

01 October 2019 at 7.00 pm

Conference Room, Argyle Road, Sevenoaks
Despatched: 23.09.19



People & Places Advisory Committee

Membership:

Chairman, Cllr. Collins; Vice-Chairman, Cllr. Pett
Cllrs. Dr. Canet, Cheeseman, Perry Cole, Coleman, P. Darrington, Dyball, Foster, Hudson, Osborne-Jackson and Raikes

Agenda

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

	Pages	Contact
Apologies for Absence		
1. Minutes To agree the minutes of the meeting of the Advisory Committee held on 18 June 2019, as a correct record.	(Pages 1 - 4)	
2. Declarations of interest Any interest not already registered.		
3. Actions from Previous Meeting (if any)		
4. Update from Portfolio Holder		
5. Referral from Cabinet or the Audit committee (if any)		
6. Budget 2020/21: Service Dashboards and Service Change Impact Assessments (SCIAs)	(Pages 5 - 28)	Adrian Rowbotham Tel: 01732 227153
7. Sevenoaks District Arts Council update	(Pages 29 - 30)	Jenny Godfrey Tel: 01732 227112
8. Supported Internships at Sevenoaks Council	(Pages 31 - 34)	Alan Whiting Tel: 01732 227446
9. Community Plan Annual Report 2018/19 Annual Report	(Pages 35 - 76)	Alan Whiting Tel: 01732 227446
10. Work Plan	(Pages 77 - 78)	

EXEMPT INFORMATION

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

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

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

PEOPLE & PLACES ADVISORY COMMITTEE

Minutes of the meeting held on 18 June 2019 commencing at 7.00 pm

Present: Cllr Collins (Chairman)

Cllrs Dr. Canet, Cheeseman, Coleman, Dyball, Foster, Hudson, Osborne-Jackson, P. Darrington, Perry Cole and Raikes

An apology for absence was received from Cllr Pett

Cllrs Penny Cole and Eyre were also present.

1. Appointment of Chairman

Resolved: That Cllr Collins be appointed Chairman of the Advisory Committee for 2019/20.

(Cllr Collins in the Chair)

2. Appointment of Vice Chairman

Resolved: That Cllr Pett be appointed Vice Chairman of the Advisory Committee for 2019/20.

3. Minutes

Resolved: That the Minutes of the meeting of the former Economic & Community Development Advisory Committee held on 5 March 2019 be approved and signed by the Chairman as a correct record.

4. Declarations of interest

There were no additional declarations of interest made.

5. Actions from Previous Meeting

There were none.

6. Update from Portfolio Holder

The Portfolio Holder, and Chairman advised Members that work was progressing on Whiteoak Leisure and there would be a Members' briefing session soon on the finalised plans with changes made since the initial presentation given when first drawn up as a result of the feedback from the community engagement sessions.

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People & Places Advisory Committee - 18 June 2019

Feedback had largely been on the lack of badminton provision and swimming pool spectator seating.

7. Referral from Cabinet or the Audit committee

There were none.

CHANGE IN ORDER OF AGENDA ITEMS

With the agreement of the Committee, the Chairman brought forward consideration of agenda items 9 and 10.

8. Presentation on the rural economy by Lord Colgrain

The Chairman welcomed Lord Colgrain DL to the meeting. The People & Places Portfolio Holder advised the Committee that he had kindly agreed to speak to the Committee on the work of the House of Lords (HL) [Select Committee on the Rural Economy](#).

Lord Colgrain DL, addressed the Committee advising of the [membership](#) and background of the members of the Select Committee and the work involved in the production of '[Time for a strategy for the rural economy](#)' which was published on 27 April 2019, HL Paper 330. The report set out a range of recommendations across different policy areas to tackle the challenges facing the rural economy and highlighted the large discrepancies between Urban and Rural Economies. Rural Economies were in good health, they had different drivers, priorities and needs, and were not worse off than Urban. The Committee believed that a comprehensive rural strategy was needed and the Government needed to rethink and reform the rural proofing process to ensure that relevant policies and legislation were attuned to the needs of rural communities and rural economies with a mechanism to ensure local delivery using a place-based approach. Which should include effective partnership working from all relevant public, private and voluntary bodies, driven by the nature of each local area and with active community participation.

Information on the [Shared Prosperity Fund](#) was opaque and more was required as soon as possible to enable rural businesses and communities to begin planning for the future.

Lord Colgrain highlighted a few headliners of the report and Members took the opportunity to ask questions.

The Chairman thanked Lord Colgrain for attending and the Committee joined her in showing their appreciation.

Resolved: That the report be noted.

9. Visit Kent

The Chairman welcomed Louisa Mungall, Destination Manager - Partnerships & Skills, and Ruby Russ Research, Development Coordinator from Visit Kent who gave a [presentation](#) on tourism and its value to the Sevenoaks economy and [tabled](#) an additional document with a further breakdown on the Sevenoaks District visitor economy.

Members took the opportunity to ask questions and as part of their responses Visit Kent referred them to the [Cambridge Model Economic Impact Study - Sevenoaks District](#), [Cambridge Model Economic Impact Study Infographic - Sevenoaks District](#), [Cambridge Model Economic Impact Study - Kent County](#), and [Business Barometer reports](#).

The Chairman thanked Louisa and Ruby for attending.

Resolved: That the report be noted.

10. Role of the Advisory Committee and Key Challenges

Members received a [presentation](#) and report advising them as to the role of the Committee and the areas of responsibility including the key issues and challenges facing those areas, and took the opportunity to ask questions of clarification.

Resolved: That the report be noted.

11. Sevenoaks District Community Safety Strategy & Action Plan Annual Report 2018-19

The Community Safety Manager presented the report and gave a [presentation](#) highlighting the work of the Community Safety Partnership throughout 2018-19.

Resolved: That the report be noted and recommended to Cabinet.

12. Work Plan

Members were advised that there would be an update on Whiteoak Leisure Centre at the next meeting. In December, there would be three monitoring reports on the Community Plan, the Community Safety Plan and the Economic & Community Development Plan.

THE MEETING WAS CONCLUDED AT 9.37 PM

CHAIRMAN

BUDGET 2020/21: SERVICE DASHBOARDS AND SERVICE CHANGE IMPACT ASSESSMENTS (SCIAS)

People and Places Advisory Committee - 1 October 2019

Report of	Chief Officer Finance and Trading
Status	For comment
Also considered by	Improvement and Innovation Advisory Committee - 3 October 2019 Housing and Health Advisory Committee - 8 October 2019 Development and Conservation Advisory Committee - 15 October 2019 Cleaner and Greener Advisory Committee - 29 October 2019 Finance and Investment Advisory Committee - 21 November 2019
Key Decision	No

Executive Summary:

This report sets out updates to the 2020/21 budget within the existing framework of the 10-year budget and savings plan. The report presents growth and savings proposals that have been identified which need to be considered (if applicable to this Committee), and requests further suggestions from the Advisory Committees, before finalising the budget for 2020/21.

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

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 net savings requirement of £93,000 in 2020/21 and £100,000 per annum in later years is included.

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

Portfolio Holder Cllr. Matthew Dickins

Contact Officers Adrian Rowbotham, Ext. 7153

Alan Mitchell, Ext. 7483

Recommendation to each Advisory Committee:

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

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

Introduction and Background

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

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

- 5 With the Revenue Support Grant provided by Government ceasing from 2017/18 it is important that the council remains financially self-sufficient by having a balanced economy and a financial strategy that is focused on local solutions. These solutions include:
 - continuing to deliver financial savings and service efficiencies;
 - growing the council tax and business rate base; and
 - generating more income.
- 6 The intention of this report is to provide Members of each Advisory Committee an opportunity to give their views on potential growth and savings items that could be included in the updated 10-year budget that will be presented to Council on 25 February 2020.
- 7 The 'Financial Prospects and Budget Strategy 2020/21 and Beyond' report has been presented to Cabinet to start the budget setting process for 2020/21.

Financial Self-Sufficiency

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

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Homes Bonus. Any funding received from these sources will be put into the Financial Plan Reserve which can be used to support the 10-year budget by funding invest to save initiatives and supporting the Property Investment Strategy. One of the aims of the Property Investment Strategy is to achieve an income yield of 3%+ above the Council's average treasury management return (currently 0.9%) when not borrowing or internally borrowing, and 3%+ above the borrowing rate (currently 1.9% for 30 years). Therefore, using funding for this purpose will result in additional year on year income that is not impacted by Government decisions.

- 13 Cabinet are keen to remain financially self-sufficient and be ahead of the game. This will include a new target to replace reliance on Business Rates income over the coming years. This will allow this Council to move ahead in the knowledge that this council has the financial resources to provide the services that the district's residents need into the future.

Service Dashboards

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

Savings Plan

- 17 **Appendix C** to this report sets out a summary of the savings and growth items approved by Council since the 10-year budget strategy was first used in 2011/12, which have allowed the Council to deliver a 10-year balanced budget.
- 18 The savings plan requires a total of over £7 million to be saved between 2011/12 and 2019/20 which is an average saving of over £800,000 per annum.
- 19 The 10-year budget attached shows a net saving or additional income requirement of £93,000 in 2020/21 and £100,000 per annum in later years to deliver a long-term sustainable budget.
- 20 Other pressures may result in a requirement for further savings. Officers will continue to monitor these pressures and report the latest position to Cabinet in December.

