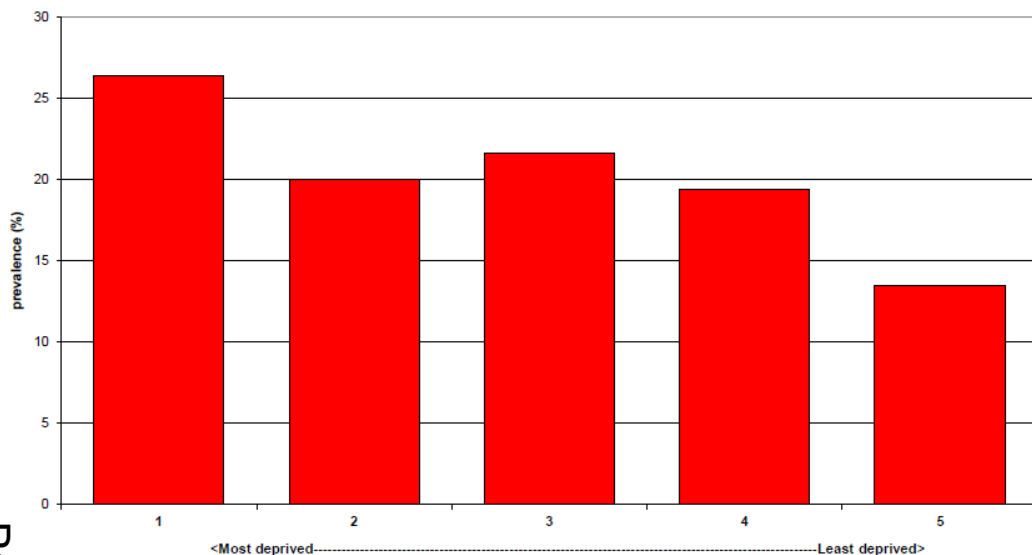
Age Standardised Hospital Admission rate* for diabetes, 2011/12 to 2013/14, by ward, Sevenoaks local authority



Obesity: Obesity can contribute to a range of health conditions, such as heart disease, high blood pressure, diabetes, indigestion and some cancers. Adult and child obesity levels are becoming an increasing issue for the health service, as greater numbers of people put on extra weight, through poor diet or insufficient exercise.

Adult obesity is far more prevalent in socially disadvantaged groups. It is estimated that approximately 28% of the Kent population is obese (354,022). In the Sevenoaks District approximately 24% of adults in the District are considered overweight or obese. Current trends indicate that more deprived wards have great problems with levels of obesity. The synthetic estimate of the prevalence of adult obesity has been mapped across electoral wards in Sevenoaks and show that Swanley St Mary's, Swanley White Oak and Fawkham and West Kingsdown have the highest level of obesity.

Prevalence of smoking in Sevenoaks LA by deprivation quintile
Source: ONS synthetic estimates, Index of multiple deprivation 2010

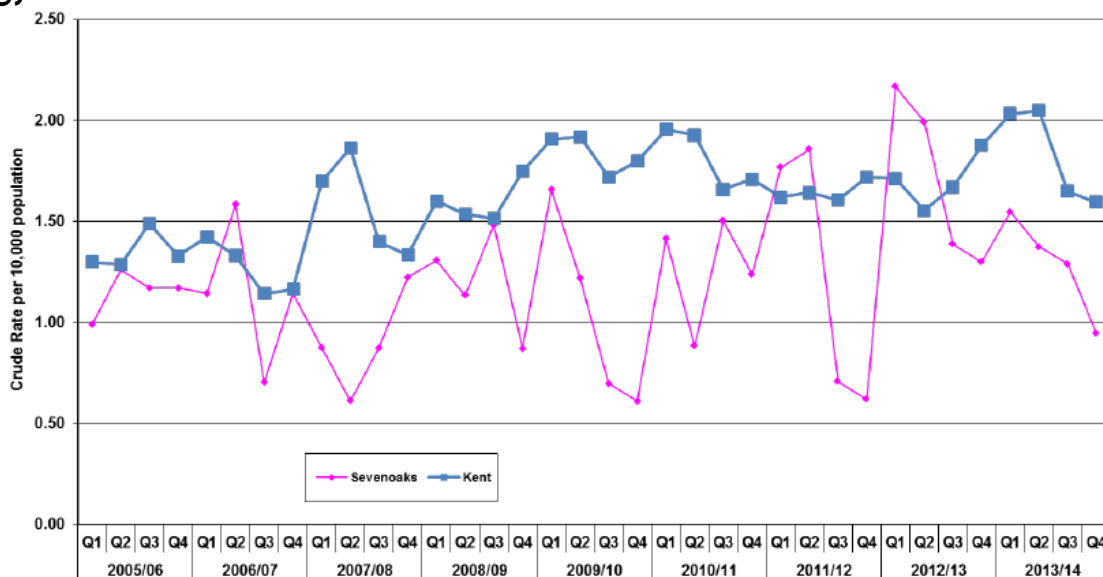


Smoking: Smoking is a major cause of lung cancer, cardiovascular disease and chronic obstructive pulmonary disease (COPD) and contributes to many other cancers and conditions, such as asthma or high blood pressure. Smoking is linked to deprivation levels and we can see from the chart that smoking in the most deprived groups in Sevenoaks reaches around 26% while in the least deprived it is fewer than 15%. Brochus or lung cancers accounted for over 21% of all cancer deaths in Sevenoaks in 2014.

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Hospital Admissions for Toxic Effects of Alcohol (ICD10 T51) + Evidence of Alcohol Involvement by Blood Alcohol Level/Level of Intoxication (ICD-10 Y90/Y91)
Crude rates per 10,000 resident population in west Kent - by quarter April 2005 - March 2014



Alcohol Misuse: The impact of alcohol misuse is widespread; it encompasses alcohol related illness and injuries as well as significant social impacts including crime and violence, teenage pregnancy, loss of workplace productivity and homelessness. Health inequalities are clearly evident as a result of alcohol-related harm; national data indicates that alcohol-related death rates are about 45% higher in areas of high deprivation.

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Glossary:

APHO	-	Association of Public Health Observatories
ASB	-	Anti Social Behaviour
C&YP	-	Children & Young People's
CAB	-	Citizens Advice Bureau
CCG	-	Clinical Commissioning Group
CDAP	-	Community Domestic Abuse Programme (Perpetrators)
CSU	-	Community Safety Unit
DAVSS	-	Domestic Abuse Volunteer Support Service
DGS	-	Dartford, Gravesham & Swanley
GP	-	General Practitioner
HAT	-	Health Action Team
HIA	-	Health Improvement Agency
HINST	-	Department of Health Inequalities National Support Team
ISVA	-	Independent Sexual Violence Advisors
JSNA	-	Joint Strategic Needs Assessment
KCC	-	Kent County Council
KCHT	-	Kent Community Health Trust
KIASS	-	Kent Integrated Adolescent Support Service
KMPHO	-	Kent & Medway Public Health Observatory
LIG	-	Local Implementation Group
MWIA	-	Mental Well-being Impact Assessment
NHS	-	National Health Service
NICE	-	National Institute for Health and Clinical Excellence
PACT	-	Partners and Communities Together
PCSO	-	Police Community Support Officer
PSHE	-	Personal, Social & Health Education

- SDC - Sevenoaks District Council
- SRE - Sex & Relationships Education
- VAWK - Voluntary Action Within Kent
- WK - West Kent
- YAP - Young Active Parents

For Further Information please contact:

Hayley Brooks
Health & Communities Manager
Sevenoaks District Council
Tel: 01732 227000
Email: hayley.brooks@sevenoaks.gov.uk
Website: www.sevenoaks.gov.uk/health

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Item 6 – Annual Review of Parking Charges for 2016/17

The attached report was considered by the Direct & Trading Advisory Committee on 6 October 2015, and the relevant Minute extract was not available prior to the printing of this agenda.

