

06 October 2022 at 7.00 pm

Council Chamber, Argyle Road, Sevenoaks

Published: 28.09.22

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# People & Places Advisory Committee

## Membership:

Chairman, Cllr. Collins; Vice-Chairman, Cllr. Perry Cole

Cllrs. Bulford, Dr. Canet, Cheeseman, P. Darrington, Dyball, Edwards-Winsler, Esler, Hudson, Pett 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. <b>Minutes</b> To agree the minutes of the meeting of the Advisory Committee held on 14 June 2022, as a correct record.	(Pages 1 - 6)	
2. <b>Declarations of interest</b> Any interest not already registered.		
3. <b>Actions from Previous Meeting</b>		
4. <b>Update from Portfolio Holder</b>		
5. <b>Referral from Cabinet or the Audit committee</b>		
6. <b>Public Realm Commissioner Update</b>	(Pages 7 - 8)	Kelly Webb Tel: 01732 227474
7. <b>Young Persons Mentoring Project Update</b>	(Pages 9 - 14)	Kelly Webb Tel: 01732 227474
8. <b>Citizens Advice (Edenbridge &amp; Westerham, North &amp; West Kent Update)</b>	(Pages 15 - 16)	Kelly Webb Tel: 01732 227474
9. <b>Work Plan</b>	(Pages 17 - 18)	

## EXEMPT INFORMATION

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

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

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

**PEOPLE & PLACES ADVISORY COMMITTEE**

Minutes of the meeting held on 14 June 2022 commencing at 7.00 pm

Present: Cllr. Collins (Chairman)

Cllr. Perry Cole (Vice Chairman)

Cllrs. Bulford, Cheeseman, Perry Cole, P. Darrington, Dyball, Esler, Hudson and Raikes

Apologies for absence were received from Cllrs. Dr. Canet and Edwards-Winser

Cllr. Pender was also present.

1. Election of Chairman

Resolved: That Cllr Collins be appointed Chairman of the Advisory Committee for 2022/23.

(Cllr Collins in the Chair)

2. Election of Vice-Chairman

Resolved: That Cllr Perry Cole be appointed Vice Chairman of the Advisory Committee for 2022/23

3. Minutes

Resolved: That the Minutes of the People & Places Advisory Committee held on 1 March 2022 be approved and signed by the Chairman as a correct record.

4. Declarations of interest

There were no additional declarations of interest.

5. Actions from Previous Meeting

There were none.

6. Update from Portfolio Holder

The Portfolio Holder presented a progress update to the Committee.

## Agenda Item 1

### People & Places Advisory Committee - 14 June 2022

The Community Safety Unit (CSU) undertook public engagements in Swanley, Edenbridge, and Hextable. The CSU also reported that Anti-Social Behaviour (ASB) had reduced in comparison to last year.

The White Oak Leisure Centre in Swanley had registered 175,886 visits since opening, and had increased its fitness membership from the 443 memberships at its opening to 2,727.

The Portfolio Holder updated the Committee on various events she had participated in and was planning to attend. The Big Community Sing was held at the Stag Theatre to celebrate the Platinum Jubilee, and raised more than £720 for local mental health services. The Run, Walk, and Push against Dementia event was held in Knole Park, which raised money for the Sevenoaks Area Dementia Friendly Community.

The Swanley Skate Jam raised £250,000 to rebuild the skate park in Swanley. The Chair of the Voluntary Sector Forum, Angela Painter, retired, and the Portfolio Holder expressed her thanks for the work she contributed to the district.

The UK Shared Prosperity Fund (UKSPF) awarded £1,000,000 for Sevenoaks District over the next three years, and the Economic Development Team were producing an Investment Plan for the funding. The Portfolio Holder outlined some of the potential projects included within this.

#### 7. Referrals from Cabinet or the Audit committee

There were none.

#### 8. Update from A/Chief Insp Mark Stubberfield on Kent Police and Community Voice

Inspector Mark Atkinson provided an update on the 'My Community Voice' app and policing priorities in the District. The Committee heard that the 'My Community Voice' app was a two-way community engagement tool adopted this year by the CSU. Mark Atkinson explained that the current priority of the CSU was increasing the number of people signed up to the app, with an end goal of 10% of the District signed up, and that the CSU was exploring the engagement of organisations through key members, such as Town and Parish Clerks, to allow information to be shared further. He further informed the Committee that the CSU's priority in issuing updates through the app was that they provide meaningful localised information, without inundating users with too much information.

