

05 March 2024 at 7.00 pm

Council Chamber, Argyle Road, Sevenoaks

Published: 26.02.24

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People & Places Advisory Committee

Membership:

Chairman, Cllr. Bulford; Vice-Chairman, Cllr. Dyball

Cllrs. Alger, Barnett, P. Darrington, Edwards-Winsor, Granville, Gustard, Hogarth, Hudson, Manamperi and Cathy Morgan

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 30 November 2023, as a correct record.	(Pages 1 - 8)	
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. Sevenoaks District Community Safety Partnership 2024- 25 Strategy & Action Plan	(Pages 9 - 46)	Kelly Webb Tel: 01732 227474
7. Public Spaces Protection Order (PSPO) Consultation Results: London Road, Halstead, Orpington By-pass, Badgers Mount and the M25 Spur Road	(Pages 47 - 90)	Kelly Webb Tel: 01732 227474
8. Community Grants 2024/25	(Pages 91 - 116)	Kathryn Bone Tel: 01732 227176

9. **Leisure Operator Options Report** (Pages 117 - 148) Sarah Robson
Tel: 01732 227129
10. **Work Plan** (Pages 149 - 150)

EXEMPT INFORMATION

That under section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting when considering the Report and Appendices A and B of Agenda Item 9 above, on the grounds that likely disclosure of exempt information is involved as defined by Schedule 12A, paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information.)

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 30 November 2023 commencing at 7.00 pm

Present: Cllr. Bulford (Chairman)

Cllr. Dyball (Vice Chairman)

Cllrs. Alger, Barnett, Bulford, P. Darrington, Dyball, Edwards-Winsor, Granville, Gustard, Hogarth and Hudson

Apologies for absence were received from Cllrs. Manamperi and Cathy Morgan

Cllr. Robinson was also present.

Cllr. Lindop was present via a virtual media platform that did not constitute attendance as recognised by the Local Government Act 1972.

22. Minutes

Resolved: That the minutes of the meeting held 3 October 2023 be approved, and signed by the Chairman as a correct record.

23. Declarations of interest

There were none.

24. Actions from Previous Meeting (if any)

There were none.

25. Update from Portfolio Holder

The Portfolio Holder gave an update on the services within their portfolio. She noted a recent article in the Sevenoaks Chronicle concerning the future of the leisure centres. She emphasised that all options were being considered as part of the operator procurement, and that the article downplayed the positive news within the report.

The Better Together Hub had been showcased at the Kent & Medway Health and Care Symposium, where it was well received. The Hub was also showcased at the Children and Young People's Mental Health Services Conference on 16 November, alongside the Youth Mentoring Project.

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The Council continued to support the Homes for Ukraine Scheme and had held an information event on 16 October in Sevenoaks Town, and would hold another in Swanley in January. The event provided advice on next steps in housing, mental health and wellbeing and employment.

Silver Sunday was ongoing, having held numerous events including advice sessions and Tea Dances on 24 November and 1 December. The Silver Bells Christmas Party would be held on 18 December.

A roundtable meeting with the Police & Crime Commissioner and Laura Trott MP was held on 9 October, regarding shoplifting in the district. The police had further set up monthly meetings to discuss local concerns, the first of which was held on 13 November.

The White Ribbon 16 Days of Action against Violence Against Women and Girls started on 25 November. The Council had released several communications to help all victims of domestic abuse, including a [White Ribbon video](#) regarding standing up against violence, which was completed by male SDC staff members, and a [consultation on violence against women and girls](#). The Council would further be holding a Blue Light event, organised by Look Ahead on 1 December, and would attend the West Kent Domestic Abuse conference on 6 December.

26. Referral from Cabinet or the Audit committee (if any)

There were none.

27. Review of Service Dashboards and Service Change Impact Assessments (SCIAs)

The Head of Finance presented the report which set out updates to the 2024/25 budget process within the existing framework of the 10-year budget and savings plan.

Some changes had been made to future assumptions and they would continue to be reviewed during the budget process. The key cost driver continued to be inflation, with pressure coming through on service demand, the pay award and the cost of goods and services. The items listed in Appendix E reported a current annual budget gap of £1.368m. Members were advised that they were likely to have to make more difficult decisions during the 2024/25 budget setting process than they had had to make for many years.

Informed by the latest information from Government and discussions from Cabinet, it was proposed that the Council once again set a balanced 10-year budget and continued to aim to be financially self-sufficient with no direct funding from Government through additional Revenue Support Grant or New Homes Bonus.

Members asked questions of clarification. The officer explained that the pay award assumption built into the budget was for 5%, with a 3% increase built into the assumption for 2024/25.

The report presented savings items that had been identified which needed to be considered, and requested further suggestions from the Advisory Committee, before finalising the budget for 2024/25.

The Committee considered the savings proposals set out in Appendices G and H, which were for finding alternate methods to deliver community initiatives and community grants, and to reduce the annual grant budget. There was support for these proposals.

The officer advised the committee that there had been no additional suggestions for growth or savings by other members which were relevant to this Advisory Committee. Members discussed further possible savings and growth suggestions. Discussions around broader changes in the Council's policies, which would have impacts on services both within the Advisory Committee's remit and outside of it, would be investigated by officers and the Portfolio Holder for Finance & Investment.

Public Sector Equality Duty

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

Resolved: That it be recommended to Cabinet that

- a) The saving proposals (SCIA 5, SCIA 6) identified in Appendices G&H to the report applicable to this Advisory Committee, be considered; and

- b) That no further income or growth proposals were identified.

28. Public Spaces Protection Order Consultation results - The Vine, Sevenoaks

The Health & Communities Manager presented the report, which outlined the consultation responses regarding the proposed Public Spaces Protection Order for The Vine, Sevenoaks. The consultation ran from 14 August to 24 September 2023, and was sent to four schools within the district, and to selected schools in Tunbridge Wells and Tonbridge. 253 responses were received in total. 83.4% of respondents supported bringing in an Order prohibiting engaging in anti-social behaviour (ASB) and returning to the area within 24 hours after being asked to leave.

Members' attention was brought to the results of the consultation within Appendix A to the report. Of the 253 respondents, 228 answered that they had not reported ASB at The Vine. Work was ongoing to help more reports be made to the Police and Community Safety Unit, to allow ASB to be recorded and addressed quickly. The PSPO would stand for 3 years, and would be reviewed after 2 years.

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Members asked questions of clarification of the officer. They were advised that the PSPO would not limit the consumption of alcohol, as the Town Council were licensed for the area. The PSPO had been created in partnership with the Town Council, Police and other partners and would be managed and maintained in conjunction with them. The PSPO would apply to groups of two or more causing ASB, intimidation, or harassment, but would not prevent people from meeting at The Vine. West Kent Housing Association and Kenwood Trust youth workers would continue to attend The Vine in the evening to provide assistance and advice, and activities would be organised at the House in the Basement to provide an alternative forum for meeting. The police would gather information regarding ASB and the Council would issue Fixed Penalty Notices (FPNs) or restorative work. The type of enforcement issued was at officer discretion. The police would also monitor sites at Greatness and Bat & Ball, as it was understood that the groups may instead meet there.

The officer explained that pupils from certain schools were known to coordinate large gatherings at The Vine, which had resulted in ASB, and these schools were targeted for consultation. Presentations were offered to all schools, targeting Years 10, 11, and 12 specifically, as that demographic was the subject of the complaints. It was felt that a consultation concerning a demographic should make specific efforts to engage them in the process, though it was noted that only 7 of the 253 responses were from students. Members discussed the number of responses. The officer explained that the number of responses was high, when considering that the consultation was targeted to a small area and the issue had a limited geographical impact.

Members discussed the report, and noted that Laura Trott MP had written to the Portfolio Holder in support of the PSPO.

Public Sector Equality Duty

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

Resolved: That

- a) The contents of the report and the outcome of the statutory 6 week public consultation be noted; and that
- b) The recommendation to Cabinet for the implementation of a Public Spaces Protection Order (PSPO) and its two measures at The Vine, Sevenoaks and surrounding grass areas for a period of up to 3 years be supported.

29. Public Spaces Protection Order - London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road

The Health & Communities Manager presented the report, which proposed a four-week consultation regarding a public spaces protection order for London Road, Halstead, Orpington Bypass Badgers Mount and the M25 spur road. This PSPO

would last for 3 years and would address, among other issues, the blocking of the road with car meets. This had been developed by officers from the council, Kent Police, Met Police, and Bromley Council working in partnership, as the issue was centred on the border between Sevenoaks and Bromley. The officer shared a video of the issue.

If approved by Cabinet, the consultation would begin on 15 December and run for four weeks. This would allow feedback from the consultation to be consolidated and fed back to the committee at its next meeting on 5 March 2024. The survey would be targeted to local residents most affected by the issue. It was anticipated that the cars would move elsewhere when challenged.

In response to questions, the officer explained that the police did check whether the cars were road legal. Members discussed the report, and noted that Laura Trott MP had written to the Portfolio Holder indicating their support for the order.

Public Sector Equality Duty

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

Resolved: That it be recommended to Cabinet that Cabinet approves the consultation.

30. Citizens Advice Service Level agreement 2024-2027

The Health & Communities Manager presented the report, which set out the proposed Service Level Agreement for Citizen's Advice in the district, as the current agreement would end on 31 March 2024. This had been agreed by the Edenbridge & Westerham and Sevenoaks & Swanley Citizen's Advice groups. The agreement was largely identical to the current SLA, with the exception that should the funding for the agreement be affected, Citizen's Advice would be notified.

The officer outlined the work that Citizen's Advice undertook in the district, addressing complex cases in a wide range of areas. Officers were updated on their cases in monthly meetings, and an annual meeting was held between Citizen's Advice, officers, and the Portfolio Holder.

Members discussed the report.

Public Sector Equality Duty

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

Resolved: That the report be noted.

31. Voluntary Sector Barometer Survey

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The Health & Communities Manager presented the report, which set out the results of the third barometer survey from the voluntary sector. The survey would allow organisations within the Voluntary Sector Forum to update the council on issues they were experiencing, in particular the cost-of-living crisis.

The officer outlined the results of the survey. On the whole, community organisations felt that there were fewer funding opportunities available, and that more partnership work was necessary to secure funds. Regular donors were rarer due to the cost of living pressures. They were finding it harder to retain staff, and cases were increasingly complex. Members noted that organisations were working on addressing these issues, exploring alternative delivery methods and funding routes. A follow-up survey would be conducted in February/March 2024 to see if winter had further impacted these pressures.

Members discussed the report. It was noted that the council would work to address issues raised by volunteer organisations. Members discussed the grant workshops delivered in Edenbridge and Hextable, which was provided in response to requests from organisations. There was also safeguarding training for volunteers in the Council Chamber. A volunteer fair was held in Edenbridge in October, with another scheduled for March 2024.

In response to questions, the Chief Officer for People & Places advised that the number of volunteers for many organisations had declined compared with the previous surveys, as a number of people were returning to paid work or those that were previously furloughed during the pandemic had returned to work. Officers worked to connect groups to available funding. The Better Together Hub helped connect organisations and enabled them to work in partnership also. Issues were raised at the Town & Parish Council Forum to help organisations find additional support if appropriate.

Public Sector Equality Duty

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

Resolved: That the report be noted.

32. Interim Leisure Operator - Monitoring report

The Chief Officer for People & Places presented the report, which updated the committee on the performance and monitoring of the interim leisure operator contract with Everyone Active, for the Edenbridge & Sevenoaks Leisure Centres and Lullingstone Park Golf Course. The contract would end in April 2025, and an options report for the contract arrangements would be presented to the committee in 2024.

At the Chairman's discretion, representatives from Everyone Active gave a presentation regarding their achievements to date.

In response to questions, members were advised that there was no membership data available from before January 2023 for any of the sites. Under data protection legislation, Sencio's data could not be transferred to the interim operator. The leisure centres had a capacity of roughly 2500 members each, and it was anticipated that membership would grow significantly as January was a popular month for signups. The Edenbridge centre was outperforming historic membership levels; Members noted it faced less competition from other gyms than Sevenoaks Leisure Centre.

The golf course at Lullingstone had lost members to other courses, before it had received improvements. It was anticipated by the operator that these figures would improve, but membership fees were typically seasonal or annual, so this would be delayed slightly. The operator explained that dynamic course pricing had been introduced, which had improved the footfall of casual players that did not hold memberships.

The officer outlined the future process for the leisure centres. A report would present a number of options to members for their feedback and decision. Any procurement process that may result from this decision would invite a cross-party working group to feed into determining the procurement weighting. Members discussed the importance of due consideration towards maintenance during this process. They were advised that fully costed maintenance and improvement plans could not be prepared for all options, as that would require detailed design briefs be provided by members ahead of the report.

Members asked questions of clarification of Everyone Active. They heard a breakdown of the marketing strategy for the leisure centres, with key achievements shared from the report and were advised that their marketing plan had been shared with the council. Digital media, in particular internet searches, was a major area of advertising, as were mail-out campaigns, targeted at specific areas and demographics. Members further discussed possible issues surrounding the app-based service, noting the high average age of Sevenoaks residents. Everyone Active noted that the centre users are supported by onsite staff if they have issues with making a booking.

In response to questions, members were advised that ~80% of staff were previously employed from Sencio, and that of the non-returning staff, most had either found other employment or elected to retire.

Public Sector Equality Duty

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

Resolved: That Everyone Active's performance in delivering the interim leisure operator contract for the period April – September 2023, be noted; and that it be recommended to Cabinet that:

- a) Cabinet note the report; and

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- b) That Cabinet agree for officers to bring a report to Cabinet providing an update on the provision and procurement process for the leisure facilities currently being managed under the interim leisure operator contract.

33. Work Plan

The Work Plan was noted, with the following additions:

5 March 2024

- Community Grants 2024/25
- Public Spaces Protection Order - Public Consultation Results: London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road
- Leisure Operator Procurement Options
- Sevenoaks District Community Safety Strategy & Action Plan 2024-25

June 2024

- Broomhill Bank Internship Update
- Citizen's Advice Update

THE MEETING WAS CONCLUDED AT 9:37PM

CHAIRMAN

SEVENOAKS DISTRICT COMMUNITY SAFETY PARTNERSHIP STRATEGY & ACTION PLAN 2024-25

People and Places Advisory Committee – 5 March

Report of: Sarah Robson, Chief Officer People & Places & Deputy Chief Executive

Status: For Decision

Also considered by:

- **Cabinet – 14 March 2024**
- **Council – 4 April 2024**

Key Decision: Yes

Executive Summary: The 2024-25 Sevenoaks District Community Safety Strategy and Action Plan is set out in the report and appendices. The plan responds to the community safety priorities identified for the District in the most recent Strategic Assessment.