Proposed Growth and Savings Items

- 21 Growth items are items that are in addition to non-service issues and risks, such as grant settlements, impacts of economic change and other pressures highlighted in the 'Financial Prospects and Budget Strategy 2020/21 and Beyond' report considered by Cabinet on 12 September 2019.
- 22 A number of growth and savings items will be proposed at the Advisory Committees with the aim of achieving the £93,000 net savings mentioned above. The £93,000 does not necessarily have to all be achieved in 2020/21 but the impact is required to be £930,000 (i.e. £93,000 x 10 years) over the 10-year budget period.
- 23 The proposed growth and savings items relating to this Advisory Committee are listed in **Appendix D** (if applicable).
- 24 Service Change Impact Assessments (SCIAs) contain further details for all proposed growth and savings items. SCIAs applicable to this Advisory Committee can be found in **Appendix E** (if applicable).
- 25 During the budget process last year, each Advisory Committee was asked to provide further growth and savings suggestions to Cabinet. Some suggestions were approved as part of the 2019/20 budget, but Cabinet indicated that some other suggestions would be worth keeping on a list for future investigation. The suggestions for future investigation relating to this Advisory Committee are included in **Appendix F** and Members may wish to consider these ideas when proposing growth and savings suggestions.

Financial Summary

- 26 The assumptions currently included take into account the latest information available, but a number of assumptions may change before the final budget meeting in February 2019.
- 27 The 10-year budget attached at **Appendix G** includes the changes that were included in the 'Financial Prospects and Budget Strategy 2020/21 and Beyond' report.

Role of the Advisory Committees

- 28 A training session on the budget process have been provided to Members on 24 September 2019. If Members require any further training or require any additional details on the content of this report and appendices, please contact Adrian Rowbotham or Alan Mitchell prior to the meeting.
- 29 Views of the Advisory Committees on the growth and savings items proposed together with any additional suggestions will be considered by Cabinet at its meeting on 5 December 2019.

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Process and Timetable

- 30 This report is the second stage of the budget process as shown in the Budget Setting Timetable (**Appendix H**).
- 31 It is possible that Advisory Committees may have to re-address service budgets in January if significant changes have taken place leading to a large and unmanageable deficit.

Key Implications

Financial

All financial implications are covered elsewhere in this report.

Legal Implications and Risk Assessment Statement.

There are no legal implications.

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

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

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

Equality Assessment

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

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

Conclusions

The Strategic Financial and Business Planning process has ensured that the Council follows a logical and well considered process and approach in dealing with the many difficult financial challenges that it has faced. The 10-year budget has

further improved this process and helped to ensure that the Council is well placed in dealing with more immediate and longer-term financial challenges.

By becoming financially self-sufficient at an early stage, this Council has become much more in control of its own destiny.

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

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

Members' consideration and scrutiny of the relevant services is an essential and key element in the business and financial planning process. If the net total of growth and savings proposals identified by the Advisory Committees and approved by Cabinet does not reach the £93,000 savings target, additional savings will be required that may result in service changes, to ensure a balanced budget position.

Appendices

Appendix A - Service Dashboards relating to this Advisory Committee.

Appendix B - 2019/20 Budget by Service relating to this Advisory Committee.

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

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

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

Appendix F - Growth and savings suggestions made last year that were agreed by Cabinet to be kept on the list for possible future investigation - relating to this Advisory Committee (if applicable)

Appendix G - 10-year budget

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Appendix H - Budget Setting Timetable

Background Papers

Financial Prospects and Budget Strategy 2020/21
and Beyond - Cabinet 12 September 2019

Adrian Rowbotham

Chief Officer Finance and Trading

Service Dashboard
Portfolio for People & Places

The services we provide

Community Plan, Community Safety, Town Centres, Tourism, West Kent Partnership, West Kent LEADER, Community Grants, Safeguarding, Youth, Parishes, Leisure activities, wellbeing

Service contribution

Statutory service
🔒 🔒 🔒 🔒 🔒

Income generating
💰 💰 💰 💰 💰

Working in partnership
🗣️ 🗣️ 🗣️ 🗣️ 🗣️

Council Plan

Wellbeing ✓

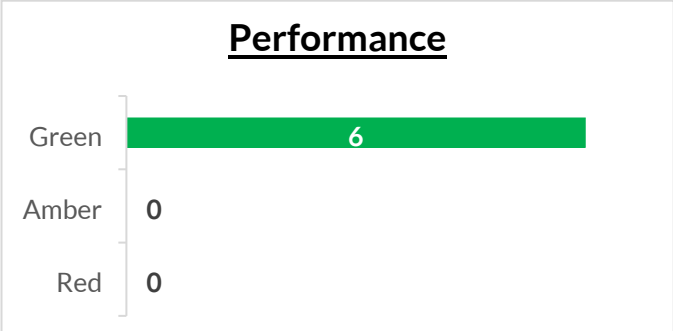
Environment ✓

Economy ✓

Housing ✗

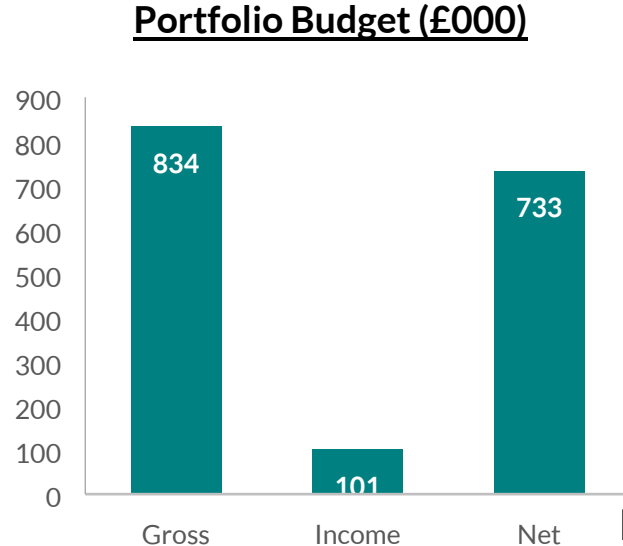
Community Safety ✓

Health ✓



Achievements & Opportunities

- 97% of actions in the Community Plan delivered
- Low crime rate, reductions in Anti-Social Behaviour and graffiti and compliance with safeguarding duty
- New Economic Development Strategy & Action Plan agreed with priorities for our visitor economy and town centres
- Grants of £153k made to Citizens Advice & 25 local groups who support people across our District



Challenges & Risks

- To deliver on the priorities and actions identified in the new Economic Development Strategy, Community Plan & Community Safety Action Plan
- To deliver a new leisure centre for Swanley
- To work with our partners and with communities to deliver improved wellbeing across our District.

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People and Places Advisory Committee				Appendix B
		2019/20 Exp Budget	2019/20 Inc Budget	2019/20 Approved Net Budget
Chief Officer				
Revenue				
People & Places	Administrative Expenses - Communities & Business	27		27
People & Places	All Weather Pitch	0	(5)	(5)
People & Places	Community Development Service Provisions	0	(6)	(6)
People & Places	Community Safety	201		201
People & Places	Grants to Organisations	183		183
People & Places	Leader Programme	5		5
People & Places	Leisure Contract	203	(20)	183
People & Places	Leisure Development	20		20
People & Places	New Ash Green	0		0
People & Places	The Community Plan	57		57
Strategic Head of Comm & Prop	Tourism	33		33
Strategic Head of Comm & Property	West Kent Enterprise Advisor Network	40	(40)	0
Strategic Head of Comm & Property	West Kent Kick Start	0		0
Strategic Head of Comm & Property	West Kent Partnership	30	(30)	0
Strategic Head of Comm & Property	West Kent Partnership Business Support	0		0
People & Places	Youth	35		35
		834	(101)	733
Capital				
	None			
				0

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SCIA Year	No.	Description	2011/12 - 2019/20 £000	2020/21 £000	Later Years £000	Total £000
		Cleaner and Greener Advisory Committee				
2016/17	8	Playgrounds: reduction in asset maintenance (reversal of temporary saving item)			7	
2016/17	9	Public Conveniences: reduction in asset maintenance (reversal of temporary saving item)			8	
2019/20	3	Bradbourne Lakes - Consultancy (reversal of temporary growth item)		(60)		
2019/20	7	Car Parking - Enforcement for Tandridge DC (reversal of temporary saving item)			30	
		Development and Conservation Advisory Committee				
		No savings or growth agreed from 2020/21 onwards				
		Finance and Investment Advisory Committee				
2011/12	62,63	Staff terms and conditions - savings agreed by Council 18/10/11		(187)		
		Housing and Health Advisory Committee				
		No savings or growth agreed from 2020/21 onwards				
		Improvement and Innovation Advisory Committee				
2017/18	10	Apprenticeship Levy (reversal of temporary growth item)		(45)		
2018/19	3	Swanley Local Office contract		(15)		
2018/19	13	IT Developers: funding for two years (reversal of temporary growth item)		(51)		
		People and Places Advisory Committee				
		No savings or growth agreed from 2020/21 onwards				
		Minor movements between years			(1)	
		Total Savings	(7,366)	(202)	44	(7,524)
		Total Growth	2,201	(156)	0	2,045
		Net Savings	(5,165)	(358)	44	(5,479)

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New Growth and Savings Proposals: People and Places Advisory Committee

SCIA Year	No.	Description	Year	Ongoing	2019/20 Impact £000	Budget Impact £000
Growth						
		none				
		Sub Total			0	0
Savings						
		none				
		Sub Total			0	0
		Net Savings Total			0	0

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SERVICE CHANGE IMPACT ASSESSMENT

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

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Growth and Savings Suggestions made last year that were agreed by Cabinet to be kept on the list for possible future investigation

Cabinet 06/12/18:

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

People and Places Advisory Committee

Growth
none
Savings
none

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Ten Year Budget - Revenue

Appendix G

	Budget 2019/20	Plan 2020/21	Plan 2021/22	Plan 2022/23	Plan 2023/24	Plan 2024/25	Plan 2025/26	Plan 2026/27	Plan 2027/28	Plan 2028/29	Plan 2029/30
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Expenditure											
Net Service Expenditure c/f	14,687	15,251	15,556	15,972	16,353	16,740	17,133	17,531	17,936	18,450	18,971
Inflation	608	656	472	481	487	493	499	505	513	521	530
Superannuation Fund deficit and staff recruitment & retention	0	100	0	0	0	0	0	0	0	0	0
Net savings (approved in previous years)	(181)	(298)	44	0	0	0	(1)	0	1	0	(1)
New growth	256	(60)	0	0	0	0	0	0	0	0	0
New savings/Income	(119)	(93)	(100)	(100)	(100)	(100)	(100)	(100)	0	0	0
Net Service Expenditure b/f	15,251	15,556	15,972	16,353	16,740	17,133	17,531	17,936	18,450	18,971	19,500
Financing Sources											
Govt Support: Revenue Support Grant	0	0	0	0	0	0	0	0	0	0	0
New Homes Bonus	0	0	0	0	0	0	0	0	0	0	0
Council Tax	(10,917)	(11,261)	(11,616)	(11,979)	(12,353)	(12,737)	(13,131)	(13,536)	(13,927)	(14,328)	(14,740)
Business Rates Retention	(2,132)	(2,139)	(2,182)	(2,226)	(2,271)	(2,316)	(2,362)	(2,409)	(2,457)	(2,506)	(2,556)
Collection Fund Surplus	0	0	0	0	0	0	0	0	0	0	0
Interest Receipts	(200)	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(250)
Property Investment Strategy Income	(1,258)	(1,311)	(1,311)	(1,311)	(1,411)	(1,455)	(1,455)	(1,655)	(1,655)	(1,655)	(1,696)
Contributions to/(from) Reserves	(353)	(353)	(353)	(179)	(179)	(635)	148	148	148	148	148
Total Financing	(14,860)	(15,314)	(15,712)	(15,945)	(16,464)	(17,393)	(17,050)	(17,702)	(18,141)	(18,591)	(19,094)
Budget Gap (surplus)/deficit	391	242	260	408	276	(260)	481	234	309	380	406
Contribution to/(from) Stabilisation Reserve	(391)	(242)	(260)	(408)	(276)	260	(481)	(234)	(309)	(380)	(406)
Unfunded Budget Gap (surplus)/deficit	0	0	0	0	0	0	0	0	0	0	0

Assumptions

Revenue Support Grant:	nil all years
Business Rates Retention:	Business Rates Retention safety-net in 19/20 plus 2% in later years
Council Tax:	2% in all years
Council Tax Base:	Increase of 580 Band D equivalent properties from 20/21, 480 from 27/28
Interest Receipts:	£250,000 in all years
Property Investment Strategy:	£1.311m from 20/21, £1.411m from 23/24, £1.455m from 24/25, £1.655m from 26/27, £1.696m from 29/30
Pay award:	2% in all years
Other costs:	2.25% in all years
Income:	2.5% in all years except for off-street car parks which are an average of 3.5% per annum from 19/20 - 23/24

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2020/21 Budget Setting Timetable

	Date	Committee
Stage 1		
Financial Prospects and Budget Strategy 2020/21 and Beyond	3 September	Finance & Investment AC
	12 September	Cabinet
↓		
Stage 2		
Review of Service Dashboards and Service Change Impact Assessments (SCIAs)	1 October	People & Places AC
	3 October	Improvement & Innovation AC
	8 October	Housing & Health AC
	15 October	Development & Conservation AC
	29 October	Cleaner & Greener AC
	21 November	Finance & Investment AC
↓		
Stage 3		
Budget Update (incl. Service Change Impact Assessments (SCIAs), feedback from Advisory Committees)	5 December	Cabinet
↓		
Stage 4		
Budget Update (incl. Government Settlement information)	9 January	Cabinet
↓		
Stage 5		
<i>Budget Update and further review of Service Change Impact Assessments (if required)</i>	<i>January - February</i>	<i>Advisory Committees</i>
↓		
Stage 6		
Budget Setting Meeting (Recommendations to Council)	6 February	Cabinet
↓		
Stage 7		
Budget Setting Meeting (incl. Council Tax setting)	25 February	Council

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

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SEVENOAKS DISTRICT ARTS COUNCIL PRESENTATION

People & Places Advisory Committee - 1 October 2019

Report of Chief Officer People & Places

Status: For Information

Key Decision: No

Executive Summary: This report provides Members with an overview of the Sevenoaks District Arts Council's verbal presentation on their work to support and develop the arts provision in Sevenoaks District.

This report supports the Key Aim of supporting and developing the arts provision in the Sevenoaks District.

Portfolio Holder Cllr Lesley Dyball

Contact Officer Jenny Godfrey, Ext. 7112

Recommendation to Housing and Health Advisory Committee: That the information in the report be noted.

Introduction and Background

- 1 Sevenoaks District Arts Council received a community grant of £2,500 in 2019/20 to support art groups in Sevenoaks District.
- 2 The Sevenoaks District Arts Council has provided financial assistance to groups in 'the arts' in all its various facets. The financial assistance enables events to take place which stimulate residents attending and taking part.

Housing Director Presentation

- 3 Alan Pett, Chairman of Sevenoaks District Arts Council will present information to Members on the work and commitment of their organisation in Sevenoaks District.
- 4 The presentation will cover the following topics:
 - An overview of the grants awarded and their benefits.
 - Key achievements of the Sevenoaks District Arts Council.
 - Future aspirations of the Sevenoaks District Arts Council.

Agenda Item 7

- 5 Members will be updated at the meeting with a verbal presentation on this work.

Key Implications

Financial

- 6 There are no financial implications for the Council associated to this report.

Legal Implications and Risk Assessment Statement.

- 7 There are no legal implications for the Council associated to this report.

Equality Assessment

- 8 No decision is required as part of this paper and therefore no perceived impact on end users.

Conclusions

- 9 For Members to note the work of West Kent Housing Association as presented by their Housing Director.

Appendices: None

Background Papers: None

Lesley Bowles

Chief Officer People & Places

SUPPORTED INTERNSHIPS AT SEVENOAKS DISTRICT COUNCIL

People and Places Advisory Committee - 1 October 2019

Report of Chief Officer People & Places

Status For information

Key Decision No

Executive Summary: This report outlines the background and operational model for a Sevenoaks District Council supported internship project that commenced on 9 September 2019.

This report supports the Key Aim of the Community Plan

Portfolio Holder Cllr Lesley Dyball

Contact Officer Alan Whiting, Ext. 7446

Recommendation to People and Places Advisory Committee: That Members note the contents of the report.

Reason for recommendation: The report outlines progress for the supported internship project at Sevenoaks District Council.

Introduction and Background

- 1 In January 2019, Senior Management Team agreed to pilot a supported employment initiative based on pioneering work done at the National Grid.
- 2 The National Grid's Supported Internship model involves a partnership with a local Special Educational Needs School. The school employs a full-time Job Coach who is based at the National Grid. The National Grid then appointed a Site Lead for the project from within the National Grid who helps to support and promote the project, and liaise between managers and the Job Coach.
- 3 The National Grid model has operated for over five years and supports an intake of around five students a year. From recent visits to the National Grid, it was clear that the scheme had created a talent pool that helped the Interns to transition into employment, including appropriate employment opportunities at the National Grid. Managers at the National Grid spoke about the positive impact on staff and the culture of the organisation. Interns spoke about improvements to confidence and quality of life

Agenda Item 8

- 4 Following meetings with the National Grid, the Council's Enterprise Co-ordinator facilitated a partnership with Broomhill Bank Foundation Special School based in Tunbridge Wells and who have a satellite base in Hextable.
- 5 The concept was to use experience at the National Grid to carve out meaningful internship opportunities at Sevenoaks District Council, for students at Broomhill who had such opportunities identified within their Education and Health Care Plan.

The Supported Internship Model at Sevenoaks District Council

- 6 Broomhill Bank School have successfully appointed a full-time Job Coach, and office space has been set aside for the project on the first floor. The Council has also now designated an Officer to be the Site Lead between the project and the Council.
- 7 Three students from Broomhill were selected for the scheme. The Site Lead invited senior managers to express an interest in hosting a supported internship. A job matching process took place looking at suitability of placements alongside students, their needs and aspirations. As a result the following placements were agreed:
 - IT Development
 - Facilities Management/Post Room and Asset Maintenance
 - Private Sector Housing
- 8 The interns started their placements on 9 September 2019. In line with the National Grid scheme, they are working school hours and during term-time only. The Job Coach works closely alongside interns who spend the first hour and last half hour of their day with the Job Coach. This provides essential support and reflection of their experience. Interns are also working to complete qualifications alongside their work experience as supported by the Job Coach.
- 9 Senior managers have already received autism awareness training and this will be rolled out more broadly to teams working with interns and across the Council. It is hoped that the project will also lead to improved understanding of the customer experience for people with autism and provide an evidence base for the Council to apply for Disability Confident status.

Key Implications

Financial

There are no financial implications associated with this report.

Legal Implications and Risk Assessment Statement.

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

Equality Assessment

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

Resource (non-financial)

Work connected with the programme is undertaken through existing resources.

Conclusion

The Supported Internship programme at Sevenoaks District Council has been established to improve employment opportunities for people with learning disabilities, and create a talent pool which will assist the Council in improving diversity of the workforce, develop talent and fill future vacancies. It is hoped that it will create a two-way learning experience and that the Council will be able to use the experience to improve the customer experience for people with learning difficulties.