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ANNUAL REVIEW OF PARKING CHARGES FOR 2016/17

Cabinet – 15 October

Report of	Chief Officer Environmental and Operational Services
Status:	For Consideration
Also considered by:	Direct and Trading Advisory Committee – 6 October 2015
Key Decision:	Yes

Executive Summary:

This report is the annual review of parking charges for 2016-17.

It proposes for consultation, revised tariffs in the Council's off-street car parks and in on-street pay and display parking bays.

Helping manage and regulate parking supports the economic vibrancy and viability of Sevenoaks and improves the lives of residents.

This report supports the Key Aim of:

The effective management of Council resources and supporting the local economy.

Portfolio Holder Councillor Dickins

Contact Officer John Strachan Ext. 7310

Recommendation to the Direct Trading Advisory Committee:

That the proposals for revised parking charges for 2016-17 be considered by the Committee and its views be submitted for consideration by Cabinet, prior to consultation.

Recommendation to Cabinet:

That the proposals for revised parking charges for 2016-17 along with any proposals submitted by the Direct & Trading Advisory be considered, and proposals for consultation be agreed.

Reason for recommendation:

To help regulate and manage the use of on and off street parking facilities in the District; to ensure car parking charges are set to support a sustainable local economy; and, to support services for residents as set out in the approved 10 year budget.

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Introduction

- 1 This report considers the setting of parking charges in the Council's car parks and the fees for on-street parking. Amongst other measures, it proposes:
 - freezing charges at St Johns, St James, Bradbourne, Sennocke, Bevan Place, Park Road, Station Road, Quebec Avenue and Vicarage Hill;
 - freezing charges in Swanley and Knockholt;
 - freezing on-street charges in Westerham and protecting the three hours free parking at Darent;
 - freezing evening charges;
 - freezing on-street Resident Permit, Visitor Voucher and Non-Resident Permit charges;
 - freezing Season Ticket charges;
 - freezing weekday charges at Buckhurst 2;
 - opening of the District Council offices car park for free all day parking on Sundays; and,
 - allowing customers to stay longer at Buckhurst 1, South Park and Suffolk Way.

Background

- 2 The Council operates a number of public car parks and on street pay and display facilities in towns and villages in the District. It is important to regulate these finite resources in order to balance the needs of parking users, including: commuters, local businesses, residents, shoppers and other visitors including tourists.
- 3 The Council's approach has been to ensure our parking charges are set to encourage people to visit our towns while at the same time promoting a good turnover of parking spaces for the benefit of businesses and visitors.
- 4 This has resulted in high use of the Council's car parks and on-street parking spaces, benefitting retailers. Past studies by the Local Data Company concluded that Sevenoaks town has one of the healthiest high streets in the country with the fewest number of empty shops for a town of its size. The Council's approach to setting parking charges has contributed to this success.
- 5 Many of the Council's car parks were developed some years ago and the cost of maintaining them is increasing. Surfaces, signs, lines, lighting and furniture are becoming damaged, worn out and obsolete. Further operating costs include business rates, utilities and insurance.
- 6 It is important to re-invest in car parks to ensure these assets remain safe and fit for purpose for residents, businesses and visitors alike. Members may wish to consider additional charge increases to help contribute to such improvements.
- 7 The Council's 10 year budget assumes an increase in the levels of income of 2.5% to enable a balanced budget to be delivered. This includes income from parking.

Background Information

- 8 Appendix A provides information on the current parking charges in neighbouring towns and Southeastern Rail car parks.
- 9 Appendix B presents existing parking charges alongside the proposed charges.

Sevenoaks Car Parks

Blighs

- 10 Sevenoaks town remains a thriving shopping centre, containing many popular high street shops and eateries, and many speciality shops, restaurants and pubs. The town has a busy daytime, weekend and evening economy, supported by the car parks and on street parking amenities.
- 11 In 2014 Sevenoaks District Council enabled the development of a new cornerstone Marks and Spencer at Blighs Meadow, helping to underpin Sevenoaks as a popular retail hub.
- 12 There is daily pressure on parking spaces, both on and off street, particularly in Blighs car park which often reaches capacity throughout the week.
- 13 A moderate increase in some hourly rates is proposed, to encourage greater turnover of spaces within the most popular tariff bands. Extending the maximum period to up to 4 hours (from 3 hours) is also proposed to help support longer stays for customers requiring this and willing to pay a higher amount for that convenience.
- 14 Sundays are trading days with restricted hours. The current regime in Blighs often leads to our most popular car park being full prior to shops opening. This is detrimental to footfall, and to businesses within the town. It is proposed that a four hour limit be implemented to manage parking in Blighs on Sundays, whilst continuing to keep it and all town centre car parks free of charge. Along with opening the District Council car park “free of charge” all day Sunday to help local workers.

Buckhurst 1, South Park and Suffolk Way

- 15 A moderate increase in the “up to 2 hours” charge is proposed to provide linear charging in these car parks and greater convenience in the coins required.
- 16 The introduction of an “up to 5 hours” charge is proposed to ease pressure in other car parks, assist part-time workers and to better cater to those wishing to visit the town for combined shopping and eating trips.

Buckhurst 2

- 17 No changes are proposed to weekday charges.
- 18 A moderate increase in the “up to 2 hours” charge is proposed on Saturdays in line with other Sevenoaks town centre car parks.

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St Johns and St James

19 No changes are proposed to charges at either car park.

Bradbourne and Sennocke

20 No changes are proposed to charges at either car park despite the Council continuing to charge significantly less than Southeastern Rail.

Swanley and Westerham car parks

Bevan Place, Park Road and Station Road (Swanley)

21 No changes are proposed to charges at any of these car parks.

Quebec Avenue (Westerham)

22 No changes are proposed to charges at this car park.

Darent (Westerham)

23 To continue to ease pressure on the limited number of on-street spaces, it is proposed that three hours free parking is preserved in this car park.

24 Moderate increases in the “up to 4 hours” and “over 4 hours and all day” charges are proposed to help support the cost of expanding this car park and thus improving parking provision in the town.

On-street Parking

25 On-street pay and display parking bays operate at capacity throughout the day.

26 Moderate increases are proposed in Sevenoaks on the High Street, London Road and South Park as well as The Vine and Plymouth Drive.

27 The two hour maximum stay that operates Monday to Saturday will be extended to Sundays, retaining free parking on Sundays but encouraging turnover in the on-street bays.

28 No further on street pay and display charge increases are proposed.

Resident Permits, Visitor Vouchers and Non-resident Permits

29 Members may wish to note the higher charge for Tunbridge Wells Borough Council’s Residents’ Permits (£60 against £35. However, no changes are proposed to our residents’ permits, season tickets or visitor permits.

Key Implications

Financial

30 The Council’s 10 year budget assumes a 2.5% increase in the levels of income to enable the delivery of a balanced budget and continued provision of valued services to residents – this includes parking income. Members reduced this figure

from 3.5% to reflect the authority's continuing focus on introducing further efficiencies, increasing investment income and to reflect the national economic climate of recent years. The proposed changes in charges would satisfy this requirement.

Legal Implications and Risk Assessment Statement

- 31 Changes to the car park charges will require amending the on-street Traffic Regulation Order and the off-street Parking Order.

Equality Impacts

- 32 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on users.
- 33 Sevenoaks District Council supports the Blue Badge Scheme allowing free parking in its off-street car parks and in on-street pay and display parking bays.

Community Impact and Outcomes

- 34 Measured and reasonable parking charges encourage the use of more sustainable transport options and healthier lifestyles for journeys to school, work, and visits to shops and other amenities in towns and villages.

Human Rights

- 35 There are no human rights issues or implications.