This report supports the Key Aim of Council Plan and Community Plan.

Portfolio Holder: Cllr. Lesley Dyball

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

Recommendation to People & Places Advisory Committee

To make recommendation to Cabinet to approve for the Sevenoaks District Community Safety Partnership Strategy and Action Plan 2024-25.

Recommendation to Cabinet

That Cabinet approves the Sevenoaks District Community Safety Partnership Strategy and Action Plan 2024-25 and agrees for it to be presented to Full Council for sign-off in April 2024.

Recommendation to Council

To approve the Sevenoaks District Community Safety Partnership Strategy and Action Plan 2024-25.

Reason for recommendation: The Council has a statutory duty under the Crime and Disorder Act 1998 to produce a strategic assessment and annually refreshed community safety plan.

Agenda Item 6

Introduction and Background

1. The Crime & Disorder Act 1998 places a statutory responsibility on Sevenoaks District Council, Kent County Council, Kent Fire & Rescue Service, Health, Probation and Kent Police, together with other key partners, to undertake an audit of crime and disorder in the District and co-operate in the development and implementation of a strategy and action plan for tackling local crime and disorder. The audit is known as the Strategic Assessment and provides an analysis of data and trends in relation to community safety.
2. The Strategic Assessment for Sevenoaks District was undertaken in December 2023. As a result, the seven priorities, as ranked in the Strategic Assessment, are:
 1. Serious and Acquisitive Crime including Crime Trends and Serious Violence Duty
 2. Anti-Social Behaviour including Environmental Crime
 3. Domestic Abuse including Stalking and Harassment
 4. Business Crime
 5. Safeguarding (including Mental Health, Prevent, Human Trafficking, Modern Slavery, CSE (Child Sexual Exploitation), Adults at Risk and Protecting Children
 6. Violence against Women and Girls
 7. Drugs and County Lines
3. The draft 2024-25 Sevenoaks District Community Safety Strategy and Action Plan is attached as Appendix A. It sets out the Community Safety Partnership's activity aimed at addressing the above priorities, how each priority will be measured and progress monitored.
4. Working with our statutory and voluntary and community sector partners as well as residents, communities, local businesses and all our stakeholders will be instrumental in keeping the people of Sevenoaks District safe from crime and repeat victimisation and help us achieve our outcomes.
5. The Action Plan is a multi-agency document and is monitored on a quarterly basis by the Community Safety Partnership, to ensure that actions are on target and are helping to meet the identified success measures.

Serious Violence Duty

6. In addition to this year's action plan the Council has a duty to include the Serious Violence Duty. Specific types of crime such as homicide, knife crime, robbery and gun crime, and areas of criminality where serious violence or its threat is inherent, such as domestic abuse, sexual offences, gangs, county lines and drug supply.

7. The Office of the Kent Police and Crime Commissioner (OPCC) convened a partnership board meeting with relevant strategic authorities (Kent Police, K&M Violence Reduction Unit, Public Health (Kent & Medway), NHS, KCC and District/Borough Councils) in June 2023. The Board will co-ordinate a multi-agency response in developing a Serious Violence Strategic Needs Assessment and Strategy for Kent & Medway by 31 January 2024. Work will be implemented through a Serious Violence Network meeting.
8. The Strategic Needs Assessment (SNA) will provide evidence-based analysis of information relating to the violent crime types, the drivers of crime and the cohorts most vulnerable through the gathering and analysis of data from specified and relevant authorities. The SNA may also draw on qualitative data gathered by the partnership and should identify any gaps in data or intelligence.
9. The SNA findings should be used to define serious violence issues and prioritise bespoke actions that the partnership will take forward.
10. The partnership must collectively develop a strategy outlining the multi-agency response that will take to prevent and reduce serious violence in Kent and Medway.
11. The strategy should comprise of a range of new and existing actions that the partnership will take forward to prevent and reduce the issues and drivers identified in the SNA.
12. Sevenoaks District Community Safety Partnership (CSP) will meet the requirements of the Serious Violence Duty through its Community Safety Plan, Action Plan and Assessment, working alongside partner agencies.

Other options Considered and/or rejected

To not have a plan – rejected as the Council would be failing to comply with its statutory duties under the Crime and Disorder Act 1998.

Key Implications

Financial

There are no direct financial implications of developing a Community Safety Plan but there are a number of budgets within the Council that are directly and indirectly attributed to aspects of the delivery of this plan and ensuring that our District is a safe place to live, work and play. The plan is also one which requires a multi partnership approach and in doing so may require using partners budgets, flexibly in order to maximise the potential outcomes and efficiencies that can be delivered. Police & Crime Commissioner funding plays a critical part in the delivery of the plan. The Council's core costs for staff enable the delivery and monitoring of this action plan.

Agenda Item 6

Legal Implications and Risk Assessment Statement

The Community Safety Plan is to meet the duties under Sections 5 and 6 of the Crime and Disorder Act 1998. Section 6 of the Crime and Disorder Act 1998 places obligations on Community Safety Partnerships to formulate a Strategic Assessment to ascertain the levels and patterns of crime, disorder, antisocial behaviour and substance misuse in their area; in order to identify the priorities for a Community Safety Plan. Following the completion of the Strategic Assessment, the Community Safety Plan is then developed to address the priorities identified by the Strategic Assessment.

The following key risks should be taken into account when agreeing the recommendations in this report:

Risk description	Mitigation
The Community Safety Strategy fails to deliver its priorities.	<p>The actions in the strategy were identified and formulated through consultation with the appropriate Portfolio Holder and relevant stakeholders, together with the production of a strategic assessment.</p> <p>Delivery against the Community Safety Strategy is routinely reviewed, and progress reported quarterly to the Community Safety Partnership and to elected members via the People and Places Advisory Committee and Cabinet, enabling adjustments or remedial action to be taken.</p>
Failing to meet the legal requirement of producing a Community Safety Strategy	Producing a Community Safety Strategy is a legal requirement under The Crime and Disorder Act 1998 for all Community Safety Partnerships. This risk can be mitigated by approving the strategy, as per the above recommendation.

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.

Safeguarding

This strategy supports our Safeguarding Policy and includes a priority focusing on safeguarding adults and children at risk.

Community Impact and Outcomes

This document helps reduce the community impact and improve outcomes, by

tackling and reducing certain crime types. The plan ensures a partnership approach to provided targeted initiatives to increase feelings of safety and reassurance.

Wellbeing

Wellbeing is at the heart of the strategy. Experience of crime impacts on the mental and physical health of victims, families and those witnessing or participating in criminal and anti-social behaviour. By developing a partnership approach to crime and disorder, this strategy tackles issues impacting wellbeing including substance misuse, domestic abuse and other criminal and anti-social behaviour.

Conclusions

Community Safety Partnerships (CSPs) are statutory bodies which exist in all local authorities. The Council has a statutory duty under the Crime and Disorder Act 1998 to produce a strategic assessment and annually refreshed community safety plan. CSPs are expected have a Plan to direct their delivery with an annual strategic needs assessment to ensure that the priorities remain relevant and appropriate and an annual performance report to monitor milestones and impact.

This strategy is aligned to national crime and disorder plans, and to other local plans in key areas such as safeguarding, to ensure we are all working towards the same goals; that we properly understand the issues; are able to address the risk factors that increase the likelihood of somebody becoming an offender or a victim of crime and work together effectively to reduce this risk. As such, prevention is central to our approach.

It is recommended that the report Community Safety Partnership Strategy & Action Plan 2024-25 is approved.

Appendices

Appendix A – Sevenoaks District Community Safety Partnership Strategy and Action Plan 2024-25

Background Papers

Strategic Assessment for the Sevenoaks District

Sarah Robson

Deputy Chief Executive and Chief Officer – People & Places

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Sevenoaks District

Community Safety Partnership Annual Action Plan 2024-25 DRAFT



Action Plan 2024-25
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Introduction

The Community Safety Plan is to meet the duties under Sections 5 and 6 of the Crime and Disorder Act 1998. Section 6 of the Crime and Disorder Act 1998 places obligations on Community Safety Partnerships to formulate a Strategic Assessment to ascertain the levels and patterns of crime, disorder, antisocial behaviour and substance misuse in their area; in order to identify the priorities for a Community Safety Plan. Following the completion of the Strategic Assessment, the Community Safety Plan is then developed to address the priorities identified by the Strategic Assessment.

The Sevenoaks District Community Safety Partnership brings together all of the agencies in the District who can have an impact on crime, anti-social behaviour and the fear of crime. A list of partners is set out on page 25. The Partnership has three overarching aims. They are to:

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

Each year the Partnership, in common with all of the Community Safety Partnerships in Kent, undertakes an assessment of crime and disorder in the District, using data provided by partners and feedback from residents. The assessment identifies the priority issues for the next year using the following rationale for each community safety type:

- Whether there is significant community concern
- Whether there is an increasing trend
- Whether it contributes to a high volume of crime
- The level of harm it causes
- How well it is performing compared with other parts of Kent
- Whether the Partnership can add value to the work

This Action Plan identifies where we can best work together to achieve results.

Priority Issues for Sevenoaks District in 2024-25

Sevenoaks District continues to be one of the safest places to live in Kent.

The Strategic Assessment was undertaken during the winter of 2023 and identified seven priorities for the Partnership to tackle during 2024-25. The data referred to in this Action Plan is based on the Strategic Assessment, and uses data between 1 October 2022 – 30 September 2023, unless otherwise stated. Trends in the identified priorities continue to be monitored on a quarterly basis and the first monitoring will be available in July 2024.

The seven priorities, as ranked in the Strategic Assessment, are:

- Safeguarding (including Mental Health, Prevent, Human Trafficking, Modern Slavery, CSE (Child Sexual Exploitation), Vulnerable Adults and Protecting Children
- Serious and Acquisitive Crime incl crime trends & Serious Violence Duty
- Drug and County Lines¹
- Business Crime
- Violence against Women & Girls
- Domestic Abuse incl Stalking & Harassment
- Anti-Social Behaviour incl Environmental Crime

Although the Partnership’s main focus will be the seven priorities, it will continue to monitor and plan for trends in crime and other community safety issues and address them through the Community Safety Unit’s daily briefings and other tasking arrangements in order to reduce recorded crime.

Strategic Drivers

Serious Violence Duty: The Police, Crime, Sentencing and Courts Act 22 received Royal Assent in April 2022, with statutory guidance issued in December 22. Part 2 of the Act creates a requirement for specified authorities to collaborate and plan to reduce or prevent serious violence. Changes have also been made to the Crime and Disorder Act 1998 to

¹ County Lines refer to organised ways of dealing drugs

ensure that preventing and reducing serious violence is a priority for CSPs. Within Kent, new Partnership arrangements are being developed to ensure that agencies can comply with this new duty.

Budgets: Many partner agencies are faced with depleting budgets and savings needing to be made, both as a result of covid, worsening national finances and cost of living. This will impact upon community safety delivery both in terms of resources available for delivery, staff and grants available. This has been considered in the formation of this Community Safety Plan and how those resources available can be best used to ensure the delivery of the identified priorities.

Kent Police Neighbourhood Policing Model: The new Neighbourhood Policing Model was implemented in Summer 2023 and has seen changes in the way they respond to neighbourhood-based issues. The Partnership will need to integrate these changes into our existing delivery models.

Cost of Living: The Cost of Living Crisis continues to impact on residents as well as individual agencies. These impacts need to continue to be monitored by partners and the impact on delivery against our priorities.

The Action Plan

The Action Plan sets out the overall targets for the Community Safety Partnership. It does not include details of the numerous activities already undertaken by partners, town and parish councils, the voluntary sector and others as part of their day-to-day work, but highlights activities in addition to core work, which partners will undertake throughout the forthcoming year. All priorities include actions around public perception and reducing repeat offenders/victims.

Funding and monitoring

Funding for the actions included within the Action Plan is available from a number of sources, including partners' own budgets, Police & Crime Commissioner's (PCC) funding which is allocated to district Community Safety Partnerships, and other small amounts of funding from a variety of sources.

Regular monitoring will take place to ensure that individual projects continue to deliver positive results as well as value for money and that this Action Plan is on target.

Equalities

In preparing the action plan, issues such as equality and diversity were considered to ensure that everybody feels safe in the District.

The Community Safety Partnership recognises that everyone has a contribution to make to our society and a right to access services without being discriminated against or disadvantaged because of their:

- Race, colour, nationality, ethnicity.
- Gender, marital status or caring responsibility.
- Sexual orientation.
- Age.
- Physical or mental disability or mental health.
- Religion or belief.
- Health status.
- Employment status.

ACTION PLAN 2024-2025: SUCCESS MEASURES

All recorded crime

All Victim Based Crime – Maintain position in the lowest 3 District/Borough in the County.

Serious & Acquisitive Crime incl Crime Trends and Serious Violence Duty

Improve the position of Vehicle Crime and Burglary within the County.

Working with partners reduce the numbers of serious violence with injury in the District.

Safeguarding (including Prevent, Mental Health, Human Trafficking, Modern Slavery, CSE (Child Sexual Exploitation), Vulnerable Adults and Protecting Children)

Deliver training on all types of Safeguarding.

Maintain position in the lowest 3 District/Borough in the County for Human Trafficking/Modern Slavery and CSE.

Drugs and County Lines

Reduce the number of County Lines across the District.

Number of young people engaged with around drug misuse.

Business Crime

Maintain position in the lowest 3 District/Borough in the County for shoplifting.

Increase number of convictions for Business Crime.

Violence against Women and Girls (VAWG)

Increase VAWG Walks compared to previous year and work with the community on feelings of safety.

Implement a West Kent Action Plan on VAWG.

Domestic Abuse Stalking and Harassment

Reduce the number of repeat victims of stalking & harassment and domestic abuse.

Increase training for partners and communities on Domestic Abuse and Stalking and Harassment.

Anti-Social Behaviour (ASB) incl Environmental Crime

Maintain position in the lowest 3 District/Borough in the County.