The Committee then heard an update on measures addressing violence against women and girls in the District, which was a current Kent Police priority. Mark Atkinson advised the Committee that Kent Police constructed data sets to enable more targeted action of this issue. The Committee heard the statistics for the District, and also the measures Kent Police had employed to tackle the issue, including an offender grading system to prioritise the most dangerous offenders. Mark Atkinson explained that Kent Police follow the current national strategy of

combating violence against women and girls in Public, Private, and Online spheres, and outlined the methods through which this is done in the District.

Resolved: That the update be noted.

9. Update on Community Wifi

The report was presented by Alexandra Pack and Sam Lain-Rose, who updated the Committee on Kent County Council's Community Wi-Fi pilot programme. They explained that the Community Wi-Fi programme aimed to remove barriers to access of the internet, including issues regarding cost-of-living that limit broadband usage. The Committee heard they currently planned to utilise the Kent Public Services Network (KPSN), which is well-integrated in the District, to extend its reach to areas of deprivation.

They explained that the programme took an evidence-based approach to assess where exclusion and deprivation were most prevalent, to allow for a tailored approach to address local needs. The Committee discussed a specific example of this in the Swanley Recreation Ground.

They explained that sustainability and feasibility were key concerns of the programme, and that they would work with the District Council to decide future action pending the results of their feasibility study. The Committee also heard that their focus on feasibility also included a robust exit strategy.

The Committee discussed the steps taken to ensure that attention was granted to those who need it most, to which they heard that analysis of usage metrics would allow for both safeguarding and targeted local action. The Committee also discussed the potential use of the splash screen of the Community Wi-Fi to promote Council initiatives.

Resolved: That the work being undertaken to date by Kent County Council to deliver a Community Wi-Fi pilot programme in Kent be acknowledged.

10. Economic Development Strategy

The Economic Development & Programme Manager presented the report which detailed the Economic Development Strategy (EDS) for the District for the period 2022 - 2027. He explained that the Strategy addressed the changes in supply and the labour market that resulted from the Covid-19 pandemic, and captured changes from new working and spending patterns.

He further explained the four focus areas of the Strategy, which were Business Engagement and Diversity, Tourism and Rural Enterprise, Town Centres, and Job Skills, and outlined the elements within these that the EDS specifically targets. He emphasised the importance of sustainability and Council's Net Zero plan within all these areas. The Committee raised the potential costs and difficulties associated with the transition to Net Zero, to which he outlined the resources of the Strategy for businesses to ease this process.

## Agenda Item 1

### People & Places Advisory Committee - 14 June 2022

The Committee then heard about the importance of the District Council's partnerships in the Strategy, and the role of consultation with these groups in the creation of the Strategy's priorities. They also heard about how the Strategy includes an annual economic report to monitor its performance.

The Committee raised the issue of jargon within the report, which might present a barrier to public understanding of it. In response to concerns raised, Members were advised it would be addressed where possible. In response to further queries Members were informed that the Strategy was local in its focus, and that problems would be prioritised on an area-by-area basis.

Resolved: That it be recommended to Cabinet that the Economic Development Strategy 2022 - 2027 be adopted.

#### CHANGE IN ORDER OF AGENDA ITEMS

The Chairman, with the Committee's agreement, brought forward consideration of agenda item 15.

##### 11. Welcome Back Fund Project Review

Members considered the report presented by the Economic Development Officer which reviewed the Welcome Back Fund Project. She explained to the Committee that the funding of £214,212 (available as £107,106 per year between 2020 and 2022) was for temporary projects that supported the high street.

She explained how the project worked closely with Town and Parish Councils to ensure local needs were met. The Committee heard that the Council successfully spent 99% of the allocation, with 100% of the claims on the funding paid in full. The Committee then heard an outline of the projects successfully funded in this way. She further explained that the plans for the UK Shared Prosperity Fund would develop upon these projects.

Resolved: That the successful delivery of the Reopening High Street Safely/Welcome Back Fund and the positive impacts the interventions had across the district, be noted

##### 12. Community Grant Scheme Guidelines Review

The Community Projects and Funding Officers presented the report which outlined the proposed changes to the Council's Code of Practice for Grant-making, which focused on speeding up and making the process of applying easier. They also explained there would be biannual meetings of officers involved to share best practice.

The proposed changes to the Community Grant Scheme Guidelines would better adhere to the new code of practice and be in line with current processes, with particular attention to how the lower grant limit of £500 was raised to £1000 to

allow the scheme to provide meaningful grants in the current economic climate. The assessment criteria for applications were also updated.