Conclusions

- 36 Proposals to review the car parking charges for 2016/17 are detailed in the appendices to this report.

Appendices Appendix A – Parking Charges for Neighbouring Authorities and Southeastern Rail car parks

Appendix B – Proposals for On and Off-Street Parking Charges

Richard Wilson
Chief Officer Environmental and Operational Services

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Indicative Car Park Charges in Neighbouring Town and Southeastern Rail Car Parks 2015						
	Southeastern Rail	Tonbridge & Malling	Tunbridge Wells	Sevenoaks		
				Town Centre	Blighs	Bradbourne and Sennocke
Up to 30 minutes		50p			70p	
Up to 1 hour		£1.10	£1.40	£1	£1.30	
Up to 2 hours		£1.90	£2.40	£2	£3	
Up to 3 hours		£2.50	£3.40	£3	£4.80	
Up to 4 hours		£3.00	£4.40	£4		
Evenings				£1	£1	
All day		£5.20	£4.70 - £10.00	£4.60		
Annual Season Ticket	£1193.50 & £1503.50					£1110 & £1150

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Areas for consideration: Review of Fees and Charges 2016-17				
Off Street				
			Current	Revised
1A	Blighs	Up to 30 mins	70p	No Change
		Up to 1 hr	£1.30	£1.50
		Up to 2 hrs	£3	No Change
		Up to 3 hrs	£4.80	£5
		Up to 4 hrs	New	£10
		Evening	£1	No Change
		Sundays – Up to 4 hrs	New	4 hours max stay
1B	Buckhurst 1 South Park Suffolk Way	Up to 1 hr	£1	No Change
		Up to 2 hrs	£1.80	£2
		Up to 3 hrs	£3	No Change
		Up to 4 hrs	£4	No Change
		Up to 5 hrs	New	£4.50
		Evening	£1	No Change
1C	Buckhurst 2 Weekdays	All day	£4.60	No Change
		Evening	£1	
	Buckhurst 2 Saturdays	Up to 1 hr	£1	£2
		Up to 2 hrs	£1.80	
		Up to 3 hrs	£3	No Change
		Up to 4 hrs	£4	
		Over 4 hours and all day	£4.60	
		Evening	£1	
	Buckhurst 2 and South Park Season Tickets	Annual Season Ticket	£859	No Change
		Quarterly Season Ticket	£224.75	
Resident Permit		£35		
1D	Council Offices	Saturdays	Free	Free on Sundays too
2A	St Johns St James	Up to 30 mins	20p	No Change
		Up to 1 hr	40p	
		Up to 2hrs	60p	
		Up to 4 hrs	£1	
		Over 3 hrs and all day	£3.10	
		Annual Season Ticket	£429	
			£117.25	
		Resident Permit	£35	
2B	Bradbourne	All day	£7	No Change
		After 3pm up to 6.30pm	£1.50	
	Bradbourne Season	Annual Season Ticket	£1,110	
		Quarterly Season Ticket	£287.50	
2C	Sennocke	All day	£7	No Change
		Up to 2 hrs	£1	
	Sennocke Season Tickets	After 3pm up to 6.30pm	£1.50	
		Annual Season Ticket	£1,150	
	Quarterly Season Ticket	£297.50		

Areas for consideration: Review of Fees and Charges 2016-17				
Off Street (continued)				
2D	Bevan Place Park Road (not all day) Station Road	Up to 30 mins	30p	No Change
		Up to 1 hr	50p	
		Up to 2 hrs	70p	
		Up to 4 hrs	£1.10	
		Over 4 hrs and all day	£4	
2E	Bevan Place Season Tickets	Annual Season Ticket	£396	No Change
		Quarterly Season Ticket	£109	
2F	Darent	Up to 30 mins	Free	Free
		Up to 1 hr		
		Up to 2 hrs		
		Up to 3 hrs	£1.20	£1.50
		Up to 4 hrs		
Over 4 hrs and all day	£3.10	£3.50		
2G	Quebec Avenue	Up to 15 mins	10p	No Change
		Up to 30 mins	20p	
		Up to 1 hr	50p	
		Up to 2 hrs	70p	
		Up to 4 hrs	£1.20	
		Over 4 hrs and all day	£3.10	
2H	Vicarage Hill	Up to 15 mins	10p	No Change
		Up to 30 mins	20p	
		Up to 1 hr	60p	
		Up to 2 hrs	£1.50	

£1.10 Changed in 2015

Areas for consideration: Review of Fees and Charges 2016-17				
On Street				
			Current	Revised
3A	High Street London Road South Park	Up to 30 mins	20p	40p
		Up to 1 hour	60p	80p
		Up to 2 hours	£1.30	£1.40
		Sunday	New	2 hours max stay
3B	Sevenoaks Town The Vine Plymouth Drive	Up to 30 mins	20p	No Change
		Up to 1 hour	60p	
		Up to 2 hours	£1.30	
		Over 2 hrs and all day	£2.60	
3C	Sevenoaks Station Moorwood Close (West)	Up to 30 mins	20p	No Change
		Up to 1 hour	60p	
		Up to 2 hours	£1.30	
		Up to 4 hours	£2.40	
3D	Sevenoaks Station St Botolphs Ashley Close Moorwood Close (East)	Up to 30 mins	20p	
		Up to 1 hour	60p	
		Up to 2 hours	£1.30	
		Up to 4 hours	£2.40	
		Over 4 hrs and all day	£5.50	
3E	Sevenoaks District Resident Parking Permits	First	£35	
		Second	£70	
		Third	£125	
		Fourth	£250	
3F	Resident Vistors	Book of 5	£6	
3G	Non-Resident Parking	Town Annual	£270	
		Town Half Yearly	£135	
		Town Quarterly	£67.50	
		Station (West) Annual	£765	
		Station (West) Half Yearly	£382.50	
		Station (West) Quarterly	£191.25	
		Station (East) Annual	£650	
		Station (East) Half Yearly	£325	
Station (East) Quarterly	£162.50			
4A	Knockholt	All Day	£3.50	
		After 2pm up to 6pm	£2.40	
4B	Swanley Station Azalea Road Godsel Road	Up to 30 mins	20p	
		Up to 1 hour	60p	
		Up to 2 hours	£1.30	
		Up to 4 hours	£2.40	
		Over 4 ours and all day	£3.50	
4C	Westerham On Street The Green The Grange Market Square	15 minutes	10p	
		30 minutes	20p	
		1 hour	60p	
		2 hours	£1.50	
4D	Westerham On Street Fullers Hill Croydon Road	15 minutes	10p	
		30 minutes	20p	
		1 hour	60p	
		2 hours	£1.50	
		3 hours	£2.50	

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Item 7 – Christmas Parking 2015

The attached report was considered by the Direct & Trading Advisory Committee on 6 October 2015, and the relevant Minute extract was not available prior to the printing of this agenda.

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CHRISTMAS PARKING 2015

Cabinet – 15 October 2015

Report of	Chief Officer Environmental and Operational Services
Status:	For Consideration
Also considered by:	Direct and Trading Advisory Committee – 6 October 2015 Council - 3 November 2015
Key Decision:	No

Executive Summary: This report requests that the Committee considers free concessionary parking at Christmas 2015.

This report supports the Key Aims of: The effective management of Council resources and supporting and developing the local economy.

Portfolio Holder Councillor Matthew Dickins

Contact Officer(s) John Strachan Ext. 7310

Recommendation to Direct & Trading Advisory Committee: That proposals for free parking for two Saturdays, 12 and 19 December 2015, preceding Christmas be considered by the Committee and its views be submitted for consideration by Council and the cost of funding this be met from Supplementary Estimates.

Recommendation to Cabinet: That Cabinet considers the views of the Direct & Trading Advisory Committee and approves the proposals for free parking for two Saturdays, 12 and 19 December 2015 preceding Christmas.