Appendices: None

Background documents: None

**Lesley Bowles,
Chief Officer People & Places**

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COMMUNITY PLAN 2018-19 ANNUAL REPORT

People and Places Advisory Committee - 1 October 2019

Report of Chief Officer People & Places

Status For information

Also considered by Cabinet - 7 November 2019

Key Decision No

Executive Summary: The Annual Report for the third and final year (2018/19) of the Sevenoaks District Community Plan 2016-19 has been completed and progress against agreed key success measures for each priority within the plan is reported.

This report supports the Key Aim of the Community Plan

Portfolio Holder Cllr. Lesley Dyball

Contact Officer Alan Whiting, Ext. 7446

Recommendation to People and Places Advisory Committee: That Members note the contents of the report.

Recommendation to Cabinet: That Members note the Community Plan 2018/19 Annual Report.

Reason for recommendation: The report sets out progress against key success measures for the third year of monitoring (2018/19) for the Sevenoaks District Community Plan 2016-2019.

Introduction and Background

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

Community Plan Annual Report for the period 1st April 2018 - 31st March 2019

- 4 The Annual report is attached at Appendix A.
- 5 It sets out some of the key outcomes achieved this year by theme of the Community Plan. Each theme also includes some of the key partnership challenges for the year ahead.

97% of key performance indicators are currently on target, against a target of 85%. A flavour of the work is given below. The Annual Report sets out further information.

<p>Safe Communities</p>	<ul style="list-style-type: none"> • 96% of the 2018/19 Community Safety Partnership Action Plan achieved. • Coordinated partnership action on the former Convent of Mercy site, resulting in one of the first Closure Orders in the county being used successfully. • 11.8% reduction in anti-social behaviour, and the second lowest level in the county. • 4% reduction in the number of people killed and seriously injured on local roads in the Sevenoaks district.
<p>Caring Communities</p>	<ul style="list-style-type: none"> • A new modern scheme for older people completed in Swanley at White Oak Court. This provides 31 one and two bedroom self-contained apartments with a range of on-site facilities. • Two new care homes opened during 2018/19 with a range of on-site facilities, including Lavender Fields, Seal and Emerson Park, Hextable. • £25,000 in grants was awarded by the Sevenoaks Local Children’s Partnership to support attendance at school, supporting families to make healthy lifestyles choices and emotional resilience. • The Council’s HERO service reduced customers’ debts by nearly £48,000.

<p>Green Environment</p>	<ul style="list-style-type: none"> • Planning and outline planning applications granted by Sevenoaks District Council, created plans for around 2.6 hectares of public open space as a result of planning permission for 300 dwellings on Land North of the Railway line and West of St John’s Edenbridge. • The Council maintained a weekly refuse and recycling collection service. Sevenoaks District Council is unique in being the only Council within Kent to maintain a weekly service. • Sevenoaks District Council completed consultations on its emerging Local Plan. • West Kent Communities sold over 107,000 tonnes of reused goods that would otherwise have gone to landfill. • 98% of the District’s waste was recycled or reused.
<p>Healthy Environment</p>	<ul style="list-style-type: none"> • For 40 closed cases analysed of the partnership One You Your Home Project between Sevenoaks District Council and Age Concern Sevenoaks and Tonbridge, data showed that the project was successful in reducing visits to GPs by 42% and to just over £7,000 of a savings to the NHS. • The Better Care fund, helped some exciting and innovative social prescribing projects, including: <ul style="list-style-type: none"> ○ One You Your Home partnership project with Sevenoaks District Council, Age UK, Sevenoaks and Tonbridge receiving over 318 referrals and secured over £11,800 on safe and secure grants to support residents to remain in their own homes. ○ The West Kent Hospital Discharge Programme assisted over 201 patients with discharge from hospital with 27% of these from the Sevenoaks district. This equates to a saving of around

	<p>£24,000 of savings to the NHS for a one night impatient stay saved for each of the clients supported who live in the Sevenoaks district.</p> <ul style="list-style-type: none"> ○ West Kent MIND successfully supported 25 people through a 12 week hoarding project. Over three quarters of the group said that their wellbeing had improved as a result of the project. ● The Sevenoaks District Community Safety Unit worked with partners to open a new mental health crisis café in Swanley.
<p>Dynamic Economy</p>	<ul style="list-style-type: none"> ● 250 people attended a West Kent jobs fair with 16 people starting work following the event. ● Sixteen businesses in the District benefitted from LEADER funding, creating a wide range of projects from converting a redundant building into a community farm shop at Mark Beech, improvements for education visits and visually impaired visitors at Chiddingstone Castle, conversion of the carriage lodge at Bore Place into two high-quality self-catering apartments and refurbishment of a milking parlour in an organic dairy farm. ● Across the County, Sevenoaks District had the lowest level of young people who were not in employment, education or training. ● 510 apprenticeships were started in the District for under 19s and 19-24 year olds. ● SupaJam Education Media and Music are also the first post 16 Special Education Provider in the country to receive a “good” Ofsted rating. An incredible 98% of learners at SupaJam went on to get a full diploma or qualification. ● The visitor economy, or tourism measured by the Cambridge Model 2017 (published 2018) showed that it represents £243 million

	per year, and supports 5,287 jobs.
Sustainable Economy	<ul style="list-style-type: none"> • Sevenoaks District Council’s Community Infrastructure Levy Board funded by CIL liable developments in the District, approved over £2 million of projects in the District, including projects in Edenbridge, Swanley, Sevenoaks Town, Fordcombe and Otford. The largest CIL contributions included £1.2 million for the Bat and Ball Community Centre (Sevenoaks Town Council) and £600,000 for Edenbridge Integrated Health and Wellbeing Centre (Kent Community Health Foundation Trust) • 71 units of affordable housing were created in the District by registered social landlords and developers. • Significant consultation of local people was undertaken relating to the Local Plan, housing, health services and local projects.

Key Implications

Financial

There are no financial implications associated with this report.

Legal Implications and Risk Assessment Statement.

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

Equality Assessment

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

Resource (non-financial)

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

Agenda Item 9

Conclusion

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

Appendices

Appendix A - Community Plan Annual Report 1
April 2018 to 31 March 2019

Background Papers:

Sevenoaks District Community Plan Priorities
2019-22

Lesley Bowles,
Chief Officer People & Places

Sevenoaks District Community Plan Draft Annual Report 2019

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

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Lizzy Yarnold Victory Parade 2018

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PHAB Sevenoaks Club for adults with learning or physical disabilities

Introduction

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

The vision is supported by a three-year plan, which sets out our priorities for action. The current three-year action plan covers the period 2016-19 and ends in March 2019.

This is the third Annual Report for the 2016-2019 Action Plan. It summarises the work of the Sevenoaks District Local Strategic Partnership (LSP) over the last financial year (2018/19).

Our 15-year vision:



Our performance

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

At the end of the third year (April 2018–March 2019) of the 2016–2019 Action Plan, 97% of key success measures in the plan were achieved.

97%	Key success measures achieved
3%	Key success measures not achieved



The Sevenoaks District Local Strategic Partnership (LSP)

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



Dartford, Gravesham and Swanley
Clinical Commissioning Group



West Kent
Clinical Commissioning Group



Kent Fire &
Rescue Service



Places to live. Space to grow.






Safe Communities

We want Sevenoaks to be a safer place to live, work and travel



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

Safe Communities – Key success measures

Safe 1

Achieve at least 85% of actions in the Community Safety Partnership Strategy and action plan

- The Sevenoaks District Community Safety Partnership **achieved 96% of actions** set out in the Community Safety Strategy Action Plan during 2018/19. This built on their success during 2017/18 when they achieved 92% of actions in their Action Plan.
- The 2018/19 Action Plan focused on Domestic Abuse, Serious and Acquisitive Crime (including Organised Crime Groups, Emerging Trends and County Lines*), Anti-Social Behaviour including Environmental Crime, Safeguarding, Substance Misuse, Road Safety, Doorstep Crime and Scams including Cyber Crime.
- This year the Sevenoaks Community Safety Unit (CSU) carried out **613 daily tasking's** to address reports over the previous 24-hours, and made follow-up visits and calls to residents who reported issues and concerns.
- The Community Safety Partnership continued to target repeat locations of concern to local people during 2018/19. The Sevenoaks District CSU successfully coordinated partnership enforcement activity on the former Convent of Mercy site in Swanley. This resulted in a three month Closure Order being issued on this site during 2018/19 due to ongoing anti-social behaviour. **This was the first Closure Order used in the county.** A three month extension was also granted to the Closure Order and the case is currently awaiting trial. In addition, a Prohibition Order was issued relating to the condition of the site due to breaches of planning and building control.
- The Partnership has over **40** projects in their action plan and schemes to address specific local community safety issues. This included, gang training attended by 78 people; Dark Web Training (access to illegal substances) delivered by Addaction attended by 37 people; Prevent training (counter terrorism) to 40 front line workers and **43** Operation Cocoon interventions targeting burglary and vehicle crime.

Safe 2

Reduce the total number of 'victim-based' crimes as recorded by Kent Police

- During 2017/18, following a visit by Her Majesty's Inspector of Constabulary, Kent Police changed the way it records crime leading to a significant increase in recorded crime across the County.
- During 2018/19, although crime went up across the county, Sevenoaks District **has had the lowest level of increase.** From 1 April 2018- 31 March 2019, there have been 7,745 victim-based crimes reported, an increase of 33 crimes (0.4%). Across the county, the increase has been 10.7%.

*County lines is a type of criminal exploitation where gangs and organised crime networks groom and exploit children to sell drugs

Safe 3

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

- During 2018/19, Sevenoaks District had the **second lowest level of Anti-Social Behaviour (ASB)** in the county, with 1,619-recorded incidents to Kent Police. This represents an **11.8% reduction** (192 reports) compared with 2017/18. During the last three years, Sevenoaks District has maintained the low number of ASB incidents at no higher than the second lowest in the county.
- This year, remedies to deal with anti-social behaviour included, 24 warning letters, 15 Acceptable Behaviour Contracts, 13 Community Protection Warnings, 1 Community Protection Notice, ongoing monitoring of 1 Criminal Behaviour Order, 1 Closure Order, support groups, carrying out home visits and referrals into education and employment advice.