Serious & Acquisitive Crime incl Crime Trends and Serious Violence

Acquisitive crime consists of Burglary (Residential and Commercial and Business) and Vehicle Crime (Theft of and Theft from – TOMV and TFMV). Although there have been rises and falls throughout the time period, the number of reported crimes are relatively low, but they do sit high in county comparisons. These types of crime have a high impact on the local community. We would also look at crime trends for example we know that catalytic convertors, keyless car thefts, high value car types such as Range Rovers and cable thefts do have trends over time across the District.

Criminals behind serious and tactical crime often intimidate and create fear, which is intended to prevent the local community reporting what they see. Often the criminals behind this don't even have to try hard to do this – instead relying on word of mouth and reputation. Organised Crime Groups (OCGs) have been tackled using a more targeted approach by partners, including cross-border partners. Trends are monitored at the monthly Serious Crime & Tactical Meeting. The most common crime types associated with these groups is commonly organised theft.

Specific types of crime such as homicide, knife crime, robbery and gun crime, and areas of criminality where serious violence or its threat is inherent, such as domestic abuse, sexual offences, gangs, county lines and drug supply.

Crime Type	Recorded Offences/Incidents					County Position	
	This Year	Last Year	% Change	No. change	Direction	21/22	22/23
Robbery	34	36	-5.6%	-2	▼	2	2
VAP	2806	3214	-12.7%	-408	▼	1	1
Sexual	213	247	-13.8%	-34	▼	1	1
Possession of weapons	65	69	-5.8%	-4	▼	3	2
Public Order	405	538	-24.7%	-133	▼	1	1

Serious Violence Duty

The Serious Violence Duty requires specified authorities to work together to prevent and reduce serious violence, including identifying the kinds of serious violence that occur in the area, the causes of that violence and to prepare and implement a strategy for preventing and reducing serious violence. The Office of the Kent Police and Crime Commissioner (OPCC) convened a partnership board meeting with relevant strategic authorities (Kent Police, K&M Violence Reduction Unit, Public Health (Kent & Medway), NHS, KCC and District/Borough Councils) in 2023. The Board is co-ordinating a

multi-agency response in developing a Serious Violence Strategic Needs Assessment and Strategy for Kent & Medway by early 2024. Work will be implemented through a Serious Violence Network meeting. The assessment findings will be used to define serious violence issues and prioritise bespoke actions that the partnership will take forward. The partnership will collectively develop an action plan outlining the multi-agency response that to help prevent and reduce serious violence in Kent and Medway. This should comprise of a range of new and existing actions that support local Community Safety Partnerships take forward this priority to prevent and reduce issues.

The cost of living crisis

The cost of living has become an issue of major political concern in the UK. The subsequent war in Ukraine and consequential energy challenges, followed by rising inflation and interest rates, have added to the mounting concern and resulted in large scale government interventions. The cost of living crisis is putting more people at risk of crime. Acquisitive crime often increases in periods of economic downturn.

Serious and Acquisitive Crime including Crime Trends and Serious Violence				
	Priority Action	Lead Agency	Other Partners	By When
1.1	Monthly Serious Crime & Tactical Group to address crime trends for the District and to deliver partnership actions/initiatives. Identifying Organised Crime Groups (OCG)	Serious Crime & Tactical Group (SCTG)	Kent Police All Partners	Ongoing
1.2	Number of My Community Voice/Twitter & Facebook posts updating residents on crime trends and where positive arrests have been made in relation to acquisitive crime, crime trends and serious violence	Kent Police SDC	All Partners	Ongoing
1.3	Work with Violence Reduction Unit (VRU) on reducing the number of serious violence and including joint projects to address certain crime types such as knife crime	VRU	CSU All	Ongoing
1.4	CSU to offer reassurance and follow up visits following burglary and vehicle crime, including free giveaways to protect cars, out buildings. Greater use of Community Warden resource in follow up visits in communities where CWs are based	CSU KCC Wardens	PCSOs	Ongoing

1.5	Serious Violence Duty to be added to the Serious Crime & Tactical Group (SCTG) to discuss specific crime types such as Specific types of crime such as homicide, knife crime, robbery and gun crime, and areas of criminality where serious violence or its threat is inherent, such as domestic abuse, sexual offences, gangs, county lines and drug supply and take forward actions including an Needs Assessment	Kent Police	All	Monthly
1.6	Analytical data to be provided by Kent Police on acquisitive crime and violent crime to look at crime trends/offenders for the partnership and SCTG to take forward	Kent Police SCTG	All	Monthly
1.7	Child Centred Policing Team to develop and promote a schools programme on Serious & Violent Crime	Kent Police VRU	CSU	Sept 2024

Anti-Social Behaviour including Environmental Crime

ASB accounts for the second largest recorded issue when compared to individual crime types in the District. Figures show 1,221 recorded incidents of ASB occurring within the District were reported to Kent Police. The District had the lowest number of ASB reports in Kent even though there was an increase of 11.6% (127 reports).

The CSU Daily tasking's meetings dealt with 420 ASB/Community Safety calls from October 2021 - September 2022. This is a decrease of 8 calls (1.9%) compared to same period last year. All actions were followed up and residents were kept updated in all actions unless they had been reported anonymously. SDC, Police, and West Kent Housing attend the CSU daily tasking on a daily basis. The CSU has continued meeting daily even though Police implemented changes to the CSU from 1 June 2023.

Recorded incidents of anti-social behaviour were higher in the period from October 2022 until September 2023. The total number of ASB reports received by the Council during October 2022 and September 2023 equals 88 calls. This is 2 less calls than the same period last year, when 90 calls were received, which equates to a 2.2% decrease in calls received. Sevenoaks Town & St Johns had the highest number of reports of anti-social behaviour to the District Council with 10. Dunton Green & Riverhead and Swanley Whiteoak was 2nd highest with 9.

The highest type of anti-social behaviour reported is Nuisance Behaviour with 31 reports. This is followed by Vehicle related nuisance. Calls by type are always higher than reports received as residents can report more than one type at a time.

During the period of October 2022 and September 2023, 39 Anti-Social Behaviour warning letters and 46 Acceptable Behaviour Agreement contracts were issued to named individuals. 6 Acceptable Behaviour Agreement Breach letters were also served.

There have been 10 Community Protection Warnings served and 6 Community Protection Notices served.

A PSPO (Public Spaces Protection Order) public consultation was undertaken for The Vine, Sevenoaks in regards to consistent ASB. As a result, the public consultation response was overwhelmingly positive in terms of supporting the introduction of the PSPO and the order will be brought into force in early 2024. At the time of writing this there is a current PSPO consultation out for vehicle nuisance in Halstead and if approved will be implemented in May 2024.

SDC CCTV

From 1 October 2022 to 30 September 2023 the CCTV Control Room at Sevenoaks District Council assisted the police with 91 arrests for this period. They also dealt with 2,889 Emergency Out of Hour calls, 8 unauthorised encampments, 1 mental health safeguarding case and 139 Missing people and vulnerable persons.

West Kent Housing

From 1 October 2022 – 30 September 2023 WKHA received 1091 complaints of antisocial behaviour and other community safety related matters. This is an increase of 10% over the same period for the previous year.

SDC Environmental Health

Between 1st October 2022 and 30th September 2023, the Environmental Protection Team received 1,086 service requests relating to issues within Sevenoaks District, this is 13 less than the same period last year, a 1% decrease. Of the 1,086 Service Requests received by Sevenoaks, 470 relate to matters associated with noise and 616 relate to non-noise related service requests such as dog fouling, accumulations and other anti-social activities.

SDC Direct Services

SDC received 357 reports of abandoned vehicles for the period October 2022 – September 2023. This is a 60.18% increase compared to the same period in the previous year. Of the 357 reported vehicles only 2.2% (8 vehicles) were genuinely abandoned and required removal. Last year's percentage of vehicles removed against number reported was 6.5%.

Graffiti

Graffiti reports to the Council have decreased by 17 reports this year with 40 recorded incidents (incl offensive). There were 6 offensive graffiti reports between October 2022 and September 2023 all of which were removed within the 48 hour deadline set by Sevenoaks District Council.

KCC Community Wardens

A valued element of the Community Warden role remains the uniformed presence which helps build community confidence and reassurance by reducing crime, the fear of crime, deterring ASB, improving access to local authorities and fostering social inclusion. The warden's overriding objective remains '*to create safer and stronger communities*'. They work closely with/on behalf of other operational units within KCC and Community Safety Partners to address a wide range of issues. However, following approval from KCC's Cabinet in February 2024, the budget for the wardens service will be reduced by 50% over the next two years, which will see the warden service move to a more geographically targeted service based on local needs in both rural and urban communities.

ASB incl Environmental Crime				
	Priority Action	Lead Agency	Other Partners	By When
2.1	Increase number of enforcement interventions and prosecutions for fly tipping using all actionable evidence. Increase the number of partnership, cross border and community working actions in repeat locations.	SDC Direct Services CSU	KCC Wardens PCSOs Housing Assoc	March 2025
2.2	Increase the number of referrals from partners to the District Contextual Safeguarding Meeting (DCSM) for young people and Community MARAC (Multi-Agency Risk Assessment Conference). This will include talking and working with partner agencies on how to refer	KCC Youth Services Kent Police	KCC Youth Offending Services Probation Services Mental Health Schools All Partners	March 2025
2.3	Reduce the number of young people entering the Criminal Justice System for the first time	All Partners		March 2025
2.4	Continue to set up Task and Finish Groups to deliver a focused approach to reducing repeat ASB and use ASB Powers through the 2014 ASB Act where appropriate such as Closure Orders, Community Protection Notices and Criminal Behaviour Orders. Invite Community Wardens to Task & Finish Groups where issues pertain to their home communities. Team members have a great breadth of knowledge (issues, useful local stakeholders etc) that would enhance the partnership approach and ensuing actions.	CSU	All	March 2025
2.5	Partnership Activities in line with National & International events for example ASB Awareness Week 1-7 July 2024 National Hate Crime Awareness Week 14-21 October 2024 Euros June 2024	Police WKHA/Moat Housing SDC	All Partners	March 2025

2.6	Number of community safety events either attending on behalf of another organisation or arranged by CSU	CSU	Police KCC Community Wardens Housing Assoc	March 2025
2.7	Number of site visits and task and finished groups attended to address ASB	CSU		March 2025

Domestic Abuse incl Stalking & Harassment

Please note: Domestic Abuse incidents are not reported as violence against the person. If there has been no violence recorded. For example, if there was a verbal altercation, this would be recorded as a Domestic Abuse Incident and not Violence against the Person and that is why the numbers are different.

It is important to remember that these figures are only representative of domestic abuse that was reported to the Police and it is widely recognised that there is a figure of domestic abuse, which remains unreported. The Domestic Abuse Act 2021 has given more powers and increased responsibility to the Police, Courts and local authorities for the protection of victims of domestic abuse.

Domestic Abuse incidents in the Sevenoaks District have decreased by 419 crimes (16.8%). The District has the lowest number of Domestic Abuse incidents in the county (071)², Please note: Domestic Abuse incidents are not always reported as violence against the person, if there has been no violence recorded.

Sevenoaks District Council and the CSP fund a number of projects to address domestic abuse, including:

- 12-week Freedom Programme runs 6 x a year including 2 evening sessions and 3 x 12 week Recovery Tool Kit, which is a follow on from the Freedom programme. On average 8-10 women attend these programmes.
- Community Domestic Abuse Perpetrators Programme runs weekly on a Wednesday evening. For this time period the programme is run online with an average of 8 men attending weekly. The programme is a rolling programme that runs for 27 weeks.
- DAVSS (Domestic Abuse Voluntary Support Services) provides a support service for low and medium risk victims. In the period 1 October 2022 to 30 September 2023, they supported the following number of people in the Sevenoaks District – previous assessments have shown statistics at a West Kent level.

² Apparent inconsistency in annual figures arises from the classification of ‘incident’. Domestic abuse ‘incidents’ are not necessarily violent and can refer to verbal disputes which have been reported to Kent Police; as such, not all incidents make it into statistics for violence against the person.

Oct 21-Sept 23	Oct 2022 - Dec 2022	Jan 2023 - March 2023	April 2023- June 2023	July 2023 - Sept 2023	Total
Referrals (Total, including Men)	75	65	59	58	127
Referrals (Men)	2	2	2	2	8
Children supported	113	119	79	80	391
Repeat cases	4	7	7	6	24
Total of volunteer case work hours	1099	1153	831	Not recorded	3083

Look Ahead belongs to a consortium of organisations called Kent Integrated Domestic Abuse Service (KIDAS). Between 1 October 2022 to 30 September 2023, they received the following referrals:

Oct 22-Sept 23	
IDVA referrals	334
Refuge referrals	31

Look Ahead continue to work in partnership with Police and the Vit Pro team. This service supports victims who were repeat or hard to reach and non-engagers. Look Ahead currently run two support programmes currently Own My Life and Phoenix. There were over 90 participants in these programmes during the reporting period.