Recommendation to Council: That Council considers the views of the Committee and if minded to agree to these proposals, that it authorises the cost of funding be met from Supplementary Estimates.

Reason for recommendation: To help encourage shoppers and other visitors to Sevenoaks and Westerham, in the busy shopping period leading up to Christmas 2015.

Introduction and Background

- 1 In previous years the Council has supported local economies in the District, in particular in Sevenoaks and Westerham towns, by giving free parking in car parks and on street parking bays.

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- 2 Relaxing parking charges on Saturday has no impact on Swanley or at Knockholt Station as charges only apply Monday to Friday.
- 3 This is of particular importance in light of similar initiatives operated in other towns in neighbouring Districts.
- 4 Vehicles parking for free are still required to observe maximum periods of stay in car parks and on street.
- 5 As in previous years Senico Community Leisure who's parking areas form a part of the Suffolk Way car park have participated in these events, they will be invited to participate again.

Background Information

- 6 The estimated shortfall in income over the two days is estimated at £15,800.

Other Information

- 7 Members are advised that, as in previous years, the Council's Portfolio Holder for Direct and Trading will consider allowing free evening parking for Christmas Lights and shopping events in Sevenoaks on Friday 27 November 2015 and in Westerham on Thursday 26 November 2015.

Key Implications

Financial

- 8 Shortfall in parking income of £15,800 to be met from Supplementary Estimates.

Legal Implications and Risk Assessment Statement.

- 9 Management of "overstay" parking is difficult when there is no requirement for a ticket to be purchased and displayed.

Equality Impacts

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

Community Impact and Outcomes

- 10 Free Christmas parking is a local initiative popular with residents, visitors to the district, businesses and traders, and supportive of local economic vibrancy.

Appendices None

Background Papers None

Richard Wilson
Chief Officer Environmental and Operational Services

SENIOR MANAGEMENT RESTRUCTURE

Cabinet – 15 October 2015

Report of:	Chief Executive
Status:	For Decision
Also considered by:	Council – 3 November 2015
Key Decision:	No

Executive Summary: This report sets out a proposal for a restructure of the Council's senior management as part of the Council's efforts to balance its 10 year budget.

The report provides the criteria used to help shape the proposal, the proposed senior management structure, a summary of the consultation carried out with staff and the processes that will be followed in appointing to the new posts.

Portfolio Holder Cllr. Peter Fleming

Contact Officer Dr Pav Ramewal

Recommendations to Cabinet: That Cabinet

- (a) endorse the proposed senior management restructure as set out in Appendix A to this report;
- (b) note that the costs associated with the restructure of senior management will be limited to, and met from, the earmarked Reorganisation Reserve; and
- (c) note that the cost of any service restructures as a result of the new senior management structure will be limited to, and met from, existing service budgets.

Recommendations to Council: That Council approve

- (a) the proposed senior management structure as set out in Appendix A to this report;
 - (b) the new senior management structure to take effect from 1 April 2016;
 - (c) the posts of Chief Housing Officer and Chief Officer Legal & Governance be deleted from the end of May 2016 following offers of voluntary redundancy from the post holders;
 - (d) the post holder of the Head of Legal & Democratic Services role be appointed as Monitoring Officer, effective from 1 April 2016;
 - (e) the appointment of the Chief Finance Officer as section 151 Officer, effective from 1
-

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April 2016; and

- (f) that authority be delegated to the Monitoring Officer to make the necessary consequential changes to Part 13 of the Constitution entitled “Officer Responsibilities and Delegations” in order to take account of the changes in senior management set out within this report.

Reason for recommendation: To adopt a management structure that will ensure the Council is well placed to deliver on its vision and promises to the community, to meet future challenges and to support the Council to deliver the savings required to achieve a 10 year balanced budget that is self-sufficient and no longer reliant on direct financial support from central Government.

Background

- 1 The Council’s current senior management structure has been in place since September 2013 and consists of a Chief Executive and seven Chief Officers. At the time of agreeing the structure the Council report highlighted that the role of Chief Officer is an enhancement of the previous Head of Service roles and at its core enabled the Council to continue to benefit from the extensive experience of Heads of Service who had contributed significantly to Sevenoaks District Council being recognised as performing in the top 2% of Councils nationally.
- 2 Five of the Council’s Chief Officers were assimilated in to their roles from their previous Head of Service posts. The Chief Officers for Planning and Finance were appointed to their roles following a competitive external recruitment process.
- 3 The progressive approach taken to the senior management structure has always recognised the financial pressures the Council has faced, whilst enabling it to retain a strong focus on delivering the Council’s priorities and to achieve national recognition for value for money.
- 4 In developing the current structure the Chief Executive was clear in his report to Council (in 2013) that due to the extent and pace of change being set out by central government that the senior management structure would need to evolve over the next few years as the impact on local government becomes clearer. It was hoped that this would lead to future savings and efficiencies.

Introduction

- 5 Since 2010 the Council has faced severe cuts to its funding as the Government has implemented strategies to address the Country’s economic difficulties and reduce the national deficit. In 2010 the Council identified that it was faced with a significant shortfall in its funding, approaching £6.5 million between April 2011 and March 2015. By adopting a unique long term financial strategy and a ten year budget framework the funding gap was reduced to £4.5 million. By making savings early in the 10 year budget period the impact on front line services was negligible.
- 6 Since 2013, when the Council set out its last Corporate Plan, the Council has been clear that its financial strategy is to become self sufficient and no longer be reliant on funding from central government. This report sets out a senior management

restructure that contributes on-going financial savings towards that goal, whilst also ensuring capacity remains in the organisation to deliver the high quality services Members and residents expect, as well as implementing those projects identified by Members that will deliver benefit to our communities and support the Council to become self-sufficient.

- 7 The Council's Financial Prospects report was considered by the Finance Advisory Committee on 1 September and by Cabinet on 17 September who agreed that the Council seek to set a budget without reliance on direct government support.
- 8 The Council's draft budget, currently being considered by each of the Cabinet Advisory Committees, moves the Council towards this aim and if Council chose to adopt this approach we believe it will make Sevenoaks District Council the first local authority in the country to achieve this position.
- 9 In order to achieve a self-sufficient budget position it has always been recognised that the Council will need to continue to make efficiencies and financial savings from the way it delivers its services as well as continuing to generate more of its own income. The draft budget forecasts a savings requirement of £500,000 in 2015/16 and a further £100,000 in each of the next nine years to deliver the 10 year budget.
- 10 One of the savings items proposed is a restructure of senior management. This is included within SCIA 20 (pay cost savings) and would deliver the Council an ongoing minimum saving of £120,000 per year and with the potential for increased efficiency in service delivery, further savings may be generated from management. This report sets out the detail of how the senior management restructure will be delivered and recommends that it takes effect from 1 April 2016.

Future Challenges

- 11 As a result of changes to legislation, continued substantial reductions in government funding of local authorities and the priorities set out by local Members the Council faces a range of future challenges.
- 12 As changes continue to take effect in areas such as welfare reform, national planning policy, and the way in which health and social care services are delivered the Council will need to ensure it has the right resources to respond to deliver the best outcomes for its communities. Alongside this the demand for the devolution of services from Government is expected to continue to grow. As Kent considers its position the Council will want to ensure it is well placed to seek the solution that is best for its residents and businesses.
- 13 On this basis the drive to become financially self sufficient and maximise the benefit of the Council's Property Investment Strategy is considered to be of increasing strategic significance and will help ensure the Council is well placed to address future challenges and protect the quality of its own services. Having a robust management structure that is able to deliver on the Council's priorities and ensure that Members are well supported to take the Council forward will support this aim.