Safe 4

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

- There was a total of 49 people killed and seriously injured on local roads in the Sevenoaks District during 2018/19, a **slight reduction of 4%** compared to the figures recorded during 2017/18 (51). There was a however a bigger reduction of **27%** when compared to the number of people killed or seriously injured on local roads during 2016/17 (67).
- In both of the previous two years, Sevenoaks District has been **below the County average** for casualties on local roads.
- Speedwatch continued to operate in eight locations in the District. Speedwatch enables groups of volunteer residents to contribute to their community's safety and quality of life by helping reduce excessive vehicle speed.
- The Sevenoaks District Community Safety Partnership has six speed boards, which are loaned out to volunteers. **Over 1,000 vehicles** have been reported to owners have received letters about speeding. This work has been followed up by Kent Police doing speed checks in repeat locations.



Safe 5

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

- During 2018/19, the Community Safety Partnership achieved **88% of actions** in the Domestic Abuse Action Plan. This is a 2% increase from the period 2017/18 when 86% of actions were achieved.
- This year, the Community Safety Partnership and Police and Crime Commissioner funded domestic violence programmes in the district that supported:
 - Domestic abuse training for **40 front line workers**;
 - **Supported over 190 victims** of domestic abuse through programmes providing face-to-face support.
 - Helped **two perpetrators** of domestic abuse to stop their abusive behaviour.
- The Sevenoaks District Community Safety Partnership has also successfully expanded community capacity by training **50 women** to support other women who have experienced domestic abuse.
- Sevenoaks District Council became **White Ribbon Accredited this year**. This shows that the Council and the Sevenoaks District Community Safety Partnership are dedicated to stopping violence against women and girls.

Other key successes 2016-19

- During 2017/18 the Sevenoaks District Community Safety Partnership changed their approach to Anti-Social Behaviour. The ASB Task Group changed to a Community MARAC (Multi Agency Risk Assessment Conference). The Community MARAC provides a better problem-solving forum for managing high-risk vulnerability and repeat victimisation. It recognises that a growing number of ASB cases involve complicated safeguarding, mental health and vulnerable adults.
- Kent Police's New Horizons, was launched in September 2017. New Horizons was to deliver the change in the way Police deliver daily services. This has led to more information into the CSU regarding Domestic Abuse, Vulnerable Adults and Young People, dedicated officers to deal with specific safeguarding issues and a quicker response time in dealing with vulnerable and repeat victims.



Caring Communities




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



PHAB Sevenoaks Club for adults with learning or physical disabilities - providing the right support at the right time

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Your priorities for action

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

Caring Communities - Your Key Success Measures

Caring 1

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

- In July 2017, Sevenoaks District Council adopted its new “**Housing Strategy 2017: Wellbeing Starts at Home**”. This sets out the District Council’s key housing objectives for the coming years. It focuses on health outcomes that can be achieved through a wide-range of housing interventions - all of which will help contribute to health in the wider community
- “Wellbeing Starts at Home” has formed a major part of Sevenoaks District Council’s new Local Plan, which has now been submitted to the Planning Inspector.
- “Wellbeing Starts at Home” reflects Sevenoaks District Council’s belief that people’s home environment can have a significant impact on health. If our homes are over-crowded, isolated and under-occupied, badly maintained and full of hazards, cold and damp or unaffordable and causing debt - our health will suffer.
- During 2018/19:
 - West Kent Housing demolished outdated sheltered housing units at Woodlands Court, Swanley and developed a new and modern scheme for older persons, linked up to a local health hub through **White Oak Court, Swanley**. It provides 31 one and two bedroom self-contained apartments with a range of on-site facilities such as a hair salon, restaurant and shop. This scheme enabled eight households previously under occupying family sized housing to downsize. The scheme also won “Development of the Week” in the national Inside Housing magazine;
 - Planning consent has been granted for the district’s **first purpose built extra care facility** on the site of the demolished and outdated care home, Dynes House in Kemsing. It will provide 51 multi-tenure apartments with a range of on-site facilities, including a restaurant, hair salon, community shop and hub. It is expected to be completed in 2020 and the apartments will be marketed to attract local villagers, aiming to enable older people to remain with their support networks;
 - **Two new care homes** opened during 2018 with onsite facilities for residents. These included **Lavender Fields**, Seal a 24-hour residential, dementia and respite care home and **Emerson Park**, Hextable with tailored 24 hour nursing, residential, respite and convalescent and dementia care. It also has 47 retirement apartments.

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

- Kent County Council stopped producing the Sevenoaks District Children's Local Partnership dashboard of indicators during 2017/18 and is currently reviewing the way the partnerships operate.
- However, the Sevenoaks Local Children's Partnership Group continued to focus on the following priorities during 2018/19, including:
 - Secondary School Attendance;
 - Emotional Resilience;
 - Supporting families to make healthy lifestyle choices.
- During 2018/19, the **School Public Health Service (SPHS)** took action to support children who were identified as being very overweight. See Healthy Environment, Priority 3.
- During 2018/19, the percentage of total absences in Primary schools in the District fell from 4.3% in the previous year to **4.1%**, while the percentage of pupils with 10% absences or more fell from 11.4% to 10%. Overall absence in Secondary Schools fell slightly from 5% to 4.9%, while the percentage of pupils with 10% absences or more fell from 12.9% to 12.7%.
- During 2018/19, Kent County Council's **Troubled Family service** continued to support families who struggle with multiple and complex problems. The Troubled Families Programme brings partners together to help families overcome these problems by working intensively with them to provide the stability and practical support they need to improve their lives.
- Referrals to the Troubled Families Programme are made through the Early Help Service. During 2018/19, on entry to the programme, the four most frequent problems for these families were as follows:
 - Children with mental health or emotional health and well-being concerns (25%);
 - A child with 10% absences or more across the last three consecutive terms (21%);
 - An adult who requires parenting support (19%);
 - An adult with mental health or emotional health and well-being concerns (12%).
- During 2018/19, the Sevenoaks District Local Children's Partnership awarded over **£25,000** in grants during 2018/19 to support delivery of its key priorities, including attendance, mental health and healthy lifestyles:
 - **West Kent Mind** - delivering mental health training in primary schools;
 - **Trinity Theatre** - providing workshops aimed at key stage one for children who struggle with speaking, listening and attention skills;
 - **We are Beams** - will be running a drop-in clinic in central Sevenoaks providing support and advice to parents with a disabled child.

- This takes the total amount of grant funding issued to community projects supporting the Local Children’s Partnership priorities to **£105,000** over the last three years.

Caring 3

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

- During 2018/19, the Sevenoaks District Council HERO (Housing Home Energy and Retraining Options) and the SuperHERO Service continued to provide support to families with young children. This included continuing to provide services at the Sevenoaks Children’s Centre (Spring House), and Edenbridge Children’s Centre.
- As a result of work at the Children’s Centres’, 30 parents were supported during 2018/19, including setting up debt repayment plans, assistance with anti-social behaviour and advice on a range of benefits including Employment Support Allowance (ESA) and Personal Independence Payments (PIP).
- SuperHERO aims to tackle the wider social and health issues that can threaten homelessness by taking services out “on the road” to local people in rural and deprived communities.

Caring 4

Percentage of people satisfied with the HERO project

- HERO continue to help and personalised support some of the most vulnerable clients in the District, particularly those on low income and or at risk or eviction and homelessness. During 2018/19, they continued to have a **100% satisfaction rate** from their customers who completed their customer surveys.
- During 2018/19, HERO and SuperHERO:
 - Closed 281 cases and had an average of two face-to-face appointments for each customer;
 - Maximise customers income by £8,34.06 per week;
 - Customers who had debts had them reduced by a total of £47,735.27;
 - Secured £11,195.26 of grants to support customers;
 - Secured £32,276.15 in backdated benefit allowance for customers.

Other key successes 2016-19

- The Sevenoaks District Local Children's Partnership also approved a business case for Sevenoaks District Council's HERO service to use an underspend of £20,000 of Kent County Council's Troubled Families funding. This helped to support and extend HERO work in Children's Centres but will be focused on working with families who meet the Phase 2 Troubled Families programme criteria.
- With new legislation that came into effect in April 2018 (Homelessness Reduction Act) and changes to economic and affordability assessments including welfare reform, benefit cap and increased property rental price, it was necessary to update Sevenoaks District Council's Housing Allocations Policy to incorporate these changes. The new policy will have an important impact on reducing poverty and social exclusion. It has clearer definitions and transparency for those identified with a housing needs, greater opportunities for people with an identified housing need to join the Housing Register, as well as prioritising those with the greatest housing need.