They explained that further work would be undertaken with support from the Legal team to reduce the timescales of grant-making, and that this would be the subject of a future report.

The Committee discussed the limits on funding regarding the boundaries of the District, and it was clarified that grants were only given for work within the District.

Resolved: That

- a) the revisions to the Council's Code of Practice for Grant-making be noted;
- b) the recommended actions, as set out in paragraphs 8 - 14 of the report, be noted;
- c) the revisions to the Community Grant Scheme Guidelines, as detailed in Appendix B, be noted; and
- d) it be recommended to Cabinet that the above revisions and actions be approved.

13. Community Plan Annual Report 2021-22

The report was presented by the Chief Officer for People & Places, and provided an overview of the work of the Local Strategic Partnership Community Plan in its final year. The Committee heard that the Plan was 96% on target, with 4% relating to currently unavailable data on road safety from Kent County Council. She then outlined some of the successes of the plan within each of the six priorities of the Plan, which were Safer Communities, Caring Communities, Green Environment, Health, Sustainable Economy, and Dynamic Economy. These included more than 4000 enforcement actions against parked vehicles, the provision of 20 affordable houses, the awarding of 52 disabled facilities grants, a new Health and Wellbeing Action Plan, and the Kickstart West Kent project.

Resolved: The Sevenoaks District Community Plan's Annual Report for 2021 - 22 was considered.

14. Sevenoaks District New Community Plan 2022-2032

The Chief Officer for People & Places presented the report which outlined the new Community Plan for the period 2022 - 2032. Members were advised that the Plan was made in collaboration with the Local Strategic Partnership (LSP) and focused on Place, Economy, Environment, and People. It was explained that public consultation helped shape the direction of the plan, with particular emphasis on community spirit, the environment, town centres, and transport links.

Members were advised that the new plan emphasised readability, to promote community engagement within it. The plan outlined both what the Council and the

## Agenda Item 1

### People & Places Advisory Committee - 14 June 2022

LSP partners would do, as well as what the public could do, to reflect the community's engagement in these matters.

The Committee praised the plan for the centrality of resident feedback in its construction and outlook, and encouraged this to continue.

Resolved: That following the Comments from the Committee, it be recommended to Cabinet that the final draft Community Plan and action plan for 2022 - 2032 be agreed.

#### 15. Community Safety Partnership Annual Report 2021-22

The Chief Officer for People & Places presented the report which provided an overview of the work of the Sevenoaks District Community Safety Partnership (CSP) from April 2021 - March 2022. They outlined the rates of victim-based crime in the District, including the 44% decrease in Anti-Social Behaviour (ASB) in the past year compared to the year before.

Members were advised of the achievements of the Community Safety Unit (CSU), which met daily and reviewed 626 daily taskings, all of which were actioned. It was reported that the CSU was commended by Kent Police as the most exceptional in Kent.

The CSP held violence against women and girls as a priority, and actions to further address this issue have been discussed held by the CSP. The Committee discussed the importance of co-ordinated work with outside organisations in addressing violence against women and girls, and the Chief Officer for People and Places informed the Committee that the CSP's plan for the future considered this.

Resolved: That the Sevenoaks District Community Safety Partnership Annual Report for 2021 - 2022 be noted.

#### 16. Work Plan

The work plan was noted with this addition

**4 October 2022**

UK Shared Prosperity Fund Investment Plan Update

THE MEETING WAS CONCLUDED AT 9:00PM

CHAIRMAN

**ART PROJECT - THREE & FOUR - PUBLIC REALM**

**PEOPLE & PLACES ADVISORY COMMITTEE - 6 October 2022**

**Report of:** Chief Officer People & Places

**Status:** For Consideration

**Also considered by:** N/A

**Key Decision:** No

**Executive Summary:** Three & Four Art Project, Public Realm

**This report supports the Key Aim of:** Community & Corporate Plan

**Portfolio Holder:** Cllr. Dyball

**Contact Officer(s):** Kelly Webb, Ext. 7474

**Recommendation to People & Places Advisory Committee**

To note the report

**Introduction and Background**

- 1 Cllr Roddy Hogarth, Commissioner of the Public Realm will be updating members of the art project Three & Four by Oliver Barratt that was commissioned by the Public Realm through Sect 106 money as part of the development of the M&S site.

**Key Implications**

Financial

This was an externally funded project.

Legal Implications and Risk Assessment Statement.

None

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### 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.