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Proposed Structure

- 14 Taking into account the need for financial savings and the future challenges that the Council faces it is proposed that the senior management structure is reduced from seven Chief Officers and a Chief Executive to five Chief Officers and a Chief Executive. Structure charts of the proposed and existing structures are set out at Appendix A and Appendix B for Members information.
- 15 The proposal to reduce the current seven Chief Officer posts to five Chief Officer roles has been reached for the following reasons:
- A commitment to Council to review the senior management structure in the years following 2013;
 - To ensure a more streamlined and dynamic decision making structure that has the benefit of more integrated working amongst teams that are currently managed by more than one Chief Officer;
 - Being able to retain sufficient capacity to ensure the Council has strong officer leadership to address future financial and service challenges;
 - To support Members to deliver on the promises they set out in the Corporate Plan and to deliver corporate projects, including property investments and an improved website with more online services;
 - Seeking to protect the quality of service delivered by the Council and its front-line officers to a growing customer base; and
 - To contribute to the savings requirement set out in the Council's Financial Prospects report.
- 16 Following a period of consultation with all of the Council's Chief Officers both the Chief Housing Officer and the Chief Officer Legal & Governance have offered to take voluntary redundancy, which if approved by Council will lead to the deletion of their posts.
- 17 Both the Chief Housing Officer and the Chief Officer Legal & Governance have made an outstanding contribution to the Council and its success over a number of years and have performed the role of Chief Officer with exceptional skill, professionalism and dedication. On a personal note they have each provided me with valuable advice and support throughout my time at the Council and as Chief Executive and I know they are both highly respected members of the Strategic Management Team.
- 18 Both Pat and Christine have endeavoured to provide Members with the highest levels of support and advice and I would hope Members acknowledge and appreciate their efforts and the difference that, through their services, they have made to the communities of Sevenoaks District.
- 19 It is proposed that the services currently managed by the Chief Housing Officer and by the Chief Officer Legal & Governance are re-aligned amongst the remaining Chief Officers. In doing so each responsible Chief Officer will be charged with

reviewing the structure of the services within their remit. This may result in increased efficiency in service delivery, with the potential for further savings to be generated from management through these reviews.

- 20 Each of the Chief Officers in the new structure has been consulted and has stated that they would be able to take on the additional services and responsibilities within their roles.
- 21 The new structure will take effect from 1 April 2016. The redundancy of the two Chief Officers would take effect at the end of May 2016 to allow them to support a transition period as services are re-aligned and to provide essential support for the Police and Crime Commissioner election process.

Statutory Officers

- 22 The Council's Monitoring Officer is currently the Chief Officer Legal & Governance who has offered to be made voluntarily redundant and resultantly the post will be deleted. As a statutory post it is incumbent on the Council to appoint a new Officer to take up the role of Monitoring Officer. It is proposed that Council approve that the post holder of the Head of Legal and Democratic Services role is appointed as the Council's Monitoring Officer, effective from 1 April 2016.
- 23 The Council's Chief Executive is currently the Council's section 151 officer, with overall responsibility for the council's finances. It is proposed that under the new structure this role is filled by the Chief Finance Officer. As such it is proposed that Council approve that the Chief Finance Officer is appointed to be the Council's section 151 Officer, effective from 1 April 2016.

Service Structures

- 24 Following the appointment to the new Chief Officer roles the new Strategic Management Team will undertake a review of the remaining service structures to deliver sustainable service models that are equipped to address future challenges and deliver high performing, customer focussed services. This may result in increased efficiency in service delivery, with the potential for further savings to be generated from management through these reviews. As part of ensuring the retention of staff, a limited number of new Heads of Service posts (designated from service managers) may be introduced as part of these reviews. As with previous restructures at this level these will be implemented, under delegated authority, by the responsible Chief Officer in consultation with the relevant Portfolio Holder, and agreed by the Head of Paid Service.
- 25 It is recognised that any subsequent restructures must be met from within existing budgets and no financial growth items will be proposed to achieve a restructure of any service.

Other options considered and rejected

- 26 Consideration was given to not reviewing the senior management structure at this time. However, subject to Council approval, the requirements for financial savings in order to deliver a balanced 10 year budget are likely to have an impact on the

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Council's staff and its structure. To continue to deliver high quality services it is considered preferential to sustain the current capacity within services and look to contribute to the savings requirement from senior management.

- 27 This approach will ensure sufficient capacity is retained at a strategic level whilst minimising the likelihood that the quality of services delivered is impacted by the reductions in staffing.

Key Implications

Financial

- 28 In order to achieve a self-sufficient budget position it has always been recognised that the Council will need to continue to make efficiencies and financial savings from the way it delivers its services as well as continuing to generate more of its own income from investments and trading. Subject to approval by Council, the draft budget forecasts a savings requirement of £500,000 in 2015/16 and a further £100,000 in each of the next nine years to deliver a balanced 10 year budget.
- 29 The restructure of senior management as proposed will contribute an ongoing saving of a minimum of £120,000 per year and with the potential for increased efficiency in service delivery, further savings may be generated from management.
- 30 Each of the new Chief Officer roles will be subject to an independent Hay Job Evaluation to ensure remuneration remains at the appropriate level. The remuneration of the Chief Officers from 1 April 2016, based on the outcome of the job evaluations, will be considered by the Leader of the Council and the Portfolio Holder for Finance. The redundancy costs associated with the restructure of senior management will be met from the earmarked Reorganisation Reserve that was approved by Council in February 2012.

Legal Implications and Risk Assessment Statement.

- 31 The Council has taken the professional advice of the HR Manager and the Chief Officer Legal & Governance to ensure proper practices are followed in the proposed restructure of the Council's senior management.
- 32 The risk of reducing the senior management structure, whilst retaining the Council's ability to deliver on its vision and promises and the corporate projects Members have set out, is considered to be low.

Equality Assessment

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

Resource (non-financial)

- 34 As a result of the proposal to restructure senior management two posts will be deleted from the Council's structure. The Chief Housing Officer and Chief Officer Legal & Governance have each offered to take voluntary redundancy.

Conclusions

- 35 This report sets out for Members a proposed senior management structure that will enable the Council to continue its progression as a high performing, value for money organisation.
- 36 The proposal takes due consideration of the environment the Council operates in now, the significant future challenges that the Council will face and the local needs and aspirations articulated through the Council's vision and promises.
- 37 The structure is designed to ensure that the Council continues to benefit from the extensive experience of its current Chief Officers who have contributed significantly to the Council's success and provides the foundation for the Council to continue to shape its own future.
- 38 Importantly the proposed structure also delivers a minimum saving of £120,000 from senior management costs, as a contribution to the savings requirement currently identified in the draft budget. All costs associated with the restructure will be met from within the Reorganisation Reserve which is earmarked for such purposes.