Green Environment

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



Sevenoaks Greensand Common Project volunteers carrying out access and habitat improvements at Sevenoaks Common - enhancing the value of our countryside

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

Green 1

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

- During 2017/18, Sevenoaks District Council Local Plan policies **successfully protected open and green spaces** in the District, ensuring that key developments in the District contributed to future open space provision.
- The most recent Authority Monitoring Report (2018) outlines that three planning applications were granted for additional Open Space and no open space was lost on allocated sites in the District. This included:
 - In 2017/18 an application was granted for the proposed development of a multi-deck car park and ten townhouses on the site of the Buckhurst 2 car park in Sevenoaks. This included ground remodelling and landscaping to the Environmental Park in Sevenoaks;
 - Two applications were granted for 300 dwellings on Land North of Railway Line and West of St Johns, Edenbridge, together they created plans of up to 2.6 hectares of public open space;
 - Applications have been granted for new playground equipment on the Sports Field East of Horton Kirby and South Darenth Village Hall, replacement playground equipment on Crockenhill War Memorial playing field and the erection of a playhouse at Chartwell House in Westerham.
- Sevenoaks District Council worked with partner organisations including the High Weald AONB Unit, The North West Kent Countryside Partnership, the Kent Wildlife Trust and neighbouring authorities to provide countryside enhancements across the District. Projects included:
 - Developing a biodiversity improvement project at Otford Palace with Otford Parish Council.
 - A project hosted by Kent Downs AONB to celebrate ash trees, involving a major new commission by internationally recognised artists Ackroyd and Harvey, wide ranging walks and talks and a Kent wide plan for landscape restoration.
 - Shaw Trust working with Bore Place to develop a project offering carers weekly relaxation and outdoor activities, while those they care for take part in gentle supported and supervised indoor activities.

Green 2

Use and enforce Planning Policies set out in the Local Plan to ensure new development is designed to a high quality and takes into account local character and impact on the environment

- Building for Life is a government standard for well-designed homes and neighbourhoods. It is about making sure that developers build well-designed new homes and developments that fit the local character of an area. It also looks at the design of exterior spaces between and around new homes, for example, paths and car parking.
- During 2017/18, Sevenoaks District Council carried out **Building for Life appraisals on five schemes**, with two scoring “very good” and two scoring “average” and one scheme scored “poor”.
- Conservation areas exist to protect the special architectural and historic interest of an area. The local planning authority designates most conservation areas. Within Sevenoaks District, there are 42 designated Conservation Areas with Conservation Area Appraisals carried out by Sevenoaks District Council. Since the beginning of the planning period 22 Conservation Area Appraisals incorporating Management Plans have been adopted, the most recent of which is the Westerham Conservation Area and Management Plan. Since the last Authority Monitoring Report produced by Sevenoaks District Council, six conservation areas have been reviewed, including Brasted, Leigh, Seal Swanley Village and Shoreham High Street and Shoreham Mill Lane.
- One major non-residential scheme completed in 2017/18 will provide a publicly assessable electric vehicle charging point. Three residential development partially completed in 2017/18, and 28 residential applications granted in 2017/18 will provide electrical charging points
- There are 42 designated Conservation Areas and out **22 conservation area appraisals** on designated conservation areas. Conservation area appraisals identify and assess the character of a conservation area. An appraisal helps the Local Planning Authority develop initiatives to improve the area and protect it from unsuitable development.

Green 3

Weekly refuse service collection maintained

- During 2018/19, Sevenoaks District Council **successfully maintained its weekly refuse and dry recycling collection service**. Sevenoaks District Council is unique in being the only Council within Kent to maintain a weekly service. It is also one of the few in Kent to retain an in house collection service. In addition, **98%** of missed collection reports were put right by the next working day.

Green 4

Recycling campaigns delivered

- During 2018/19, 98% of the District’s waste was recycled or reused, and this has been helped by some successful recycling campaigns and initiatives, including:
 - The production of a new easy to understand recycling guide that has been delivered to all households in the District;
 - The development of a Refuse and Recycling App that will be available for testing during 2019/20.
- West Kent Communities manages the Abacus furniture store in Sevenoaks and two others elsewhere in Kent. In addition to providing low cost furniture to those that most need it, the stores recycled **107 tonnes** of goods that would otherwise have gone to landfill

Other key successes 2016-19

- During 2017/18 , Kent Downs AONB and the **Darent Valley Landscape Partnership Scheme (DVLPS)** was successful in being awarded a grant from the Heritage Lottery Fund of £2.1 million, towards the £4 million scheme running until summer 2022. This year, Sevenoaks District Council has continued to support the DVLSP and is working with key partners to deliver projects within the valley.
- The Sevenoaks District Local Plan, which will guide housing, employment, retail and other infrastructure needs up to 2035 was submitted to the Planning was agreed by Sevenoaks District Council on 26 March 2019 and submitted to the Planning Inspector in April 2019. The new Local Plan will seek to protect the green belt and enhance open spaces through the implementation of the Council’s preferred options. At the same time, the Local Plan will need to provide much-needed homes, more opportunities for first time buyers, more affordable homes and more opportunities for older people seeking to downsize.
- **Sevenoaks Greensand Commons Project** is a four year project working across eight commons located in Westerham, Sevenoaks and Seal. The project aims to restore rare heathland and wood pasture habitats, improve access, and involve local people to celebrate the sites rich wildlife and social history
- Sevenoaks District Council, working with Kent Wildlife Trust and other partners, secured £483,600 from the National Lottery Grants Heritage Fund and £48,970 from the Enover Community Fund. Further match funding has been provided by parish and town councils, landowners and contributions of volunteer time bringing the total value of the project to **£712,570**.



Healthy Environment

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

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Inclusive Archery Project (Kent Sport 2018 Kudos Award runner-up) - Reducing health inequalities and improving access to sports

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

Healthy Environment: Our key success measures

Healthy 1

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

- This year, partners' delivered **innovative health and housing solutions** that supported people to remain independent in their own homes:
 - The Better Care Fund (BCF) is one of the most ambitious programmes across the NHS and local government to date. It creates a local budget to encourage the NHS and local government to work more closely together, placing people's wellbeing as the focus of health and care services.
 - During 2018/19 Better Care continued to provide around £100,000 of funding for an exciting partnership project aimed at supporting older people in Edenbridge and Swanley. The "**One You - Your Home**" project is a partnership project between Sevenoaks District Council and Age UK Sevenoaks and Tonbridge. It provides a service for older people who are referred by GPs as needing more general support. The project employs two One You Advisers, who aim to remedy health and housing related issues, reduce demand on GPs, promote independence for customers and provide financial assistance in overcoming obstacles within the home environment.
 - During 2018/19, the **One You Your Home service**:
 - Had over 318 referrals with over 60% of these from GPs;
 - Successfully submitted 105 requests for Safe and Secure Grants with over £11,800 spent on materials. This included, grab rails, rise and recliner chair, key safe, adjustable steps, electric wheelchair, replacement carpets and helper trolley.
 - An analysis of 40 One You Your Home closed cases showed the **impact of the interventions** as follows:
 - GP visits reduced from by 368 visits before the One You Your Home service to **212** visits after the service;
 - This reduction of 156 visits is equivalent to 42% and equates to over **£7,000 of savings** to the GPs (based on £45 per consultation).
 - **The West Kent Hospital Discharge Programme** supported by the Better Care Fund is a partnership project between Sevenoaks District Council, Peabody Home Improvement Agency and the Maidstone and Tunbridge Wells NHS Trust. During 2018, it received over 216 referrals, and assisted 201 patients with discharge from hospital. 54 (27%) of these from the Sevenoaks district. This equates to around £24,000 of savings to the NHS for a one night impatient stay saved for each of the clients supported who live in the Sevenoaks district.
 - **Citizens Advice North and West Kent** supported residents in the district through their "Independence at Home Project". This saw a team of seven advisers' trained at Trusted Assessors to undertake home visits and make referrals to Sevenoaks

District Council for appropriate support. 178 clients identified as being vulnerable were contacted by the team to discuss their situation and potential help where available. Of these, 39 residents were supported to apply for Better Care funding from Sevenoaks District Council and 12 vulnerable West Kent Housing Association tenants were supported to apply to WKHA for aids and adaptations in their homes. In addition, clients were supported with additional advice and support with form filling, including Blue Badge applications, Attendance Allowance, Employment Support Allowance (ESA) and Personalised Independence Payment (PIP).

- **The “Supporting New Parents Project” run by PS Breastfeeding CIC** supported 212 families to access their services with 344 individual contacts being made in person via home visits/group attendance. In addition 94% of families’ attending the Hope Church support group said it made them feel less isolated at a parent. Overall 97% of parents who had contact with the project reported that the project had a positive effect on their mental health.
- **West Kent Mind’s Hording Project** have supported 25 clients from the Sevenoaks district. 100% of clients engaged in the 12 week programme and have made improvements in decluttering, realistic thinking and wellbeing. As a result of the programme, three clients avoided being taken to court for repossession hearings, one client was supported to stay into her home rather than having to go into a care home, and two clients were supported to decluttering as a first step to supported accommodation. 74% of clients supported by the programme said that felt that their wellbeing had improved along with their control of their environment. Nearly 60% of clients said they felt less isolated.
- During 2018/19, Sevenoaks District Council completed 139 **Disabled Facilities Grants with a value just over £1 million** to provide aids and adaptations to their homes.

Healthy 2

Programmes delivered to support people to better manage long-term mental health conditions and improved signposting

- During 2018/19 Sevenoaks District Council worked with the Sevenoaks Area Dementia Friendly Community Forum, and delivered a hugely successful “Run Walk or Push for Dementia” charity event. It raised over **£7,000** to provide support for the work of the Forum in helping people suffering from dementia and their carers, and has allowed the Dementia Forum to continue to support the three for-get-me not cafes in Edenbridge, Westerham and Sevenoaks and Chipstead for another year.
- The Sevenoaks District Community Safety Unit worked with partners and made a successful bid to Police and Crime Commissioner for **£11,000** to open a new mental health crisis café in Swanley. Sevenoaks District Council and Kent County Council also supported this project. It is based at the Citizens Advice Offices in Swanley town

centre and is run by North Kent MIND. It targets young people aged 14-17 years on Thursday evening (4pm – 6pm) and people over 18 on Saturday evenings (7pm – 9pm). **This is the first crisis service which has opened in the district.**

Healthy 3

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

- During 2018/19, a new School Public Health Service (SPHS) took action to support children who were identified as being very overweight. This support included:
 - 179 families of pupils in Reception spoken to and 299 families of pupils in year 6 spoken to;
 - 16 families of pupils in Reception accepted packages of care and support while 64 families of pupils in Year 6 accepted packages of care and support.