There were 904 reports to Police for stalking and harassment for the Sevenoaks District. This is a decrease of 275 compared to the same period last year (Oct 2021- Sept 2022. Protection Against Stalking (PAS) provided the following update for use of their full advocacy and short-term support services:

	Jan - Mar 23			Apr - Jun 23			Jul - Sep 23		
	Full Advocacy Support	Short Term (Initial Support & Safety Advice)	TOTAL	Full Advocacy Support	Short Term (Initial Support & Safety Advice)	TOTAL	Full Advocacy Support	Short Term (Initial Support & Safety Advice)	TOTAL
Tunbridge Wells	12	32	44	13	27	40	12	21	33
Sevenoaks	12	21	33	8	17	25	11	19	30
Tonbridge and Malling	7	12	19	20	29	49	9	30	39

Maidstone	18	55	73	10	40	50	20	62	82
Dartford	6	8	14	8	30	38	10	39	49
Gravesend	0	1	1	8	42	50	8	37	45
Sub total	55	129	184	67	185	252	70	208	278
Rest of Kent	14	31	45	17	40	57	5	43	48
Outside of Kent	5	100	105	10	71	81	6	69	75
Outside of UK	0	8	8	0	2	2	0	3	3
Total	74	268	342	94	298	392	81	323	404

Domestic Abuse incl Stalking & Harassment

	Priority Action	Lead Agency	Other Partners	By When
3.1	Support national campaigns including: International Women's Day 16 Days of Action Deliver a Conference within the 16 Days of Action	DAVSS WK Domestic Abuse Forum KCC Commissioned Service	All Partners	On Going
3.2	Work with DAVSS & Look Ahead to ensure that all victims of domestic abuse can receive support	DAVSS	WK Domestic Abuse Forum	March 2025
3.3	Support the Kent DA Steering Group and its sub groups to develop and deliver work in support of the Domestic Abuse Act 2021	West Kent DA Forum KCC Commissioning Team	All Partners	On Going
3.4	Delivery of funded programmes including Freedom Programme, Community Domestic Abuse Perpetrators Programme, Recovery Tool Kit and DAY programme in schools.	CSP	DAVSS PAS Look Ahead	Ongoing
3.5	Take forward actions from the West Kent Domestic Abuse Conference held in December 2023 tackling services for young people and addressing the effects of abuse for young people	West Kent DA Forum LookAhead PAS DAVSS	Housing Associations Kent Police	Ongoing

Domestic Abuse incl Stalking & Harassment

	Priority Action	Lead Agency	Other Partners	By When
3.6	Achieve DAHA accreditation for the Council in partnership with the CSP and other partners	SDC CSU SDC Housing	Housing Associations	June 2024
3.7	Deliver safe packages for PAS clients to include personal alarms, window lock, safety information	CSU	PAS	May 2024
3.8	Deliver awareness training on stalking and harassment to local community groups and practitioners	PAS	West Kent Domestic Abuse Forum	On Going
3.10	Work with Domestic Abuse Services, Kent Police and Protection against Stalking on tackling Forced Marriages, Female Genital Mutilation and Honour Based Violence and link with the Serious Crime Duty	DAVSS LookAhead Police PAS	West Kent Forum CSU	December 2024

Safeguarding including Young People, Adults at Risk, Child Sexual Exploitation, Modern Slavery, Human Trafficking, Prevent, Care Act and Mental Health

Safeguarding includes Young People, Adults at Risk, CSE, Modern Slavery, Human Trafficking, Prevent, Care Act, Missing Children and Mental Health.

Legislation places a statutory duty on local councils as well as some of the other partner agencies to protect the vulnerable under these crimes. It is also a major contributor to the Kent Police Strategy and is considered a community concern.

The cost of living, the subsequent war in Ukraine and consequential energy challenges, followed by rising inflation and interest rates, have added to the mounting concern and resulted in large scale government interventions. The cost of living crisis is putting more people at risk of crime. This includes those being exploited by criminals (for example young people being groomed to carry drugs, used to launder criminal money or sexually exploited).

Human Trafficking and Modern Slavery

For the period of 01/10/22 - 30/09/23, Kent Police recorded 4 Modern Slavery & Human Trafficking related investigations in the Sevenoaks District.

Child Sexual Exploitation (CSE)

There were 3 reports of CSE in the Sevenoaks District. The Community Safety Manager continues to be a CSE Champion for the CSP and District Council.

Prevent

There have been 4 referrals to the Kent Channel and Prevent Multi-Agency Panel, which have been progressed to ensure a multi-agency approach to identify and support individuals at risk of being drawn into terrorism. The Channel Panel is an early intervention scheme that supports people who are at risk of radicalisation and provides practical support tailored to individual needs. It can help people to make positive choices about their lives.

Child Grooming: Model type

Within Kent, the predominant 'Model' type experienced is the 'Inappropriate Relationship', where child grooming involves an offender having an inappropriate amount of power or control over a young person, due to a large age gap, or a disparity in wealth or status. Similarly to the relationship model, the young person may believe that they are in a loving relationship, whereas they are actually being manipulated by the person they are with.

Child grooming isn't limited to any one medium, with child grooming online becoming more common. However, other types of 'Model' experienced also include, 'Gangs', 'Peer to Peer' and 'Trafficking', but to a much lesser extent. There have been occasions in Kent where females who have initially been highlighted as potential victims have later come to notice as facilitators and potential perpetrators of CSE.

Adults at Risk

When a person goes missing from their care home or home Kent Police will complete an At Risk of Going Missing Form which will be completed with the details of location found, any medical history and contact details for their GP and family contact with a recent photo. Should they go missing again this information can be sent to officers to assist in the fast locating of the person.

There were 1029 reports across the District to KCC Social Services of Adults at Risks/Concerns.

Vulnerable Young People

The DCSM (District Safeguarding Contextual Meeting) is held every month and from the period 1 October 22- 30 September 23 over 50 young people and locations have been discussed by partner agencies. The Police new structure has a child centered policing team and figures for them will be available in next year's assessment.

Mental Health

The CSU daily tasking's have seen an increase in mental health in ASB and Domestic Abuse cases. The number of people sectioned under 136 between 1 October 2022 – 30 September 2023 was 12, a decrease of 8 compared to same period in the previous year and lowest in the County.

Safeguarding including Young People, Adults at Risk, Child Sexual Exploitation, Modern Slavery, Human Trafficking, Prevent, Care Act and Mental Health

	Priority Action	Lead Agency	Other Partners	By When
4.1	Work with agencies from the Youth Mentoring Plus Programme. Investigate funding streams for this work to continue.	SDC	All Partners Town & Parish Councils	On Going
4.2	Support the Health & Wellbeing Action Team to deliver their actions to address Mental Health	CSU	All Partners	On Going
4.3	KCC Prevent Team to deliver training to partners and businesses on Counter Terrorism	KCC Prevent Team	CSU	March 2025
4.4	Police to provide an analytical product on Modern Slavery and Human Trafficking every quarter so that the Partnership can help take action to address this. Work on action days through evidence provided	Police SCD	CSU All	March 2025
4.5	Attend Channel Panels where appropriate and provide support to individuals when required and Promote the Prevent Strategy within the community via Social Media etc.	CSU KCC Prevent Team		March 2025
4.6	Work with Adults at Risk and sign post to appropriate services including HERO, Social Services, Private Sector Housing, Kent Police, Community Wardens & Peabody.	PCSO Vulnerable Adults	CSU All Partners	On going
4.7	Work with partner on national campaigns such as National Safeguarding Week in December 2024	KCSMP KMSAM	CSU	December 2024

Violence against Women & Girls (VAWG)

Violence against women and girls is a national priority, and we share the national commitment to ensure women and girls are safe. The Kent Police and Crime Commissioner’s Police and Crime Plan entitled ‘Making Kent Safer 2022- 2025’ includes VAWG as a priority. In addition, the Kent Police and Crime Commissioner (PCC) established a Violence Against Women (VAWG) inquiry report was published in the summer of 2022. The Victim’s Panel was set up to support the inquiry, and their work continues to inform strategy development. Key themes from the panel includes victims feeling as traumatised, if not more so, by the criminal justice process as the crime(s) themselves, a perception there was no consideration or flexibility to work around victim’s life, with the victim expected to work on the system’s terms and a common belief that there is unconscious bias at work.

VAWG is at the core of the Kent Police control strategy. This can broadly be broken down into four key areas: prioritising prevention, supporting victims, pursuing perpetrators and a stronger system. The CSP have an important part to play. Awareness of VAWG criminality, such as Stalking and Child Sexual Exploitation, should be raised within the CSP, electorate and the wider community. Access to victim support services should be explored and promoted. Schemes like Best Bar None should be reinforced in order to reduce VAWG offending in the night time economy.

Breakdown	Recorded Offences/Incidents					County Position	
	This Year	Last Year	% Change	No. change	Direction	21/22	22/23
Total VAWG	1636	1992	-17.9%	-356	▼	1	1
Domestic Abuse related	909	1162	-21.8%	-253	▼	2	1
Non-Domestic Abuse related	727	830	-12.4%	-103	▼	1	1

The CSU (Police & SDC) completed 3 VAWG walks in Swanley, New Ash Green and Edenbridge to talk to women about feelings of safety and any improvements that could be made. Most that were spoken to say they felt safe, but enquired about more lighting in some areas which were all passed to KCC Highways.

A West Kent VAWG Group for Public Spaces was set up in May 2023 and are now having regular meetings every quarter and have an action plan. A joint consultation was going out in December 2023 to address local concerns. This will be followed by a school consultation as well.

Violence against Women & Girls (VAWG)				
	Priority Action	Lead Agency	Other Partners	By When
5.1	Following the public consultation for VAWG in Public Spaces, review the responses and deliver on the action plan for the West Kent VAWG Group to take forward	West Kent VAWG Group	All Partners	March 2025
5.2	Deliver a rolling programme of VAWG Walk and Talks across the District	Kent Police CSU	All Partners	March 2025
5.3	Work with agencies to deliver defence classes for women and girls across the District	CSU	All Partners	March 2025
5.4	Deliver an action plan for the 16 days of no violence and addressing Domestic Abuse and VAWG in November to include a white ribbon video	CSU	DAVSS PAS Look Ahead	November 2023
5.5	Consultation on VAWG to be done throughout the schools and delivered via the Child Centered Police Team	Kent Police CSU	All Partners	Sept 2024
5.6	Work within schools on healthy relationships	Kent Police DAVSS	CSU	Sept 2024
5.7	Deliver Training on VAWG for partners and keep website up to date	CSU	Kent Police	March 2025

Business Crime

Kent Police reported shoplifting for Sevenoaks District showed 579 offences of shoplifting. This is an increase compared to the same period last year (1 Oct 22- 30 Sept 23) of 106 crime (22.1).

The Safer Towns Business Crime Partnership also saw an increase of shoplifting offences from Sevenoaks retail high street stores. Using Kent Police own website crime figures, incidents recorded show an increase of 34 shop thefts (22%) compared to last year's reporting period.

By comparison, the Swanley shopping area of St Mary's has also seen an increase in shoplifting activity recording a figure of 21 additional reports (46%), while White Oak only increased by 6 (2%).

Burglary Business & Community also saw an increase of 15 crimes compared to same period as last year with 128 recorded crimes (13.3%)

A Business Crime meeting was set up by Kent Police in October 2023 and meets regularly with local businesses, retailers and other local partners.

Business Crime				
	Priority Action	Lead Agency	Other Partners	By When
6.1	Business Crime meeting to be District wide to include all Towns a Parishes where retail/shoplifting is a crime	Kent Police Safer Town Partnership	CSU	March 2025
6.2	Use the Community MARAC to educate, support and use enforcement of perpetrators of Shoplifting through referrals from businesses and Safer Towns Partnership	Safer Towns Partnership Local Businesses	Kent Police CSU	March 2025
6.3	Increase number of prosecutions for repeat offenders to include Criminal Behaviour Orders	Kent Police	Local Businesses	March 2025
6.4	Increase number of members into the Safer Towns Partnership	Safer Towns Partnership	CSU	March 2025
6.5	Respond to ASB issues through the Daily Tasking where retailers have been affected	CSU	All Partners	March 2025

Drugs & County Lines

Drugs

Drug offences have increased from 151 to 201 an increase of 50 reports. The District remains the lowest in the County for Drug reports. There is a high number that is also under reported of drug offences.

There has been an increase of young people reported using drugs and especially the gas canisters and the CSU are working with agencies and schools that bring into line the new legislation and law around misuse of nos canisters.

Kenward Trust is funded by the CSP and continue to do outreach work across the District. The focus in 2024/2025 is to continue to support young people caught up in exploitation, grooming and gang culture. With the continued work of reducing ASB and Substance misuse the teams see over 350 young people each quarter and build up good relationships with hard to reach young people.

The team went to all locations that was identified by the CSU to support the young people.

CGL work closely with a range of partner agencies to improve outcomes for substance misusers. Greensands, a supported housing project in Sevenoaks, is assisted by CGL through the provision of group work and peer support to residents for their substance misuse. A joint working programme has also been developed with West Kent Mind to deliver CGL programmes on a weekly basis and a bi-weekly drop in and referral service for Mind service users. This will facilitate better access to drug and alcohol services for these clients.

Addaction are commissioned by Public Health to deliver services to young people.

County Lines

Over the past year there has been a number of County Lines identified in the District, which is naturally linked to gang and gang culture, which is seen by some young people as a “status”. The CSP has been working with the Violent Reduction Unit in working with young people in County Lines and support groups that can be referred to. In September 2022 the CSU received £18k to tackle County Lines and work with young people.