Appendices

Appendix A – Proposed senior management structure

Appendix B – Current senior management structure

Background Papers:

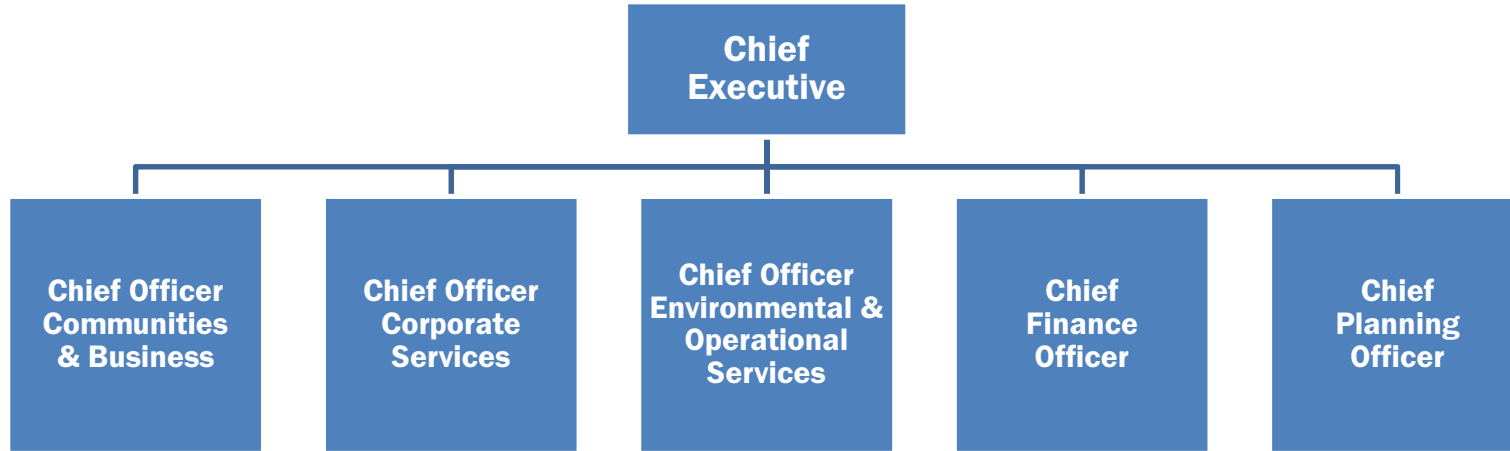
[Financial Prospects Report](#)

[Corporate Plan](#)

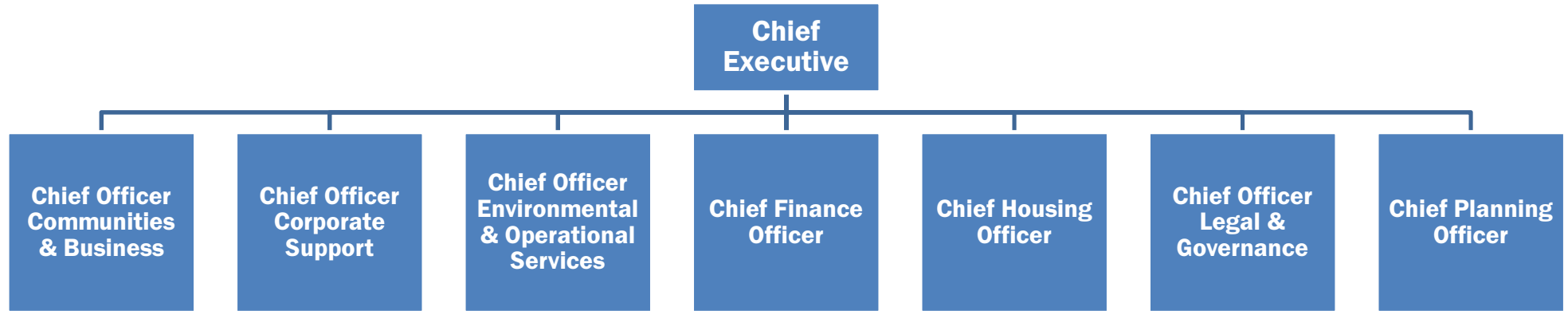
Dr Pav Ramewal
Chief Executive

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Appendix A – Proposed senior management structure



Appendix B – Current senior management structure



DEVELOPMENT OF SENNOCKE AND BRADBOURNE CAR PARKS

Cabinet – 15 October 2015

Report of Chief Officer Environmental & Operational Services
Chief Finance Officer

Status: For Recommendation to Council

Also considered at Council - 3 November 2015

Key Decision: No

Executive Summary:

This report seeks approval to develop the Sennocke Car Park and Bradbourne Car Park sites to provide a branded hotel and additional car parking capacity

This report supports the Key aims of Value for Money and financial self sufficiency

Portfolio Holder Cllr Fleming

Contact Officer(s) Mark Bradbury Ext 7099
Richard Wilson Ext 7262
Adrian Rowbotham Ext 7153
John Strachan Ext 7310

Recommendations to Cabinet

- a) Cabinet recommends to Council that they agree to proceed with the proposed schemes.
 - b) Cabinet recommends to Council that a Development Management Agreement and Agreement for Lease are entered into with the preferred Development Management Consultant and preferred Hotel Operator on the terms outlined in Appendix D.
 - c) Cabinet recommends to Council that the development is in the public interest and therefore the land should be appropriated for planning purposes in accordance with Section 122 of the Local Government Act 1972 and subject to the powers provided by Section 237 of The Town and Country Planning Act 1990.
-

Recommendations to Council

- a) Council agree to proceed with the proposed schemes
- b) Council agree that a Development Management Agreement and Agreement for Lease are entered into with the preferred Development Management Consultant and preferred Hotel Operator on the terms outlined in Appendix D.
- c) Council agree that the development is in the public interest and therefore the land should be appropriated for planning purposes in accordance with Section 122 of the Local Government Act 1972 and subject to the powers provided by Section 237 of The Town and Country Planning Act 1990.

Reason for recommendation: The proposed development has the potential to deliver economic benefits to the District through the provision of a much needed Hotel and additional car parking at Sevenoaks Station. The Investment will also provide an income stream that could contribute significantly towards the Council's aim of Financial Self Sufficiency.

Introduction and Background

- 1 The Council currently operates two off street car parks close to Sevenoaks Station. The Sennocke Car Park comprises 84 spaces and the Bradbourne Car Park 216 providing a combined total of 300 spaces.
- 2 Both car parks are well used by commuters including a significant number of long term season ticket holders. The Sennocke Car Park is fully occupied most week days and for the Bradbourne Car Park average peak occupancy exceeds 80%. The two car parks operated by South Eastern Railway have similarly high occupancy rates.
- 3 The Sennocke Car Park site has been identified for development in the Council's adopted Allocations and Development Management Plan (ADMP). The ADMP also notes the potential to accommodate replacement car parking by decking the Bradbourne Car Park.
- 4 The current allocation for the Sennocke site is for residential use but the Council's Core Strategy at Paragraph 5.4.10 states that there is scope for further tourist related development in the District and the location policies give support to hotel development in Sevenoaks.
- 5 There has been an acknowledged shortage of hotel accommodation in the District for some time and this is particularly evident in Sevenoaks where there is no branded or business class hotel offer.
- 6 An options appraisal on alternative development options for the Sennocke Car Park Site has been carried out and was considered by the then Portfolio Holders for Finance and Resources and Economic and Community Development, The Leader of the Council and Strategic Management Team.
- 7 A copy of the Options Appraisal is attached as Appendix B

- 8 Following due consideration developing Sennocke Car Park for Hotel Use was selected as the preferred option subject to further negotiations delivering a proposal that offered Value for Money.
- 9 Negotiations with the interested hotel operator were undertaken alongside market testing to identify other potential operators. Following interest from a further operator best bids were invited.
- 10 These were compared and ranked based on a weighted assessment of return on investment; annual net Income to the Council; covenant strength; brand perception and construction cost risk. The comparison and ranking is included in Appendix C.
- 11 Negotiations with the owners of the adjoining Farmers site with a view to either acquiring the site or developing both sites through a joint venture mechanism to deliver a more comprehensive development were also undertaken. During the negotiations the owner secured planning consent at appeal for a higher density scheme.
- 12 The owner's price expectations were previously high and increased following the appeal decision. A purchase price that would be acceptable to the vendor could not be supported by the Head of Economic Development and Property or an independent 'Red Book' valuation. After due consideration and discussion with members of Cabinet it was agreed not to pursue a purchase.