### Net Zero Implications

The decisions recommended through this paper have a remote or low relevance to the council's ambition to be Net Zero by 2030. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment

### **Conclusions**

For the Committee to note the report

#### **Appendices**

None

#### **Background Papers**

None

**Sarah Robson**

**Deputy Chief Executive and Chief Officer - People & Places**

**YOUNG PERSON'S MENTORING PROGRAMME**

**PEOPLE & PLACES ADVISORY COMMITTEE - 6 October 2022**

**Report of:** Chief Officer People & Places

**Status:** For Consideration

**Also considered by:** N/A

**Key Decision:** No

**Executive Summary:** Young Person's mentoring Programme

**This report supports the Key Aim of:** Community & Corporate Plan

**Portfolio Holder:** Cllr. Dyball

**Contact Officer(s):** Kelly Webb, Ext. 7474

**Recommendation to People & Places Advisory Committee**

To note the report

**Introduction and Background**

- 1 In April 2021 following a concern of the number of young people suffering with mental health following the pandemic. Jenny Godfrey submitted a bid to KCC Helping Hands. Below is the application for the programme

Costs for a project that reaches out and engages with young people (aged 11 to 18) in the Sevenoaks District that have been disproportionately affected by the pandemic.

This pilot project will give each supported young person HOPE by providing them with:

- A mentor from the community (sport, art, music, dance, writing, other) that works with them to listen and give them the opportunity to go back to an activity they dropped or try something new.
- Financial support for equipment, lessons, travel to enable access to the mentor and chosen activity
- A chance to express themselves, recording through sport, art, music, writing, dance, other, the affect the pandemic has had on them. This will be showcased through an end of project 'Exhibition of Expression' (online and in person) and will include

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feedback from the supported young people about their new HOPES and future aspirations.

- Guidance to enable them to continue in a chosen activity – signposting to other services; funding etc.,
- Follow up interview to find out how they have got on.

We will use the youth clubs and hubs, SDC Housing team, Early Help, KCC, other partners to identify those most affected and likely to benefit from the project. We will work with known partners that can assist with counselling and talking therapy where required. Given the short timescales for delivering this project, the mentors will be those already working in the district in sport, art, music, dance, writing other that have the necessary safeguarding checks in place. The Council will use its extensive partnerships to ensure the young people are appropriately matched and supported. We will ensure that all mentors are fully supported in their role. The budget for this pilot project does include for training to be made available to these mentors in supporting young people should they need it, i.e. in mental health first aid for young people. However, we will also look to KCC's partners that provide access to free training.

The budget for the project allows for some SDC officer time to coordinate and manage this pilot. This will be undertaken as an additional responsibility by an existing experienced community project officer.

A project board will be established drawing from representatives of the Sevenoaks Area Youth Assembly and other young people involved in youth clubs and hubs and partners such as charities, community wardens, the police, housing and health workers. This board will steer the design and delivery of the project but will also be in a good position to ensure the young people continue to be educated in complying with any Covid-19 restrictions, keeping themselves and others safe.

This project is based on a case study from Sevenoaks District of the impact of the pandemic on a young person (referred to here as 'Cassie' – see below) and how fortunate she was to be able to access mentors she could relate to and trust. **What if every young person could be given this opportunity?** This pilot project is aimed at starting to level out the inequalities that are emerging and to target those young people with additional barriers such as low income, financial distress and digital poverty. This will be a district-wide project but it will concentrate on areas of greatest deprivation for example Swanley (within top 10% of deprived areas in Kent).

### Cassie's Story

Cassie was an extremely active "on the go" 12-year old pre-Covid, passionate about so many things including swimming, creative writing, engaging with friends and like many her age, learning and trying new things. Lockdown 1 saw the beginnings of a difficult time for Cassie. The loss of access to water, school, friends, peers and doing anything 'normal' resulted in a diagnosis of loss and bereavement. Cassie lost interest in all activities, only

partaking in limited on-line schooling. Cassie's family found her some counselling and group based talking therapy support. Lockdown 2 exasperated the situation and Cassie barely left her room, refused to engage, would not participate in online schooling and found everything tiring and pointless.

Throughout the pandemic Cassie was fortunate enough through her swimming club to have a mentor, someone outside of her family setting she could regularly talk to. Someone that knew first-hand the challenges of the sport (physically and mentally) and could understand how the effects of the pandemic might translate when back swimming (anxiety; loss of confidence/fitness/speed etc.,) but also generally about mental health. Cassie says "My coach was amazing. I could relate to him and I trusted him. He understood and listened to me. Without him I would not have had hope and would not be back in the pool, seeing my friends in the club, training and having fun."