Drug Misuse and County Lines				
	Priority Action	Lead Agency	Other Partners	By When
7.1	Deliver outreach work to designated areas to address substance misuse using CSU reports via the Daily Tasking	Kenward Trust	CSU Schools Youth Groups	March 2025
7.2	Provide training for front line workers on County Lines & Drug	Kenward Trust VRU Kent Police	CSU	Dec 2024
7.3	Through the VRU Funding deliver on activities to reduce county lines, drugs and violent crime that links in with the Serious Violence Duty	VRU CSU Kent Police	All Partners	March 2025
7.4	Work with the Child Centered Policing Team in joint initiatives in schools (primary and secondary)	Kent Police Kenward Trust VRU	CSU	March 2025
7.5	Police, Wardens and Housing Associations to continue to gather intelligence on local County Lines so that positive action can be achieved and reduce serious violence as per the Serious Violence Duty	Police Housing Associations KCC Wardens	CSU	Ongoing
7.6	Violent Reduction Unit (VRU) to use Community MARAC to make referrals for young people & DCSM	VRU KCC Youth Services	All Partners	On Going

Membership of the Community Safety Partnership and contact details

<p>Sevenoaks District Council Argyle Road Sevenoaks Kent TN13 1GP Tel: 01732 227000 www.sevenoaks.gov.uk</p>	<p>Kent Police 1 Pembury Road Tonbridge Kent TN9 2HS Tel: 01622 690690 www.kent.police.uk</p>	<p>Kent Fire & Rescue Service West Group HQ Sevenoaks Fire Station London Road, Sevenoaks Tel: 01622 692121 www.kent.fire-uk.org</p>	<p>Police & Crime Commissioner Kent Police Headquarters Sutton Road Maidstone ME15 9BZ Tel: 01622 677055 www.kentpa.kent.police.uk</p>
<p>West Kent Health and Care Partnership Dartford, Gravesham and Swanley Health and Care Partnership https://www.kmhealthandcare.uk/about-us/our-system/health-and-care-partnerships</p>	<p>Kent Surrey and Sussex CRC Ltd Maidstone Corporate Centre 3rd Floor, Maidstone House King Street Maidstone Kent, ME15 6AW Tel: 01622 239147 www.ksscr.co.uk</p>	<p>KCC Social Services The Willows, Hilda May Ave, Swanley Kent BR8 7BT Tel: 0300 041 1400 www.kent.gov.uk</p>	<p>Imago 17-19 Monson Road Tunbridge Wells Kent TN1 1LS Tel: 01892 530330 www.imago.org.uk</p>
<p>KCC Early Help & Preventative Service C/o Swanley Youth Centre St. Mary's Road Swanley Kent BR8 7BU Tel 01322 615275 www.kent.gov.uk</p>	<p>Protection Against Stalking Town Hall, Tunbridge Wells Referrals support@protectionagainststalking.org www.protectionagainststalking.org</p>	<p>KCC Community Safety Team Maidstone Fire Station Loose Road Maidstone Kent ME15 9QB www.kent.gov.uk</p>	<p>West Kent Housing Association / West Kent Extra 101 London Road Sevenoaks Kent TN13 1AX Tel: 01732 749400 www.westkent.org</p>
<p>Kenward Trust Kenward Road Yalding, Maidstone Kent ME18 6AH Tel: 01622 814187 www.kenwardtrust.org.uk</p>	<p>MOAT Homes Galleon Boulevard, Crossways Dartford Kent DA2 6QE Tel: 0300 323 0011 Web: www.moat.co.uk</p>	<p>Change Grow Live (Drug and Alcohol Services) 18 Mount Pleasant Road Tunbridge Wells TN1 1QU https://www.changegrowlive.org/westkent/help#contact</p>	<p>DAVSS PO Box 530 Tunbridge Wells Kent TN2 9TB Tel: 01892 570538 Web: www.davss.org.uk</p>

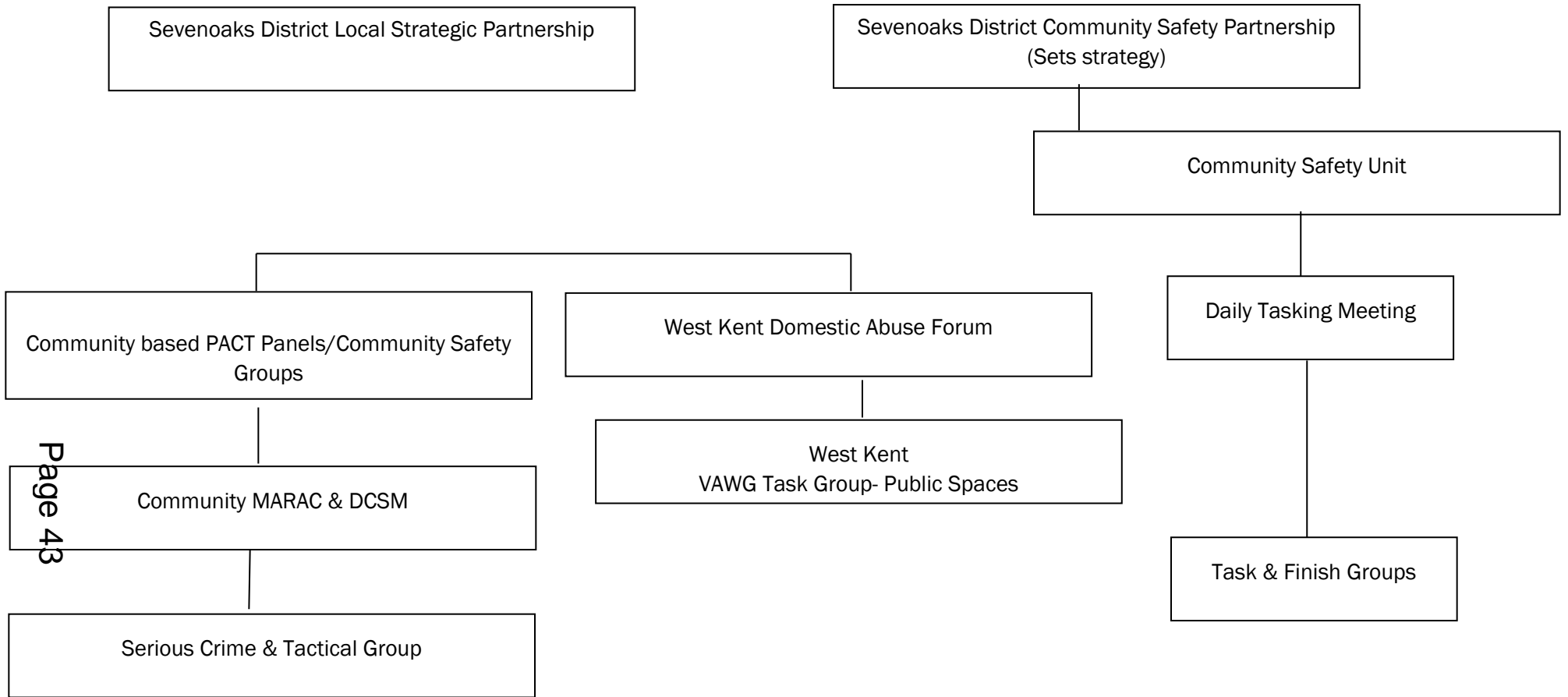
The Community Safety Partnership has direct links to Kent Public Health alongside the Kent Adults Safeguarding Board and the Kent Safeguarding Children Multi-Agency Partnership.

Terms of Reference

The Sevenoaks District Community Safety Partnership's terms of reference aim to:

- Undertake periodic reviews of community safety in the District and disseminate the findings to the public
- Develop a yearly strategy and action plan to tackle community safety in the Sevenoaks District
- Monitor and report progress in meeting the agreed targets and actions
- Secure resources and funding from parent organisations and others for projects to address agreed shared priorities in the Community Safety Action Plan
- Act as a forum for discussion of topical local community safety issues and agree follow up actions if appropriate
- Promote community safety in the District in conjunction with other local organisations and bodies
- Co-ordinate and maintain an overview of all activities relevant to community safety in the District.

Structure and Meetings Sevenoaks District Community Safety Partnership Meetings

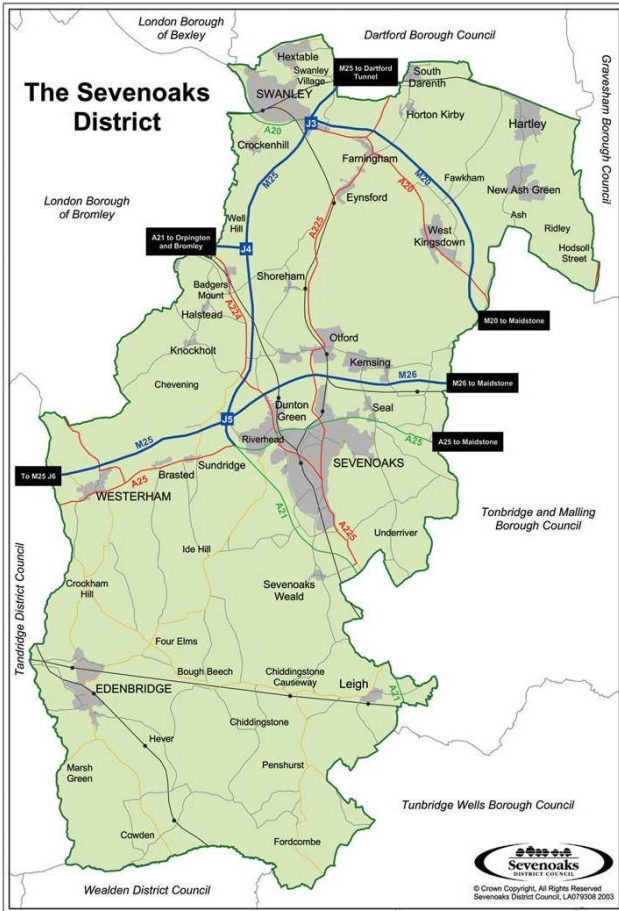


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What is the Sevenoaks District like?

Sevenoaks District continues to be one of the safest places to live in Kent. Sevenoaks is a large District lying to the south east of London with an overall area of just over 143 square miles (370 square km). It is long and relatively narrow measuring 20 miles north-south by about 7 miles east-west. The Thames Gateway lies to the north, Surrey and East Sussex to the west and south and the rest of Kent, including Tonbridge and Tunbridge Wells to the east and south east. Despite adjoining the outer edge of London it is predominantly rural with 93% of the District designated as Green Belt.



Train services to London take just under 30 minutes from Swanley and just under 30 minutes from Sevenoaks.

Sevenoaks District is perceived to be affluent but this masks local pockets of urban and rural deprivation. For example, Swanley St Mary's ward falls within the 10% most deprived wards in Kent and the South East (2015, Indices of Multiple Deprivation).

11.6% of children under 16 (2,465) live in low-income families in receipt of Child Tax Credit where rural deprivation is more isolating than poverty in the towns. The majority of children living in poverty (73.9%) live in lone parent families.

According to the Kent County Council housing led population forecast projections, the population of Sevenoaks District is forecast to grow by more than 13,500 by 2028.

The 2017 mid-year population estimates (Office for National Statistics) show that Sevenoaks District has a population of 119,400 residents and the third lowest population density in Kent measured at 3.1 persons per hectare.

According to Kent County Council the number of people over 65 is forecast to rise by 41.1% by 2036 (10,400 people) and the number of people over 85 is forecast to rise by 97.2% by 2036 (3,500 people).

Enquiries to:

CSU

Sevenoaks District Council
PO Box 183, Argyle Road
Sevenoaks, Kent TN13 1GP
Telephone 01732 227000

E-mail community.safety@sevenoaks.gov.uk



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**PUBLIC SPACES PROTECTION ORDER – LONDON ROAD, HALSTEAD
PEOPLE & PLACES ADVISORY COMMITTEE – 5 March 2024**

Report of: Deputy Chief Executive and Chief Officer People & Places

Status: For Approval

Also considered by: Cabinet – 14 March 2024

Key Decision: No

Executive Summary: On 14 December 2023, Cabinet agreed to consult the public on a proposal to introduce a new Public Spaces Protection Order (PSPO). The creation of bespoke PSPOs provides officers and partners (Kent Police) with an additional tool on top of existing powers and legislation to tackle specific issues of antisocial behaviour. The consultation responses show there is public support for all measures, whilst providing an insight into the views of the public as well as Government's recommended position when implementing PSPOs. This report summarises the results of the statutory public consultation and seeks approval for the introduction of the PSPO measures and Order.

This report supports the Key Aim of: The Sevenoaks District Community Safety Partnership Plan and Community Plan

Portfolio Holder: Cllr Lesley Dyball

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

Recommendation to People and Places Advisory Committee

- a) To note the contents of the report and the outcome of the public consultation.
- b) To support the recommendation to Cabinet for the implementation of a Public Spaces Protection Order (PSPO) and its measures at London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road as shown in Map area, for a period of up to 3 years.

Recommendation to Cabinet

- c) To note the contents of the report and the outcome of the statutory 6-week public consultation.
- d) To approve the implementation of a Public Spaces Protection Order (PSPO) and its measures at London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road as shown in Map area, for a period of up to 3 years, with effect from 1 May 2024.

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Introduction and Background

1. Officers from agencies such as Sevenoaks District Council, Kent Police, Met Police and Bromley Council have used evidence and professional judgement to develop this proposed PSPO and have considered all issues/areas against the stated test process. Over the past 18 months following other PSPOs introduced in areas such as Dartford and Southend car meets have unfortunately moved into the Sevenoaks District/Bromley Border of Hewitts Roundabout and London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road.
2. From 1 October 2022 to 12 October 2023 there have been 20 reports to Police regarding car meets and nuisance vehicles at London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road and the CSU have received over 15 reports including 6 in the last 2 months. The incidents occur sporadically and late at night into the early hours making the Policing of the location difficult.
3. From Met Police, especially Hewitts Roundabout they have supplied the following:-

With regards to reports this is a tricky one due to it being on the border of KENT and the way the 101/999 calls are routed and also the different locations given by everyone that calls in. Going back through emails and the What's app group we set up with the local residents I would take an educated guesstimate based on the following.

Despite the Met seemingly closing down the larger gatherings due to the operations our team has put together there is still a hard-core few who attend this location on a regular basis.

Based on our intel apart from a short period in the summer when they were completing the road works we have received a steady flow of calls and reports to the location mainly on a Friday, Saturday or Sunday evenings.

Met Police have had approx. 260 calls from multiple residents

Met Police have issued 172 - Section 59s and 232 CPWs to drivers and passengers all with restrictions not to return to the area. This is based on video footage sent in and also officers in attendance.

Met Police and Bromley Council have been trying to get a Camera installed for many months but seem to have hit a wall over ownership of the lampposts and weight of the cameras, plus power supply issues.

Both Kent and Met Police do routinely deploy units to visit the area on a Thursday, Friday and Saturday evenings.

4. A multi-agency meeting was set up to address the concerns that was raised by residents reporting to Sevenoaks District Council, Kent Police, Met Police and Bromley Council.
5. The Anti-social Behaviour, Crime and Policing Act 2014 placed a new duty on the Council to tackle Anti-social Behaviour (ASB), working co-operatively with the Police, social landlords and other agencies. The Act put victims at the heart of the response to ASB and was intended to give professionals the flexibility they needed to deal with any given situation.
6. Public Spaces Protection Orders (PSPOs) were one of a number of new tools contained within the Act and were intended to deal with a particular nuisance or problem in a particular area that was detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. They were designed to ensure the law-abiding majority could use and enjoy public spaces, safe from anti-social behaviour.
7. Councils are responsible for making the PSPO, although the Police also have enforcement powers. District Councils take the lead in England with county councils undertaking the role only where there is no district council. The power is not available to parish councils or town councils.
8. The PSPOs have replaced dog control orders, designated public place orders (also known as Alcohol Control Zones) and gating orders.

The requirements of a PSPO

9. The Council can make a PSPO on any public space in its own boundary area. The definition of a public space is wide and includes any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission, for example a shopping centre. It does not just apply to land owned by the District Council but to any open space anywhere in the district (even land owned by parish councils or Kent County Council).
10. Before making a PSPO the Council must consult with the local police. This is an opportunity for the Police and Council to share information about the area and the problems being caused as well as to discuss the practicalities of enforcement. In addition, the owner or occupier of the land should be consulted as well as community representatives as appropriate.