Development Proposals - Hotel

- 13 Following extensive negotiation and market testing, proposed Heads of Terms have been agreed with a leading Hotel Operator working in partnership with a Development Management Consultant to enter into a Development Management Agreement and Agreement for Lease to construct (at the Council's cost) a hotel with associated café/bar/restaurant on the Sennocke Car Park site.
- 14 The preferred Development Management Consultant will manage the design, submission of the planning application and construction of the Hotel on behalf of the Council to the preferred Hotel Operator's Specification for a fixed price to include the Development Management and Design Fees.
- 15 The preferred Development Management Consultant has a successful track record of developing hotels for the preferred Hotel Operator and funding these in the investment market. Working with the preferred Development Management Consultant on the basis of an agreed cost will enable the council to effectively manage construction cost and programme risk.
- 16 The Construction Cost and fees agreed with the preferred Hotel Operator and Development Management Consultant total £8,750,000. Whilst construction cost risk will lie with the preferred Development Management Consultant it is recommended that an additional contingency of 5% is allowed to cover the council's costs and any unforeseen costs. Rounding up gives a total budget of £9,200,000.

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- 17 The preferred Hotel Operator will take a 25 year lease on completion of the construction. The lease will include rent reviews linked to the Consumer Price Index (CPI) every 5 years with minimum and maximum increases. There will be a tenant's break option in the 20th year of the lease.
- 18 The Development Management Agreement will make provision for the construction contract to be procured in accordance with the Council's procurement strategy.
- 19 Details of the preferred Hotel Operator, preferred Development Management Consultant and initial rental and yield profile are included in the attached exempt Appendix C. Based on the total budget outlined above and the agreed initial rent the investment would comply with the yield criteria set out in the approved Property Investment Strategy.
- 20 The preferred funding method for the hotel is from the Financial Plan Reserve and Capital Receipts from the disposal of other assets. The 'Financial Prospects and Budget Strategy 2016/17 and Beyond' report to Cabinet on 17 September 2015 included details about the council becoming financially self-sufficient. A benefit of this is that any Revenue Support Grant and New Homes Bonus received from Government, that is not included in the 10-year budget can be put into the Financial Plan Reserve which can be used to support the 10-year budget by funding invest to save initiatives and support for the Property Investment Strategy.
- 21 This funding method should result in an income yield in excess of 6% as required in the Property Investment Strategy. If this funding method is not feasible, another option will be agreed with the Leader and Portfolio Holder for Finance. Further details of the funding options can be found in Appendix D.

Development Proposals – Car Park

- 22 To allow the development of the Sennocke site it is proposed that two parking decks will be constructed on the existing Bradbourne Car Park to create a total of c. 450 car parking spaces proving a net increase of c. 150 spaces (over the combined current total of 300 spaces on the Sennocke and Bradbourne car parks).
- 23 The proposal will :-
 - Replace the current provision on the Sennocke Car Park
 - Make provision for parking by hotel guests
 - Allow a reduction in all day on-street parking
 - Provide some additional capacity at the station to address current and future demand
- 22 Consultants Willmott Dixon have been appointed, through the SCAPE Procurement route to prepare a feasibility study covering, design, cost and programme for the construction of the decked car park. The brief is to design a high quality facility that mitigates impact on neighbouring properties whilst offering value for money.

- 23 Detailed design and costings will be commissioned should members endorse the recommendations but in the meantime Willmott Dixon has advised that assuming no abnormal site conditions or onerous planning conditions and a start on site in mid-2016, works could be completed within 5 months at a cost of c. £5.3 million including fees and contingency. A more detailed cost plan will be developed as the design progresses.
- 24 The preferred funding method for the car park is to internally borrow from the council's balances. This funding method should result in the cost of the car park being met by income received for the additional parking spaces. If this funding method is not feasible, another option will be agreed with the Leader and Portfolio Holder for Finance. Further details of the funding options can be found in Appendix D.
- 25 Cabinet has previously approved the submission of a planning application for a decked car park at this site on 6th March 2014 and members are asked to note that this will now be progressed.

Business Case

- 26 There is an acknowledged shortage of Tourism Accommodation in the District and particularly in Sevenoaks where there is limited accommodation and no branded operator.
- 27 The Council has recently commissioned a Tourist Accommodation Study of the District. Whilst this is currently in draft form it does conclude :-
- With a currently limited stock of tourist accommodation, it is clear that growth in staying tourism, and the resulting boost that this will give to the District's economy, will require additional tourist accommodation across Sevenoaks District. This Tourist Accommodation Study shows potential for a wide range of different types of tourist accommodation across the District.
- 28 The development of a quality hotel is consistent with the Council's Economic Development Strategy which aims to help facilitate growth in the tourism industry and increase the number of providers of hotel accommodation.
- 29 The Sennocke site is well located to serve local businesses and support restaurants, bars and other retailers in the town centre and surrounding local centres. It is also well located for local businesses looking for accommodation for visiting staff, customer, consultants and other guests.
- 30 It is also well located for public transport with the Rail station opposite and frequent passing bus services. Developed in conjunction with the Bradbourne Car Park proposals it will not require its own car park thus ensuring efficient land use.
- 31 Development of the Hotel by the Council as opposed to a sale of the site will ensure :-
- Retention of the freehold interest in a key site for future generations

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- A significant and growing income from a market leading operator with a strong covenant over a lease period of at least 20 years, contributing to the Council's commitment to financial self sufficiency.
- The potential for significant capital growth and a strong return on investment.

Planning

- 32 The Sennocke Car Park site has been identified for development in the Council's adopted Allocations and Development Management Plan (ADMP). The ADMP also notes the potential to accommodate replacement car parking by decking the Bradbourne Car Park.
- 33 The current allocation for the Sennocke site is for residential use but the Council's Core Strategy at Paragraph 5.4.10 states that there is scope for further tourist related development in the District and the location policies give support to hotel development in Sevenoaks.
- 34 A more detailed note on planning is attached as Appendix A.

Appropriation

- 35 The Sennocke Car Park was originally acquired for the purposes of developing a car park. The land was sold to the Council with restrictive covenants preventing certain uses including development for a hotel. The vendor was the owner of the adjoining site now known as the Farmers Site from which the vendor operated a public house with hotel rooms.
- 36 The purpose of the covenant was therefore to prevent the Council developing a hotel in competition with the vendor. The vendor has subsequently sold the land and there is no longer a hotel on the site.
- 37 As the Council now wishes to use the land for a different purpose that it acquired the land for, it is prudent to appropriate the land for planning purposes in accordance with Section 122 of the Local Government Act 1972.
- 38 Section 237 of The Town and Country Planning Act 1990 provides local authorities with the power to over-ride rights and restrictions (including covenants) affecting the land provided that the land has been appropriated by the local authority for planning purposes in accordance with Section 122 of the Local Government Act 1972 and development is carried out in accordance with planning permission.
- 39 The effect of the appropriation would prevent the beneficiary of such rights from preventing the development from proceeding through an injunction. The beneficiary would however be entitled to compensation instead. The normal measure of the compensation is the loss in value of the land which benefits from the right or covenant.
- 40 As the beneficiary no longer operates a hotel on the land and the land has planning consent for a residential development it is considered that the value of

any compensation will be nil or negligible. Further advice is being taken on the matter and if appropriate indemnity insurance will be taken out.

Risk Assessment

41 Attached at Appendix E

Conclusions

42 The proposed development has the potential to deliver economic benefits to the District through the provision of a much needed Hotel and additional car parking at Sevenoaks Station. The Investment will also provide an income stream that could contribute significantly towards the Council's aim of Financial Self Sufficiency.

Key Implications

Financial

The proposal will involve a significant investment by the council and may involve borrowing. Further advice is being taken on the funding options and this will be reported in Appendix D (to follow). The proposal does offer an income stream that could contribute significantly towards the Council's aim of Financial Self Sufficiency.

Legal Implications and Risk Assessment Statement.

As the land was originally acquired by the Council under compulsory purchase powers for car parking, it will be necessary to appropriate the land for planning purposes under Section 122 (1) of the Local Government Act 1972 (LGA).