Cassie was also fortunate that she was given the chance to sing at school once allowed back. Naturally a quiet, reserved young person who always used to shy away from performing, Cassie flourished. The singing teacher again was a strong mentor for her. This resulted in Cassie singing solo in front of her school. The song was "She Used To Be Mine" from the hit West End Musical The Waitress (the lyrics are set out below). Cassie says "The words have a different meaning to me: they are exactly like me: messy but kind! And, they express my longing of wanting back what was taken away by Covid-19 and the Lockdowns, that is 'the old me'. I face this feeling every day but I am better able to manage it with the help I have been given."

It's not simple to say  
Most days I don't recognize me  
These shoes and this apron  
That place and its patrons  
Have taken more than I gave 'em  
It's not easy to know  
I'm not anything like I used to be  
Although it's true  
I was never attention sweet center  
I still remember that girl

She's imperfect but she tries  
She is good but she lies  
She is hard on herself  
She is broken and won't ask for help  
She is messy but she's kind  
She is lonely most of the time  
She is all of this mixed up  
And baked in a beautiful pie

She is gone but she used to be mine

## Agenda Item 7

It's not what I asked for  
Sometimes life just slips in through a back door  
And carves out a person  
And makes you believe it's all true  
And now I've got you  
And you're not what I asked for  
If I'm honest I know I would give it all back  
For a chance to start over  
And rewrite an ending or two  
For the girl that I knew

Who be reckless just enough  
Who can hurt but  
Who learns how to toughen up when she's bruised  
And gets used by a man who can't love  
And then she'll get stuck and be scared  
Of the life that's inside her  
Growing stronger each day  
'Til it finally reminds her  
To fight just a little  
To bring back the fire in her eyes  
That's been gone but it used to be mine

Used to be mine

She is messy but she's kind  
She is lonely most of the time  
She is all of this mixed up and baked in a beautiful pie  
She is gone but she used to be mine

If successful with this bid and pilot project, the Council will seek further funding to extend it to beyond March 2022.

- 2 A powerpoint presentation at the meeting will show how the programme has progressed

### **Key Implications**

#### Financial

Staff Time but all externally funded

Legal Implications and Risk Assessment Statement.

None

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.

Net Zero Implications

The decisions recommended through this paper have a remote or low relevance to the council's ambition to be Net Zero by 2030. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment

Wellbeing

This document supports wellbeing and looks at this throughout the document.

**Conclusions**

For the Committee to note the report

**Appendices**

None

**Background Papers**

None

**Sarah Robson**

**Deputy Chief Executive and Chief Officer - People & Places**

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**CITIZENS ADVICE - EDENBRIDGE & WESTERHAM, SWANLEY & SEVENOAKS**

**PEOPLE & PLACES ADVISORY COMMITTEE - 6 October 2022**

**Report of:** Chief Officer People & Places

**Status:** For Consideration

**Also considered by:** N/A

**Key Decision:** No

**Executive Summary:** Citizens Advice Service

**This report supports the Key Aim of:** Community & Corporate Plan

**Portfolio Holder:** Cllr. Dyball

**Contact Officer(s):** Kelly Webb, Ext. 7474

**Recommendation to People & Places Advisory Committee**

To note the report

# Agenda Item 8

## Introduction and Background

- 1 Angela Newey, CA Sevenoaks & Swanley and Sian Hiller, CA Edenbridge & Westerham will be attending in person the meeting to talk to members about their service over the past 12 months and future initiatives.

## Key Implications

Financial

Citizens Advice does receive funding from SDC

Legal Implications and Risk Assessment Statement.

None

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.

Net Zero Implications

The decisions recommended through this paper have a remote or low relevance to the council's ambition to be Net Zero by 2030. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment

Wellbeing

CA supports wellbeing

## Conclusions

For the Committee to note the report

<b>Appendices</b>
None
<b>Background Papers</b>
None

Sarah Robson

Deputy Chief Executive and Chief Officer - People & Places

## **People and Places Advisory Committee Work Plan (as at 3/8/22)**

### **6 October 2022**

- Citizens Advice (Edenbridge and Westerham, North and West Kent) service update (KW has invited)
- Youth mentoring project update
- Public Realm Commissioner update

### **29 November 2022**

- Budget 2023/24: Review of Service Dashboards and Service Change Impact Assessments (SCIAs)
- The Education People (TEP) handover - Next Steps
- UK Shared Prosperity Fund Investment Plan Update

### **28 February 2023**

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