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11. PSPOs are not about stopping responsible people from using publicly accessible land and this PSPO is not to exclude young people attending The Vine, but to provide Local Authorities and other Local Government departments with the means to help deal with persistent issues, which can be damaging to local communities.
12. In addition to the specific statutory consultation requirements, the Council has to adhere to the publication requirements which form part of the Anti-Social Behaviour, Crime and Policing Act 2014 (Publication of Public Spaces Protection Orders) Regulations 2014 ("The regulations"). These specify both advertising requirements and the need for notification to be placed on land affected.
13. The test for a PSPO is designed to be broad and focus on the impact anti-social behaviour is having on victims and communities. A PSPO can be made by the Council if they are satisfied on reasonable grounds that the activities carried out, or likely to be carried out, in a public space:
 - have had, or are likely to have, a detrimental effect on the quality of life of those in the locality;
 - is, or is likely to be, persistent or continuing in nature;
 - is, or is likely to be unreasonable; and
 - justifies the restrictions imposed.
14. The Statutory Guidance for frontline professionals on the Anti-social Behaviour, Crime and Policing Act 2014 advises that

'the council should give due regard to issues of proportionality: is the restriction proposed proportionate to the specific harm or nuisance that is being caused? Councils should ensure that the restrictions being introduced are reasonable and will prevent or reduce the detrimental effect continuing, occurring or recurring. In addition, councils should ensure that the Order is appropriately worded so that it targets the specific behaviour or activity that is causing nuisance or harm and thereby having a detrimental impact on others' quality of life. Councils should also consider whether restrictions are required all year round or whether seasonal or time limited restrictions would meet the purpose.'
15. In relation to groups hanging around/ standing in groups/ playing games, the guidance advises as follows

'It is important that councils do not inadvertently restrict everyday sociability in public spaces. The Public Spaces Protection Order should target specifically the problem behaviour that is having a detrimental effect on the community's quality of life, rather than everyday sociability, such as standing in groups which is not in itself a problem behaviour.'

Where young people are concerned, councils should think carefully about restricting activities that they are most likely to engage in. Restrictions that are too broad or general in nature may force the young people into out-of-the-way spaces and put them at risk. In such circumstances, councils should consider whether there are alternative spaces that they can use.

People living in temporary accommodation may not be able to stay in their accommodation during the day and so may find themselves spending extended times in public spaces or seeking shelter in bad weather. It is important that public spaces are available for the use and enjoyment of a broad spectrum of the public, and that people of all ages are free to gather, talk and play games.'

16. A single PSPO can include multiple restrictions and requirements in one order. It can prohibit certain activities, such as the drinking of alcohol, as well as placing requirements on individuals carrying out certain activities, for instance making sure that people walking their dogs keep them on a lead.
17. Should the PSPO be implemented, the Council will work with the Police to ensure that front-line officers are aware of the power and how to use it, to maximise the impact of the PSPO.
18. A breach of the PSPO is a criminal offence, which can be dealt with, either by way of a fixed penalty notice (FPN) or prosecution. If prosecuted, an individual could be liable for a fine.
19. The maximum duration of a PSPO is three years but they can last for shorter periods where appropriate. At any point before expiry the council can extend a PSPO by up to three years if they consider that it is necessary to prevent the original behaviour from occurring or reoccurring. If a new issue arises in an area where a PSPO is in force the council can vary the terms of the order at any time. This can change the size of the restricted area or the specific requirements or restrictions. As well as varying the PSPO, a council can also seek to discharge it at any time.

Results of the Public Consultation for the proposed PSPO for London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road

20. In accordance with the statutory guidelines the Council consulted with the Chief Officer of the police as well as the local policing body for the affected areas, and they have confirmed their agreement to the introduction of the PSPO.
21. Following agreement by Cabinet on 14 December 2023 to carry out consultation on the introduction of new Public Spaces Protection Order the public consultation formally opened on Thursday 28 December 2023 and closed on midnight on Thursday 25 January 2024. The public were asked to

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provide views on the introduction of measures to address motor vehicle nuisance that can have a detrimental effect on the local community.

22. Public consultation was carried out in a number of ways to give the public as much opportunity to express their views and included:
 - Access to all documentation and an online questionnaire via the Council's website
 - Access to hard copies of documentation and downloadable paper copies of the questionnaire that could be posted to the Council (or emailed)
 - Consultation with key stakeholders such as Kent Police and Parish Councils
 - Communication via face book, twitter and the Council website
23. There were 113 responses received in total and all from the online questionnaire.
24. The PSPO consultation results are presented as a general overview with recommendations and individual tables of results provided in more detail under this. The outcome presented an overwhelming support for the PSPO. There is further information in Appendix 1.
25. Local Government Association (LGA) guidance for councils suggests that the consultation process should assess the appropriate balance for any proposed new measures ensuring they are supported and appropriate. The public consultation undertaken by the Council demonstrates that the public supported all measures. These are:
 - i. Action 1: 98.23% of the responses supported Engaging in, promoting, encouraging or assisting in the carrying out of any anti-social behaviour connected to the use of a mechanically propelled vehicle including but not limited to a car cruising event in or on London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road
 - ii. Action 2: 96.16% of the responses supported Sounding horns or playing loud music
 - iii. Action 3: 98.23% of the responses supported revving engines
 - iv. Action 4: 98.23% of the responses supported Causing danger to other road users (including pedestrians)
 - v. Action 5: 93.81% of the responses supported Causing damage or risk of damage to property
 - vi. Action 6: 98.23% of the responses supported Exceeding the permitted

speed limit or racing

- vii. Action 7: 96.46% of the responses supported performing stunts (including but not limited to performing doughnuts, skidding, handbrake turns, wheel spinning)
 - viii. Action 8: 96.46% of the responses supported Being verbally abusive, swearing or intimidating members of the public.
 - ix. Action 9: 98.23% of the responses supported Causing obstruction of a public highway or publicly accessible place (whether by moving or stationary vehicles or otherwise).
 - x. Action 10: 98.23% of the resources supported Engaging in, promoting, encouraging, or assisting in the use of mechanically propelled vehicle which causes or is likely to cause danger to the public in or on London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road
 - xi. Action 11: 98.23% of the resources supported Promoting, organising, or publicising the occurrence of Car Cruising to take place in or on London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road (including but not limited to the use of email, the internet, social media, or any publication or broadcast medium
 - xii. Action 12: 98.23% of the resources supported attending any meeting in or on a London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road either as a mechanically propelled vehicle owner, driver, passenger or spectator where a reasonable person would consider that Car Cruising was taking place or was likely to take place.
26. PSPOs are not the answer for everything – Councils and partners will still need to continually review issues, considering whether there are easier and more effective tools for dealing with motor nuisance, such as; Community Protection Warnings (CPWs), Community Protections Notices (CPNs), targeted responses to individuals with multi-agency support from the Community Safety Unit.
27. When introducing a PSPO, it should be noted that the most robust Orders directly address the detrimental behaviour, rather than activities which may not in themselves be detrimental or which target characteristics that might be shared by some of those responsible (or with the wider public). The Home Office’s statutory guidance reiterates that PSPOs should be used responsibly

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and proportionately, only in response to issues that cause anti-social behaviour, and only where necessary to protect the public.

Other options considered and recommendation

28. The Council could chose not to pursue a PSPO. However, based on the public consultation responses and given the length of time that the nuisance has been ongoing and the detrimental effect the behaviour is having on local residents and businesses, this is not a recommended option.
29. It is therefore recommended to bring the PSPO and its twelve measures into place for the area London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road as listed in the consultation document. However, it should be noted that appropriate interventions will be always be carried out in the first instance to address the issues concerned e.g. through education, prevention, accessing support services, carrying out proactive projects and Community Safety operations to address the issues and using the most appropriate tools, powers and legislation as appropriate when enforcement is required.
30. To strengthen the communications messages around the proposed measures and to set out in detail the protocols around the use and implementation of the PSPO, new signage will be installed along with ongoing media and communications.

Application of the PSPO

31. The LGA guidance on PSPOs states that used proportionately and in the right circumstances, PSPOs allow local areas to counter unreasonable and persistent behaviour that affects the quality of life of its residents. They can send a clear message that certain behaviours will not be tolerated, and help reassure residents that unreasonable conduct is being addressed. It would be the responsibility of the relevant authorised officer to decide the most appropriate and proportionate response to any antisocial behaviour encountered.
32. In conclusion, whilst PSPOs provide a useful tool for addressing ASB which includes motor nuisance there will be alternative ways of dealing with issues on a case by case basis and this will be the case for the measures in the PSPO as well as those excluded from it. The PSPO will act as another tool for authorised officers to use and will help with education messages and positive interventions. The next stage will be to work with the relevant Council departments, Bromley Council, Met Police and Kent Police to develop the relevant protocols as these will clearly define which agency (whether Council officers or the police) will help to educate, prevent and enforce elements of the PSPO and in what circumstances and how.

33. Examples of how alternative methods can be used for both the measures included and not included in the PSPO are described below:
34. The use of Community Protection Warnings (CPWs) and Community Protection Notices (CPNs) can be used to address the motor vehicle nuisance and Sect 59s issued by Police.
35. In terms of performance measures, as FPNs are the action of last resort, we will also collect data in terms of how the Council and other agencies (Kent Police, Met Police etc.) use proactive engagement, education, warnings or signposting to support services in support of the PSPO. Any evidence obtained by the Police must be provided to the Local Authority as the prosecuting authority where a decision will be made by Legal Services in partnership with CSU (as per the National Policing Guidelines on the prosecution for Breaches of CPNs and PSPOs).
36. Where concern has been expressed by the public on resourcing enforcement, clear protocols will be developed with relevant partners and where appropriate, authorised Council officers are trained and supported to promote education messages and prevention interventions, alongside enforcement.

Duration of a PSPO

37. The maximum duration of a PSPO is three years, however, they can last for shorter periods where appropriate. Whilst a PSPO is in place, the Local Authority can extend it by up to three years if deemed necessary to prevent the original behaviour from occurring or recurring. They should also consult with the local Police and any other relevant community representatives. If approved, this PSPO will be reviewed in two years to ensure it remains fit for purpose.

Summary of timelines

38. The latest timeline for the process is set out below:
 - 5 March 2024 – People & Places Advisory Committee
 - 14 March 2024 – Cabinet decision to on whether the PSPO is granted and order signed off.
 - 11 May 2024 - New PSPO implemented in place and communications plan in place and new signage designed.
 - May 2026 - PSPO will be reviewed after 2 years, but can remain in place for up to 3 years

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Key Implications

Legal Implications and Risk Assessment Statement.

The power to make a PSPO is contained in section 59 of the 2014 Act. A local authority can only make a PSPO if it is satisfied on reasonable grounds that the conditions set out at paragraph 1.2.3 have been met.

In deciding whether to make/ extend/ vary or discharge a PSPO, the Council is required to have particular regard to the rights or freedom of expression and freedom of assembly set out in Articles 10 and 11 of the European Convention on Human Rights.

Once the final PSPO measures are agreed the PSPO will need to be published in accordance with the regulations made by the Secretary of State.

The Council needs to ensure that the powers are used in a reasonable, consistent, appropriate and proportionate manner and must comply with the consultation requirements set out in this report.

The area that the PSPO covers must be considered as part of the consultation and data collection, as the Council must evidence that there is a significant nuisance or problem in a specific area that is detrimental to the local community's quality of life.

If we do pursue a new PSPO it will be important to ensure that its scope and the process for introduction is in accordance with the powers and requirements of the 2014 Act. Any challenge to a PSPO would have to be made by an interested person by way of an application in the High Court for permission to seek a Judicial Review. That application must be made within six weeks of the PSPO being made. An interested person is someone who lives in, regularly works in, or visits the restricted area.

A person who receives an FPN due to a breach of PSPO can also challenge the validity of the order. This means that only those who are directly affected by the restrictions have the power to challenge. This right to challenge also exists where an order is varied by a council. Interested persons can challenge the validity of a PSPO on two grounds. They could argue that the council did not have power to make the order, or to include particular prohibitions or requirements.

In addition, the interested person could argue that one of the requirements (for instance, consultation) had not been complied with. When the application is made, the High Court can decide to suspend the operation of the PSPO pending the verdict in part or in totality. The High Court can uphold the PSPO, quash it, or vary it.

The Council will have to take measures to mitigate against these risks by, for example, embarking on a full consultation process, publishing the proposed order and map and

putting in place measures to publicise the PSPO through street signage and an intention to publish the final Order on the Council website in accordance with the act.

The PSPO only significantly affects communities living or working in one ward of the Sevenoaks District. It is therefore not a key decision and is not subject to call in, which means that it can be implemented immediately.

Financial implications

There are limited capital or revenue implications associated with this report. The primary cost if we were to proceed with a PSPO would be installing new signage through the proposed PSPO zone and would be met from existing budgetary provision. This will cost approximately £500-£1000. There may be a staffing resource implication for the District Council for issuing Fixed Penalty Notices and the work associated with this.

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

If we were to work towards introducing a new PSPO this will enable the Council and its partners to utilise additional powers to motor vehicle nuisance within the selected area, helping to increase quality of life and wellbeing in the area affected.

Conclusion

The Council has a duty to do all that it reasonably can to prevent crime and disorder in its area and work towards delivering the objectives of the Sevenoaks District Community Safety Plan. The implementation of any PSPO has been supported by the public consultation and will assist with meeting these requirements of the Community Safety Plan by providing the Council and Police with additional powers to tackle the issues identified. This report seeks approval to implement a PSPO at London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road.