Healthy 4

Targeted interventions provided for adults who are overweight

- During 2017/18, Sevenoaks District Council with Kent County Council set up a new holistic “One You” public health service to support residents to make healthier choices, as well as tackling some of the root causes of health issues. These issues include financial and housing issues, loneliness and isolation, poor mental wellbeing, lack of home adaptations and unemployment, which are likely to be contributing to the unhealthy behaviours, for example housing and debt.
- During 2018/19, the Sevenoaks district One You service had 405 sign-ups for the
- In addition, 76 people engaged in the Healthy Weight Programme. Of which:
 - 65% lost up to 3% of their body weight;
 - 20% lost between 3 and 4.9% of their body weight;
 - 20% lost over 5% of their body weight.

Healthy 5

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

- Sevenoaks District Council’s and Kent County Council’s “**Health Deal – the future of health at a local level**” is a ten-point plan which involves:
 - Training staff on Making Every Contact Count and how to make appropriate referrals
 - Working to establish a health in all policies approach; ensuring everything we do supports a health and wellbeing approach;
 - Tackling the housing causes of ill-health through the work of HERO and SuperHERO service;

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- Accessing new external funding to support delivery of the deal, including two successful Sport England funding bids;
- Improving health in workplaces in the District;
- Working in partnership with GPs;
- Making best use of open space and active travel, including promotion of led cycle rides in the district, and new quarterly health walk leader training;
- One You Advisers continuing to carry out mapping of the key health assets at the local level;
- One You Your Home Advisers now accessing GP data on GP systems;
- Successful annual dementia run delivered in 2018 with 500 participants.
- This year, 85% of the success measures in the District Health Deal were on target compared to 70% this year last year.

Healthy 6

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

- The Sevenoaks District Health Inequalities Action Plan is a partnership document coordinated by Sevenoaks District Council. During 2018/19, 85% of the reported actions to reduce health inequalities in the district were achieved.
- The 2018 Public Health Profile for Sevenoaks district shows that life expectancy at birth is 3.3 years lower for men and 2.2 years lower for women in the most deprived areas of Sevenoaks than in the least deprived areas. Life expectancy at birth for males in the district is 81.9 years which is higher than the national average of 79.5 years. Life expectancy at birth for females is 85.1 years which is higher than the national average of 83.1 years.
- This is a slight improvement from the previous year, where the 2017 Public Health Profile shows that life expectancy was 3.3 years lower for men and 2.6 years lower for women.

Healthy 7

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

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

Other key successes 2016-19

- Sevenoaks District Council won an award for the most dementia-friendly organisation in December 2016 as part of the Kent Dementia Awards. This recognised support and training to staff to become Dementia Friends and changes to the Council's reception area to make it more dementia friendly.
- The West Kent Hospital discharge scheme won in the excellent Partnership category of the Kent Housing Group and Kent Joint Policy and Planning Board in September 2017.
- The "One You – Your Home" scheme was highly commended in the Excellent Partnership category of the Kent Housing Group and Kent Joint Policy and Planning Board in 2018. It also featured in a BBC South East news featuring the One You Your Home Project.
- In 2018, Sevenoaks District Council won the iESE Gold Award for Transformation in Health and Social Care was in recognition of the Council's unique approach to delivering health and wellbeing services.
- iESE (The Improvement and Efficiency Social Enterprise) works with public sector organisations to help them deliver the best possible services at the best possible cost. This award acknowledged the Council's unique approach to delivering health and wellbeing services, including the West Kent Hospital Discharge scheme to help tackle NHS bed blocking. The iESE award also praised the Council's One You preventative health services and the Super HERO Advice Service which tackle the non-medical reasons why people visit their doctor, even if the symptoms are medical. Examples include anxiety caused by debt, asthma caused by damp housing, identifying people likely to fall and preventing it, symptoms caused by loneliness, lack of exercise and poor diet.





Dynamic Economy

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



Opening of the new Premier Inn, Sevenoaks Town - encouraging new businesses and promoting tourism

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

Dynamic Economy - Your Key Success Measures

Dynamic 1

Market Sevenoaks District as a place to invest and grow

- Sevenoaks District Council's Economic Development Strategy 2018-21 was agreed this year. This includes a key theme area relating of growth and investment in the district with an ambition to regenerate key market towns.
- The Submission Version of the Local Plan includes policy EMP1 – Supporting a Vibrant and Balanced Economy. The Local Plan seeks to retain employment sites to support a vibrant and balanced economy. It also supports the development of new allocations and other new employment units for small to medium businesses in suitable locations.

Dynamic 2

Secure funding for business support programmes

- During 2018/19, the **West Kent Partnership funded support** helped 26 people in Sevenoaks District to access up to two hours free support through the West Kent Business Support Programme;
- Additionally, the West Kent Partnership continued to deliver South East Business Boost where businesses can access 12 hours free support and three businesses from Sevenoaks had signed up for the programme. The programme also included a Scale Up fully funded 36 hour programme which supported 12 businesses in West Kent. As part of Scale Up there is an agreement between the West Kent Partnership and the Kent Invicta Chamber of Commerce who are delivering the programme. The aim of Scale Up is of increasing GVA or Gross Value Added, (which is a measure of goods a services produced in an area) and employment.

Dynamic 3

Jobs and careers events delivered

- As part of National Employment Week on 28 June 2018, Sevenoaks District Council hosted its first **Helping Hands into Employment event**. This was a partnership event supported by SupaJam, Catch 22, West Kent Communities and Sevenoaks District Council and Job Centre Plus. The event provided support to 12 people seeking to get back into work. It gave advice about motivation, confidence, mindfulness and practical tips about how to get shortlisted for a job.
- Feedback from the event was excellent. Although it was a small group who participated, the majority were long-term unemployed and taking part in the event was a significant step for them. Following the event, two people sought further help and

advice through Sevenoaks District Council's HERO project. In addition, one participant gained employment in the new Premier Inn that opened in Sevenoaks.

Dynamic 4

Economic Needs considered as part of the Local Plan

- During 2018/19 a number of **key economic needs studies** were commissioned as part of the background evidence to the Submission Version of the Local Plan. This included:
 - Local Plan Settlement Hierarchy (2018), The Settlement Hierarchy for Sevenoaks District has five settlement classifications, ranking from the most sustainable (Principal Town Centre) to the least sustainable type of settlements (Hamlets). It helps to define the role and function of each settlement within the District and will help inform the profile of settlements as well as their ability to meet future development needs;
 - A Sevenoaks Local Plan and Community Infrastructure Levy Viability Study (2018);
 - Sevenoaks Urban Area Economic Needs Study (2019) looking at key development sites within the town, identifying opportunities, constraints and mix of uses.

Dynamic 5

Support rural businesses through the West Kent Leader fund

- West Kent **Leader** is a European Union (EU) funded programme managed by Sevenoaks District Council. The current programme has been running since 2015 providing important grant funding to local businesses to support the rural economy. To date 42 projects in West Kent have benefited from Leader funding, creating 66 jobs, with a total grant commitment of over £1.6 million.
- **Sixteen businesses** in the Sevenoaks District have benefitted from a share of this funding, which will create **22 jobs** in the rural area. In the last year these have included the following projects:
 - Chiddingstone Castle - refurbishment and conversion of an existing room for educational groups/visitors, improvements to parking and pathways, improved signage for outdoor maze to enhance accessibility for people with limited vision, and manufacture and installation of a new display case for an artefact;
 - Conversion of a redundant building as a farm shop selling locally sourced and produced food and beverages in Mark Beech;

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- Construction of a woodchip hub (storage building and associated hardstanding) allowing enhanced collaboration between woodland owners in the area who will benefit from the increasing demand for woodfuel products;
- The renovation and conversion of the carriage lodge, into two high-quality self-catering accommodation units at Bore Place;
- Refurbished milking parlour on an organic dairy farm, designed to be water and energy efficient and to optimise animal health and welfare, reduces operating costs and delivers a facility that is fit-for-purpose for the future.

Dynamic 6

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

- Kent County Council track and measure the number of young people who are not in education training or employment (NEET) between the ages of 16-18. This measures the impact of support they provide to young people to support them back into education, training or employment (EET).
- During 2018/19, the Sevenoaks NEET (not in employment, education or training) population was **consistently low**, with a cohort of 42 in March 2018, and the percentage of Year 12 and 13 NEETs in the District was **1.57%**, which is a reduction from 1.85% in the same period during the previous year. During the same time, NEET numbers across the rest of the county have risen to 3.14%. Sevenoaks has performed better than the rest of the county and is the best performing district in Kent. The Sevenoaks District is helped by two additional providers who are not schools or colleges, Catch 22 and SupaJam who help to keep NEET numbers down.
- Their work was recently validated in an Ofsted inspection that found SEMM to be “good” overall. They are also **the first post 16 Specialist Education Provider in the country to achieve this rating**. The Ofsted report recognises the outcomes for learners, including good progress students make on much business courses enabling them to move onto higher level of study, or into employment or training. It also recognised that 87% of leavers were offered places at university to study music or related subjects. In addition, almost all the level three students who left in 2018 have remained in employment, education or training.
- **SupaJam Education Media and Music (SEMM)** work with some of the most vulnerable young people in our community, and they continue to grow from strength to strength. This year, they are celebrating their biggest ever cohort 73 learners, **98%** of whom went on to get a full diploma or qualification.

Dynamic 7

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

- **86% of actions** in Sevenoaks District Council’s Economic Development strategy were achieved during 2017/18. A new Economic Development Strategy for the period 2018-2021 has been prepared and agreed.