As the land is not part of common land nor is it public open space land, there is no duty on the Council to consult or consider objections to its disposal (or leasing) on estate ownership grounds.

Section 122 (1) of the LGA allows a principal council to appropriate for any purpose for which the council are authorised by this or any other enactment to acquire land by agreement any land which belongs to the Council and is no longer required for the purpose for which it is held immediately before the appropriation.

In order to show that it is correct to appropriate the land for planning purposes section 246 of the Town and Country Planning Act 1990 (TCPA) makes reference to sections 226 and 227 of that Act, in that it states that any reference to appropriation of land for planning purposes should be for purposes which land can be (or as the case may be, could have been) acquired under those sections (that is 226 and 227) of that Act).

As those sections apply to this appropriation it is therefore necessary to show that there is an alternative car park available and capable of being developed to re-provide the parking (Bradbourne Car Park) and therefore in accordance with sections 226/227 of the TCPA the Council can exercise the power and show that the development is likely to contribute to the social, economic and environmental well being of the area (see paragraphs 13 to 19 and 25 to 30 of this Report).

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Once the land has been appropriated the Council will benefit from the powers of section 237 of the TCPA in that certain easements and other rights that affect the land may (if relevant) be overridden.

The Procurement of the construction contract will be subject to advertisement in the Official European Journal and to the Public Contract regulations 2015 as the threshold for such requirements starts at £4,322,012. Any tender process will also have to be compliant with the council's own Contractual Standing Orders

A detailed Risk Assessment is set out in Appendix E

Equality Assessment

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

Appendices

A : Planning Briefing Note

B : Sennocke Site Initial Development Options Appraisal

C : Comparison of Hotel Operator Bids

D : Financial Return and Funding Options

E : Risk Assessment

Background Papers:

None

Richard Wilson
Chief Officer Environmental & Operational Services

Adrian Rowbotham
Chief Finance Officer

Appendix A

Planning Briefing Note

Ambition

Provision of a hotel on the Sennocke car park site and a new decked car park to provide additional capacity at the nearby Bradbourne car park.

Planning Policy Considerations

The planning policy context for achieving the stated ambition is as follows:

- Policy support is given to *'promoting hotel development in suitable locations in Sevenoaks...'* (Core Strategy p78 policy SP8).
- The Sennocke car park site is allocated for residential development as part of meeting the housing requirements set out in the plan. The nominal yield for the site is low, identified as 17 units, and it is anticipated that this loss in provision can be more than made up by higher yields than identified coming through in other developments.
- The Bradbourne car park site is not an allocated site.
- In general terms *'Improvements to car parking provision for the station will be supported subject to evidence of demand and environmental acceptability'* (Core Strategy p38 para 4.2.15).

Development Guidance

The ADMP Appendices 1-9 p17 Appendix 3 provides development guidance for bringing forward the Sennocke site. Whilst the guidance is aimed at bringing forward a residential scheme, some of it is helpful in the context of a hotel development. In summary:

- Opportunity for a high density development, subject to safeguarding the amenity of adjacent residential properties and accommodating changing levels across the site.
- Development should achieve a good relationship with the adjacent development site to the south.
- Design must reflect the prominent nature of the site as a gateway to Sevenoaks.
- Landscape features at the edge of the site should be retained.
- The site should be accessed from Hitchen Hatch Lane, not London Road.

Infrastructure

- CIL contributions would not be required for a hotel development.

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- Replacement car parking for the loss of the Sennocke site could satisfactorily be provided via the decking proposal for the Bradbourne site.
- Waste water capacity both on and off the site would need to be assessed.

Development Management Considerations

The key considerations are likely to be:

Building Design and Character

The area is characterised by a mix of building styles, and particularly surrounding the station, is fairly densely developed. The proposal as approved for the site adjacent is for a high density residential and retail scheme. Here, development would run right up to the site boundaries and would be of a modern design.

Opposite the site is the locally significant 'One 60' building, which is set back from the road by a significant distance, with landscaping to the front. This is of a modern glass and clad style.

The residential developments to the north and east are relatively low density and consist of detached and semi-detached two storey houses and terraces.

To appropriately fit in with surrounding development a well landscaped building of 3-4 storeys could be accommodated, subject to it respecting amenity considerations, of a modern style using high quality materials befitting of the gateway location.

Parking

A hotel of approximately 100 rooms is likely to generate its own parking requirement. Given the site's proximity to the railway line, some customers may arrive by train. The site is likely of adequate size to provide its own parking facilities for customers although other options could also be explored, such as utilising the redeveloped Bradbourne Road car park.

Separate highways advice should be sought from KCC.

Neighbouring Amenity

A key consideration will be the impact on the residential buildings which bound the site (including future occupiers of the Farmers development) and therefore are susceptible to loss of amenity if the location of the built element, and its scale, are not carefully considered.

Noise

The site is not likely to be adversely affected by noise from surrounding development, however, the development itself could potentially be a generator of noise, in particular if any hotel has ancillary restaurant uses. Consideration will need to be given to the impact on neighbouring amenity and plant machinery should be shielded in order to reduce noise.

Summary and conclusion

Hotel development is supported in this area by Sevenoaks planning policy and the site is likely to be able to adequately accommodate one of a number of building styles.

The siting of the development should be to the west, centre and south of the site in order to most effectively reduce the impact on the amenity of occupiers of neighbouring properties and KCC should be consulted regarding Highway issues.

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Risk Assessment

RISK ASSESSMENT						
Operational Risks	Likelihood	Impact	Total	Rating	Internal Control(s)	Controls OK?
Failure to communicate effectively with key stakeholders could result in planning delays and reputational damage to the council	2	3	6	M	Cross Departmental Communications Plan Established and initiated	Y
Delays in securing planning consent could lead to additional costs and/or loss of tenant	3	4	12	M	Internal planning advice sought at early stage in Project. Provisions within contract to allow for extensions of time	Y
Restrictive Covenants on land could restrict or stop development	2	5	10	M	Appropriation of Land converts covenanter's remedies to damages. Professional advice to be sought and insurance taken out if necessary	Y
Poor project Management could result in cost and programme over-run	3	4	12	M	The Council is adopting PRINCE2 Project Management Principles and is resourcing its Programme Office to deliver this. The use of a Development Management Consultant taking the cost Risk will	Y

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					also limit the Council's risk	
Unexpected Cost Increases could lead to cost overruns and a reduction in the Council's return on investment	3	3	9	M	Working with an experienced Development Management Consultant who has delivered a number of Hotels for the preferred tenant who will contract to deliver the development of the Hotel for a fixed cost will limit the Council's exposure. The contract will be subject to detailed site investigations which the Development Management Consultant is undertaking at its risk. A further contingency on both the cost of the Hotel and Car Park Costs is allowed.	Y
The rental payments will be insufficient to deliver the required return on investment	3	3	9	M	A prelet has been agreed with the preferred tenant a fixed rent for the first 5 years and a guaranteed increase every 5 years. A 20 minimum lease term has been agreed	Y
The proposed tenant will not be able to meet its rental payments or will otherwise break the terms of the lease	3	3	9	M	The preferred tenant is part of a FTSE 50 Company that had a turnover in excess of £2 billion in 2014. They currently operate over 59,000 hotel rooms and recent	Y

					development have been funded by AXA and AVIVA Investors at yields below 5%	
An downturn in the Economy and/or Property Market could have a negative impact on the income received from the investment	3	4	12	M	Letting the property on a 25 year lease (with a fixed minimum term of 20 years) with guaranteed rental increases at 5 yearly reviews ensures that rental income will not fall during the first 20 years providing the preferred tenant remains solvent. Regular revue of the market and economy as part of an Asset Management Strategy will ensue that risk is continuously managed appropriate actions taken and the optimum time.	

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