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Appendices

Appendix A - Full Consultation Results

Sarah Robson

Deputy Chief Executive and Chief Officer – People & Places



Public Spaces Protection Order (PSPO) - London Road, Halstead

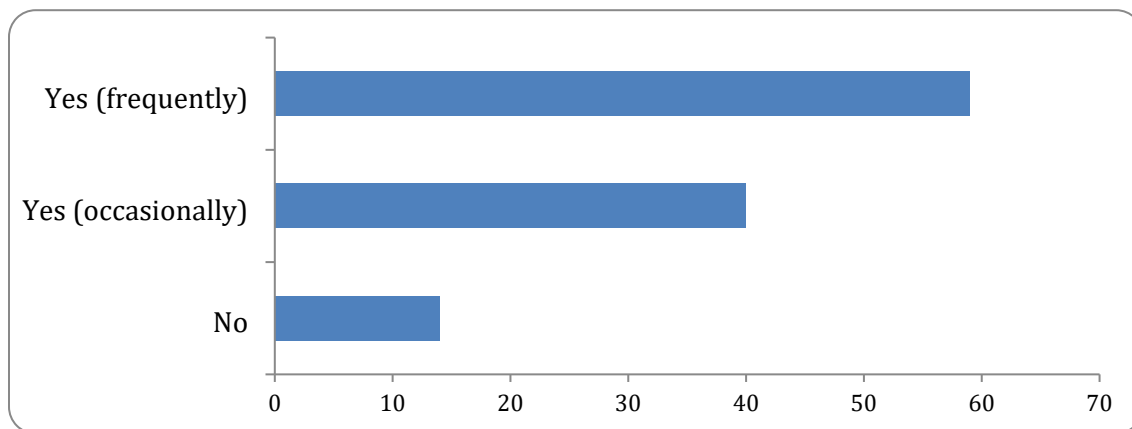
The activity ran from 28/12/2023 to 25/01/2024

Responses to this survey: **113**

1: Do any of the following activities caused by a motor vehicle create excessive noise, nuisance, annoyance, danger or risk of harm to you?

Activities of vehicle nuisance - Motor cycles, quadbikes and other mechanically propelled vehicles that are ridden off road on land other than a road (e.g. side verges, roundabouts))

There were 113 responses to this part of the question.

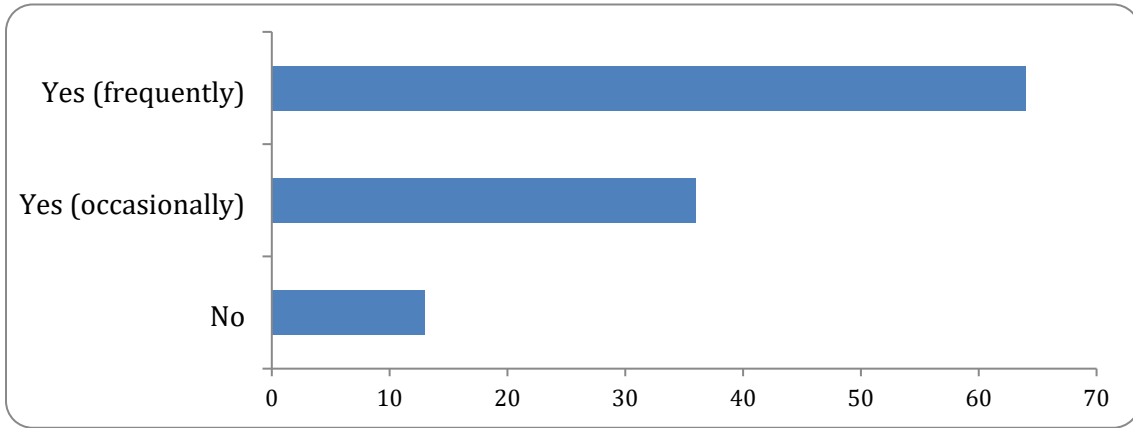


Option	Total	Percent
Yes (frequently)	59	52.21%
Yes (occasionally)	40	35.40%
No	14	12.39%
Not Answered	0	0.00%

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Activities of vehicle nuisance - Gathering and/or causing obstruction on a public highway or in a publicly accessible place or private land, whether moving or stationary for the purpose of displaying vehicles

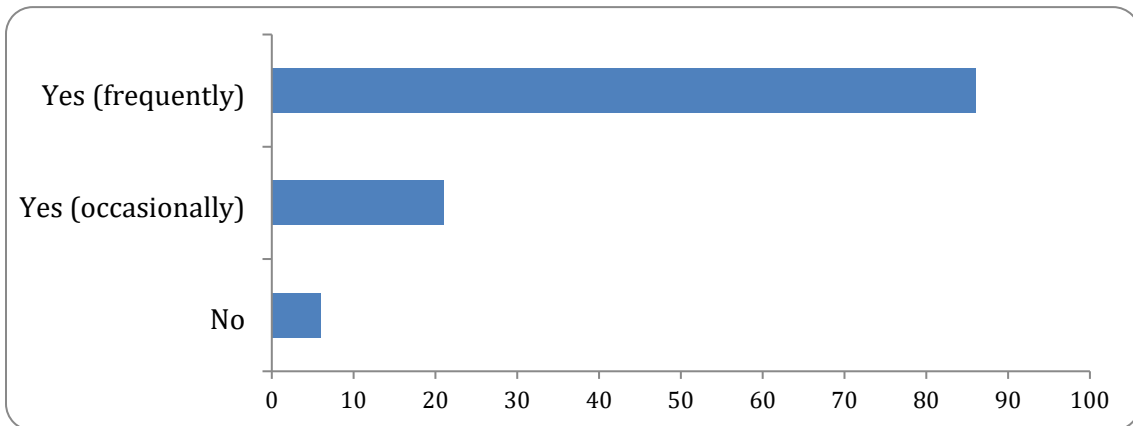
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	64	56.64%
Yes (occasionally)	36	31.86%
No	13	11.50%
Not Answered	0	0.00%

Activities of vehicle nuisance - Speeding

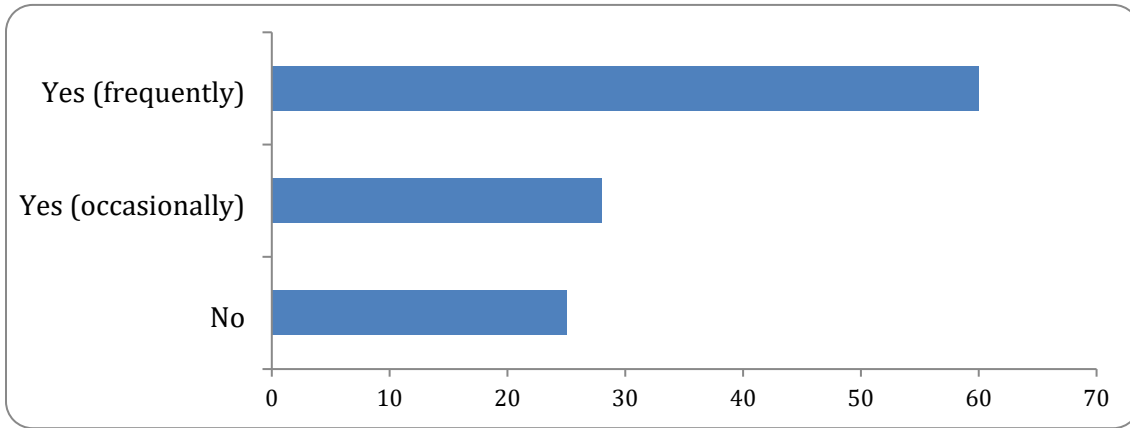
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	86	76.11%
Yes (occasionally)	21	18.58%
No	6	5.31%
Not Answered	0	0.00%

Activities of vehicle nuisance - Driving in Convoy

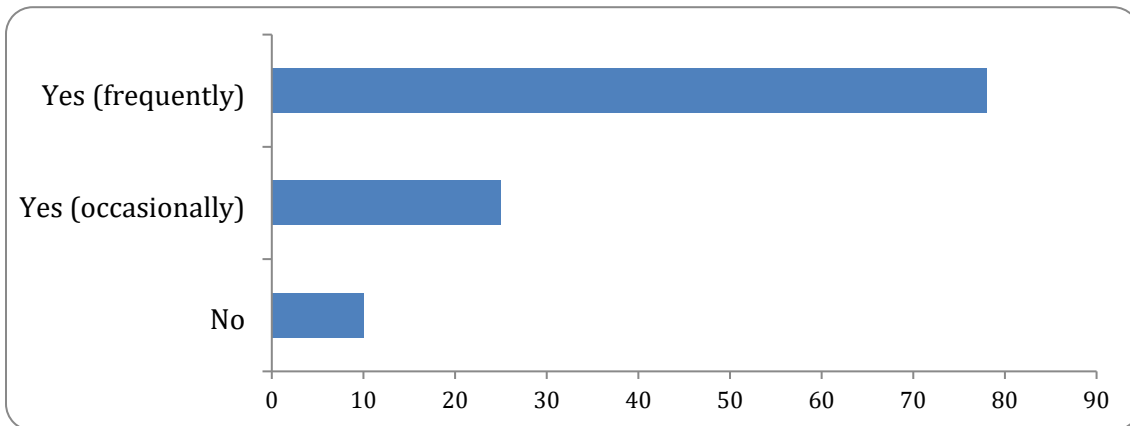
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	60	53.10%
Yes (occasionally)	28	24.78%
No	25	22.12%
Not Answered	0	0.00%

Activities of vehicle nuisance - Racing

There were 113 responses to this part of the question.

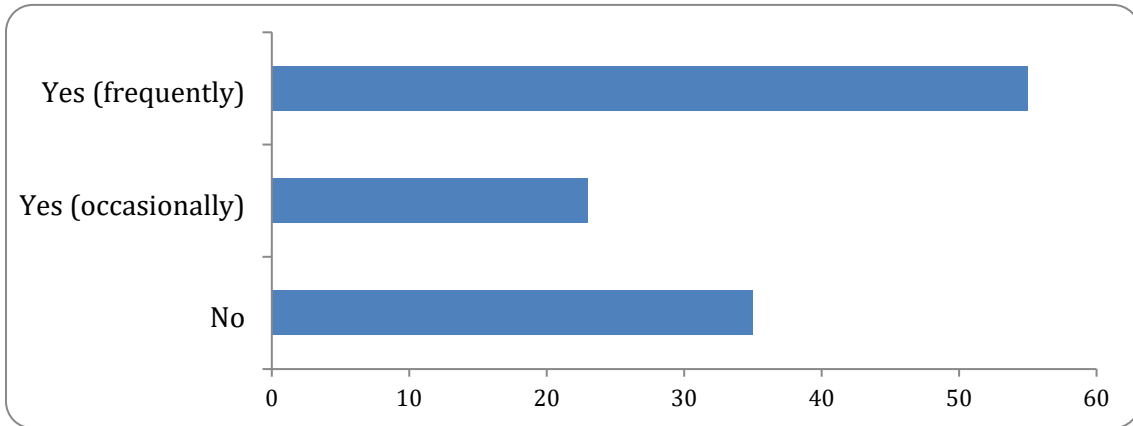


Option	Total	Percent
Yes (frequently)	78	69.03%
Yes (occasionally)	25	22.12%
No	10	8.85%
Not Answered	0	0.00%

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Activities of vehicle nuisance - Performing Stunts

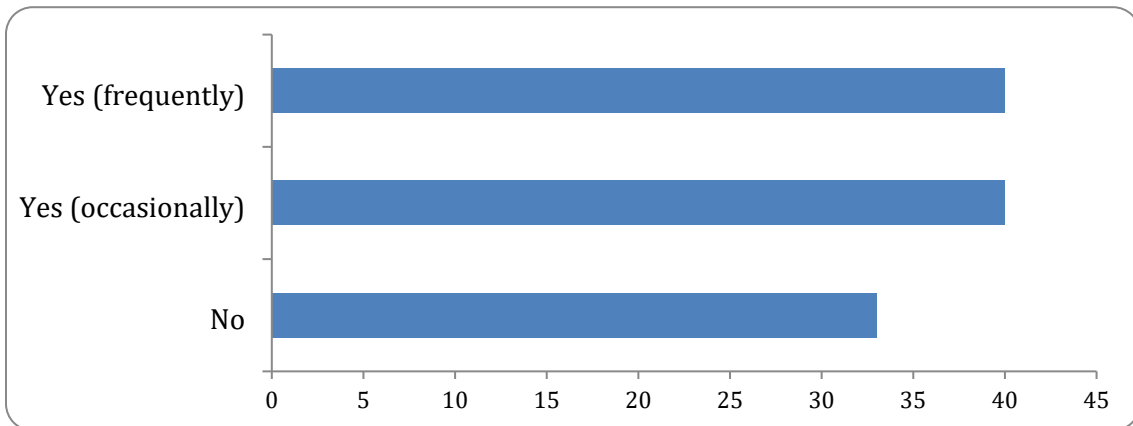
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	55	48.67%
Yes (occasionally)	23	20.35%
No	35	30.97%
Not Answered	0	0.00%

Activities of vehicle nuisance - Sounding Car Horns

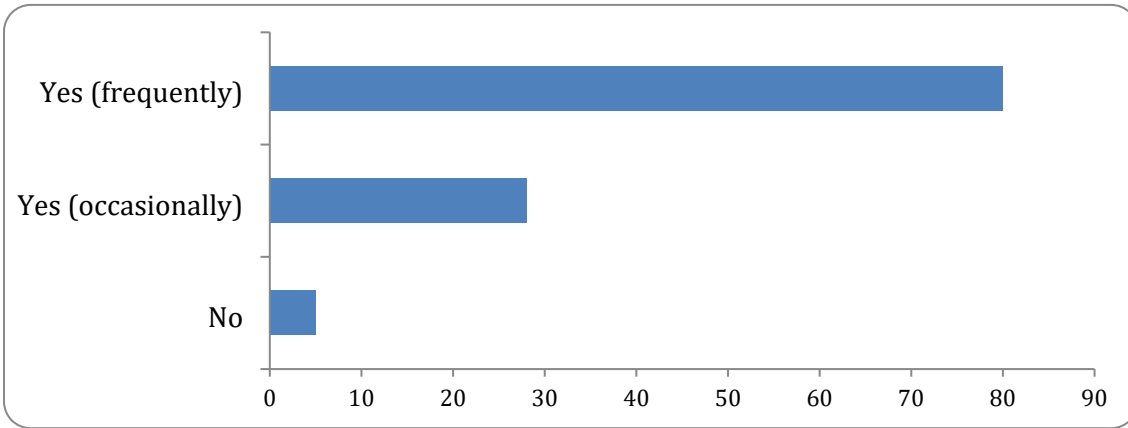
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	40	35.40%
Yes (occasionally)	40	35.40%
No	33	29.20%
Not Answered	0	0.00%

Activities of vehicle nuisance - Revving Engines

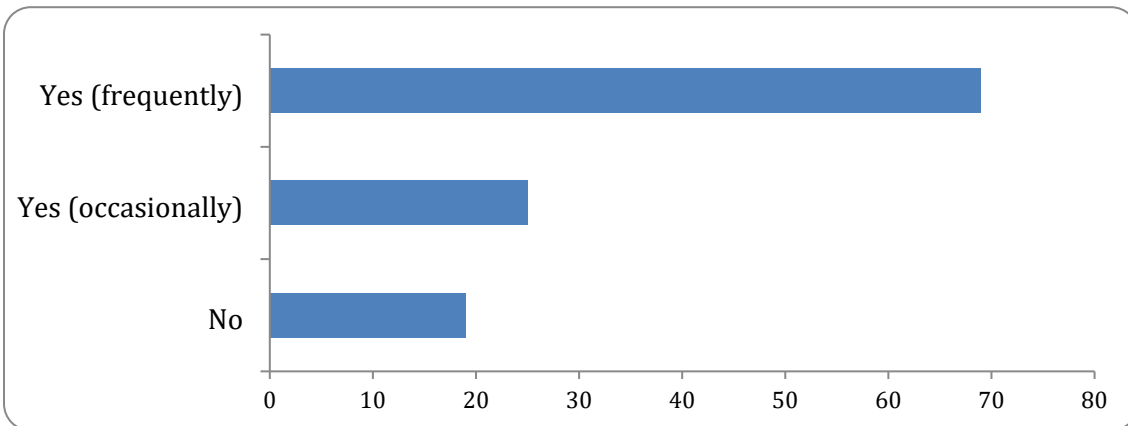
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	80	70.80%
Yes (occasionally)	28	24.78%
No	5	4.42%
Not Answered	0	0.00%

Activities of vehicle nuisance - Wheel spins

There were 113 responses to this part of the question.