Dynamic 8

Tourist destination Management Plan delivered, and visitor stays increased

- The Sevenoaks Visitor economy, or tourism, represents **£243 million per year** in value, with **£4.3 million** visitors and supporting **5,287 jobs**. The Sevenoaks Economic Impact of Tourism Study Cambridge Model results for 2017, published during 2018, compared results to their to last study undertaken during 2015:
 - The total number of trips to the District **increased by 8.5%**
 - The value of day visits has **increased by 5.4%**
 - The numbers of jobs generated by the visitor economy has **increased by 5.1%**.
- Sevenoaks District Council successfully facilitated the opening of a new Premier Inn in Sevenoaks Town on land owned by the Council. The hotel will enhance the District’s current accommodation offer by providing an additional 83 rooms.
- Sevenoaks District Council successfully completed a long-stay multi-decked car park on the former Buckhurst 2 site in Sevenoaks Town. This brings 480 much needed long-stay spaces to the town centre helping both businesses and the visitor economy. The car park achieved the “Park Mark” Safer Parking Award.

Dynamic 9

Apprenticeship opportunities encouraged over the three-year plan period

- The most recent Department for Education figures for apprenticeship starts in the Sevenoaks District, show apprenticeship starts by apprenticeship level (intermediate, higher and advanced) and age group. The results show that a total of **510 apprenticeships were started** during 2018/19. This means that from 2016/17 there have been a total of 1,100 apprenticeship starts. Department for Education data also shows that the sectors with the highest starts in the District were as follows: Business, Administration and Law; Health, Public Services and Care; Engineering and Manufacturing Technologies; Retail and Commercial Enterprise; Construction, Planning and the Built Environment.
- During 2018/19, West Kent provided a wide range of support, training, volunteering and work experience in 18/19. 94 people were supported with 17 residents securing employment and 29 accreditations achieved by young people including CSCS

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(Construction Skills Certification Scheme), First Aid, Health & Safety and ASDAN (Award Scheme Development and Accreditation Network).

Other successes 2016-19

- During 2017/18, Sevenoaks District Council carried out a Strategic Housing and Economic Lands Availability Assessment (SHELAA). This is an assessment of the amount of land that is available and suitable to meeting the District's housing and employment needs. It forms part of an evidence base that informed the Submission Version of the new Local Plan, along with the Economic Needs Study (ENS) jointly commissioned by Sevenoaks District Council and Tunbridge Wells Borough Council during 2016/17. The Economic Needs Study analyses the existing employment land in the District and makes recommendations as to how Sevenoaks District Council can support continued economic growth, through the its new emerging Local Plan
- During 2017/18, Sevenoaks District Council completed a Visitor Economy Study that formed part of the evidence base of the emerging Local Plan and Economic Development Strategy 2018-21.



SupaJam Education Media and Music - Improving skills for employment



Sustainable Economy

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

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Compaid Trust - improving access to key local services

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

Sustainable Economy - Your Key Success Measures

Sustainable 1

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

- Following a validation process, seven bids were discussed Sevenoaks District Council's CIL Board in December 2018, with funding agreed in January 2019 for a **total value of £2 million** for the following projects:
 - £34,000 for Edenbridge Public Toilets (Edenbridge Town Council);
 - £2,500 for installation of Otford Medical Practice Health Pod (Otford Patient Participation Group);
 - £10,000 for installation of Swanley Disabled Play Equipment (Swanley Town Council);
 - £600,000 for Edenbridge Integrated Health and Wellbeing Centre (Kent Community Health Foundation Trust);
 - £1.2m for Bat and Ball Community Centre (Sevenoaks Town Council);
 - £185,000 for New Village Hall/Sports Pavilion Project (Fordcombe Village Hall Trust).
- CIL is funded by CIL liable developments in the district. This takes the total value of CIL projects approved to **£3.26 million** taking into account the £1.26 million approved for projects during 2017/18.

Sustainable 2

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

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

Sustainable 3

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

- Registered Social Landlords in the District delivered 71 **new affordable housing units**, during 2018/19 across a range of types and tenures as set out in the table below. This includes 53 units for affordable rent and 18 units for shared ownership purposes. Over the last three years, a total of 167 units of affordable housing have been delivered.

Housing Association	Scheme Address	Number of units	Completion Date
Orbit	Phase 7b Ryewood Meadows, Dunton Green	9 units	Quarter 1 2018/19
WKHA	Woodlands, formerly Northview, Swanley (16 flats demolished and 31 new flats constructed)	31 units new build flats	Quarter 2 2018/19
WKHA	Land adjacent to 1 Churchfield Cottages, Seal	2 units	Quarter 2 2018/19
Golding Homes	Hawthorn Park (Keston & Beeches), Swanley. Phase 2	5 units	Quarter 3 2018/19
WKHA	Discovery Drive, Downs View (United House plots 61 - 84), Goldsel Road, Swanley	24 units	Quarter 4 2018/19
Total		71	

Sustainable 4

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

- During 2018, the following documents were produced as supporting evidence for the Submission Version of the Local Plan:
 - Swanley **Transport Study**, jointly commissioned by Sevenoaks District Council and Kent County Council (KCC). The purpose of the study was further to inform the development of Sevenoaks District Council's Swanley and Hextable Master Vision, as well as an evidence base for the emerging Local Plan.
 - The Sevenoaks **District Transport Assessment** commissioned by Sevenoaks District Council. This recognises that the delivery of the Districts' housing and employment needs are intrinsically linked to infrastructure and transport delivery

and that communities are well connected. It provides information about transport related issues and opportunities.

- Following the consultation on the Proposed Submission Version of the Local Plan (December 2018 - February 2019), the delivery and implementation of the Sevenoaks District Strategy for Transport will be looked at as part of the Local Plan Examination during 2019. This will include Policy T1 of the Submission Version of the Local Plan. This sets out how transport and infrastructure will be delivered across the District over the new Plan period (up to 2035) including how it will be funded. This includes the consideration for promoting safe and convenient cycle routes where development is situated in sustainable locations with access to day-to-day services and facilities.

Sustainable 5

Potential new cycle routes identified

- Policy T1 of the Submission Version of Sevenoaks District Council's Local Plan includes the consideration for promoting safe and convenient cycle routes where development is situated in sustainable locations with access to day-to-day services and facilities.

Sustainable 6

Increase number of people who are involved in decision-making

- At the beginning of 2019, Sevenoaks District Council undertook an information event with local people on the Whiteoak Leisure Centre in Swanley. Sevenoaks District Council are proposing to build a new leisure centre on the grounds of the current White Oak Leisure Centre, which would remain open during construction. In addition local people were able to find out about more about proposals for Alder Way and Russett Way and 27-37 High Street, Swanley. 612 people took part in information event over a four day period.
- Sevenoaks District Council went out to public consultation on the emerging Local Plan between 16 July and 10 September. The Council received over 8,500 comments from 6,000 people.
- Sevenoaks District Council carried out the following planning consultations during 2018/19:
 - Regulation 19 Proposed Submission Version of the Local Plan (December 2018);
 - Additional Potential Strategic Development Sites in the Green Belt (December 2018);
 - Design Review Panel SPD (December 2018);
 - Development in the Green Belt SPD (December 2018);

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- Affordable Housing SPD (December 2018);
- Neighbourhood Area Designation – Badgers Mount Parish Council;
- Neighbourhood Area Designation – Halstead Parish Council.
- Sevenoaks District Council carried out a comprehensive consultation on behalf of the Sevenoaks District Local Strategic Partnership to inform the development of the new Sevenoaks District Community Plan priorities 2019-22. 659 survey responses were received from residents and partners, including 154 responses from young people.
- Kent County Council carried out consultations on the following services:
 - Libraries, Registration and Archives Draft Strategy 2019-22. This introduced a new tiered approach to managing the network of 99 libraries across Kent and defined opening hours for each tier;
 - Kent and Medway Safeguarding Adults Board: Draft Strategic Plan 2018-2021;
 - Rights of Way Improvement Plan 2018-2028;
 - Big Conversation: Rural Transport putting forward solutions for the future of rural bus services. 2,335 responses were received to this consultation.
- West Kent CCG carried out the following consultations, including:
 - Kent and Medway Stroke Unit consultation. This proposed a three Hyper-Acute Stoke Unit (HSAU) model. After full evaluation three HSAU's were selected at Darent Valley Hospital, Maidstone Hospital, and
 - the William Harvey Hospital. Around 2,000 people took part.
 - Edenbridge Project. West Kent CCG are taking forward a project to provide a new building to house all future health services for Edenbridge. A preferred site has been selected and public event hosted by Member for Parliament, Tom Tugendhat and was attended by 120 residents.

Other key successes 2016-19

- During 2018/19 Sevenoaks District Council set up an affordable housing company as a vehicle to build new affordable homes in the District, in line with the housing strategy.



Hever Castle - encouraging tourism

For more information or to get in contact

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

Sevenoaks District Local Strategic Partnership
making it happen
- together



Sevenoaks
DISTRICT COUNCIL

People and Places Work Plan 19/20 (as at 10.9.2019)

1 October 2019	10 December 2019	19 March 2020	Summer 2020
<p>Enterprise Coordinator Network update, including SEND project</p> <p>Sevenoaks District Arts Council update</p> <p>Community Plan monitoring report</p> <p>Budget 2020/21: Service Dashboards and Service Change Impact Assessments (SCIAs)</p>	<p>Community Safety Plan monitoring report</p> <p>Economic Development Strategy monitoring report</p> <p>Sevenoaks District Sports Council update</p>	<p>DAVSS presentation</p> <p>Half-yearly grants monitoring</p> <p>Grants to voluntary organisations</p> <p>Whiteoak Leisure Centre</p> <p>Community Safety Action Plan</p>	

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