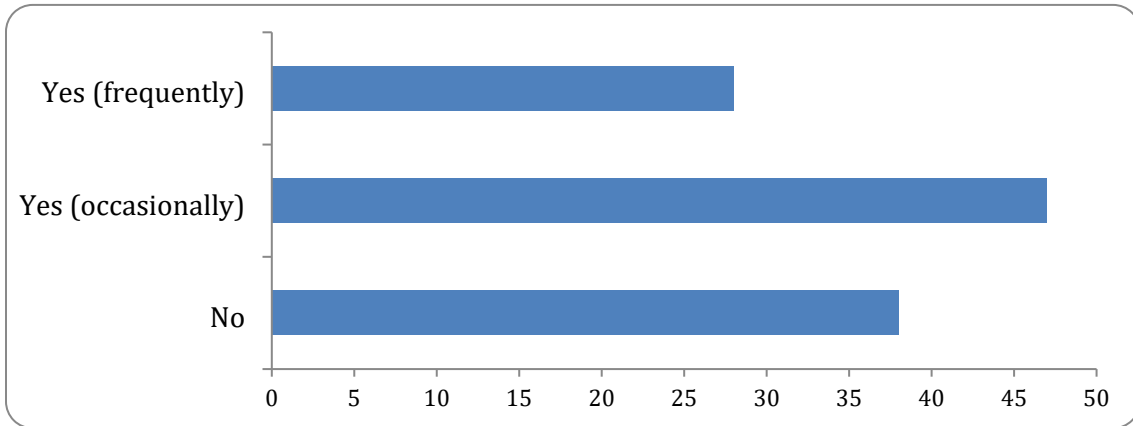


Option	Total	Percent
Yes (frequently)	69	61.06%
Yes (occasionally)	25	22.12%
No	19	16.81%
Not Answered	0	0.00%

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Activities of vehicle nuisance - Playing Music (public nuisance)

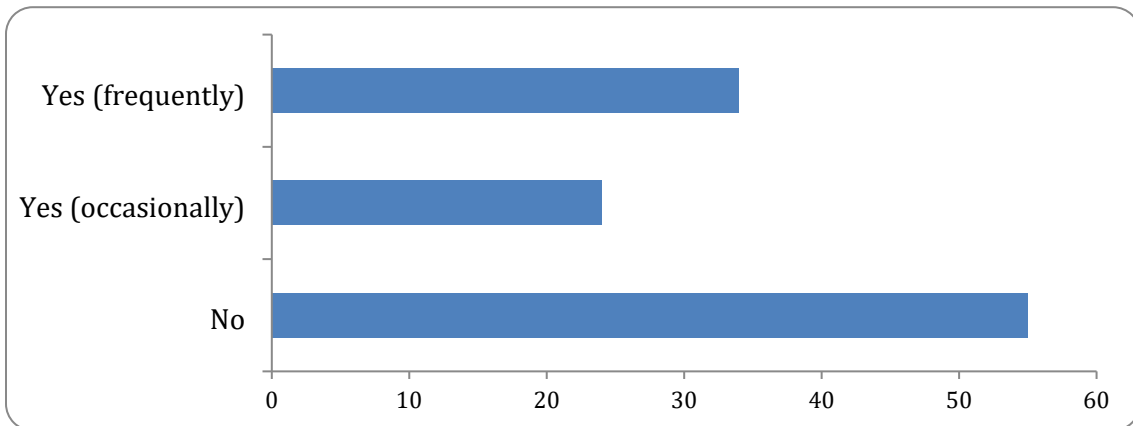
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	28	24.78%
Yes (occasionally)	47	41.59%
No	38	33.63%
Not Answered	0	0.00%

Activities of vehicle nuisance - Recording any of the listed activities on any device

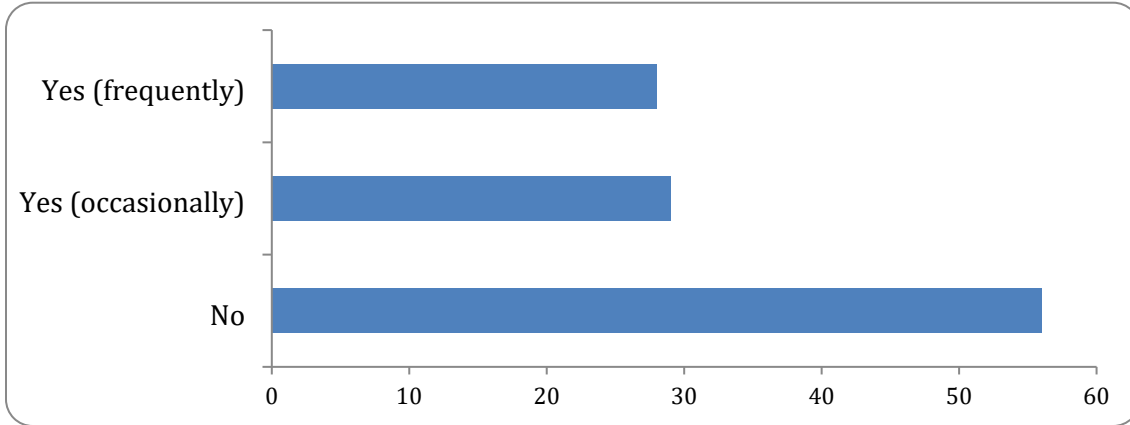
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	34	30.09%
Yes (occasionally)	24	21.24%
No	55	48.67%
Not Answered	0	0.00%

Activities of vehicle nuisance - Using threatening, intimidating behaviour towards another person

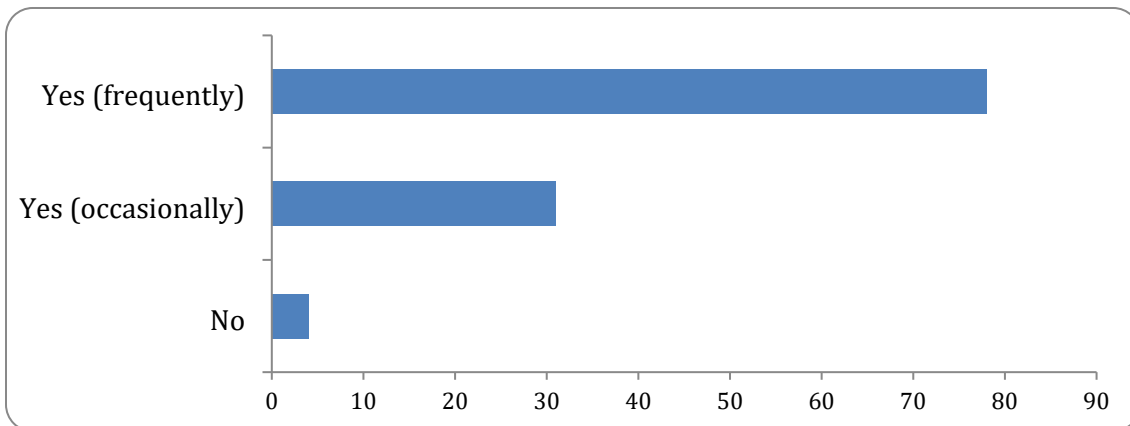
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	28	24.78%
Yes (occasionally)	29	25.66%
No	56	49.56%
Not Answered	0	0.00%

Activities of vehicle nuisance - Creating excessive noise

There were 113 responses to this part of the question.

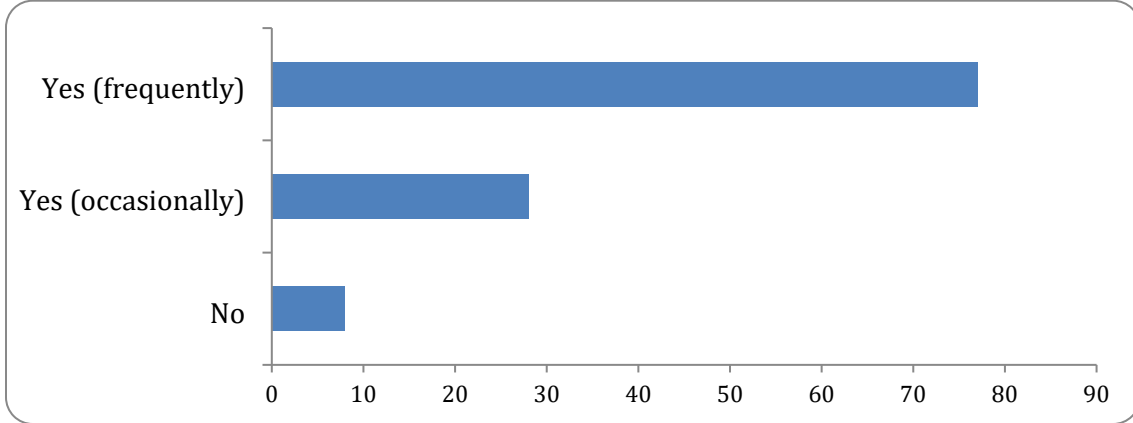


Option	Total	Percent
Yes (frequently)	78	69.03%
Yes (occasionally)	31	27.43%
No	4	3.54%
Not Answered	0	0.00%

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Activities of vehicle nuisance - Creating a danger or risk of injury to road users including pedestrian

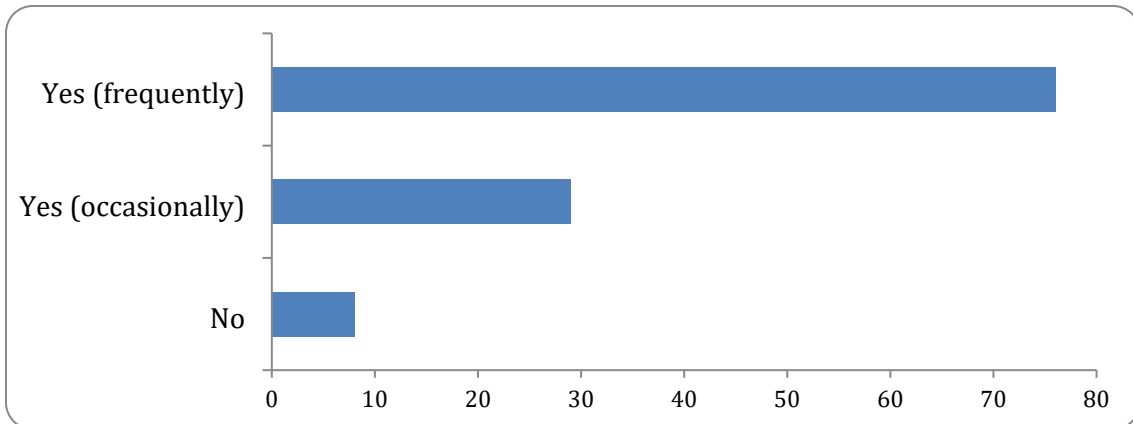
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	77	68.14%
Yes (occasionally)	28	24.78%
No	8	7.08%
Not Answered	0	0.00%

Activities of vehicle nuisance - Creating significant public nuisance

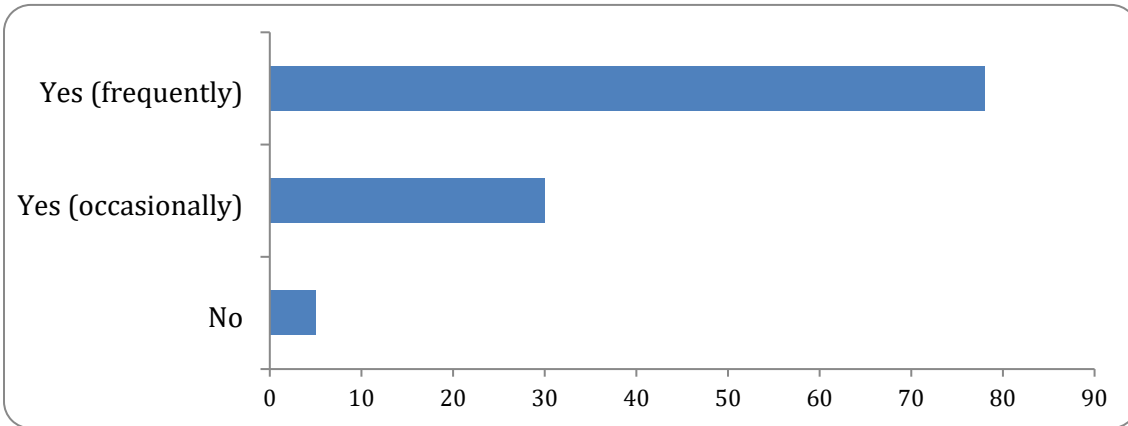
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	76	67.26%
Yes (occasionally)	29	25.66%
No	8	7.08%
Not Answered	0	0.00%

Activities of vehicle nuisance - Creating significant annoyance to the public

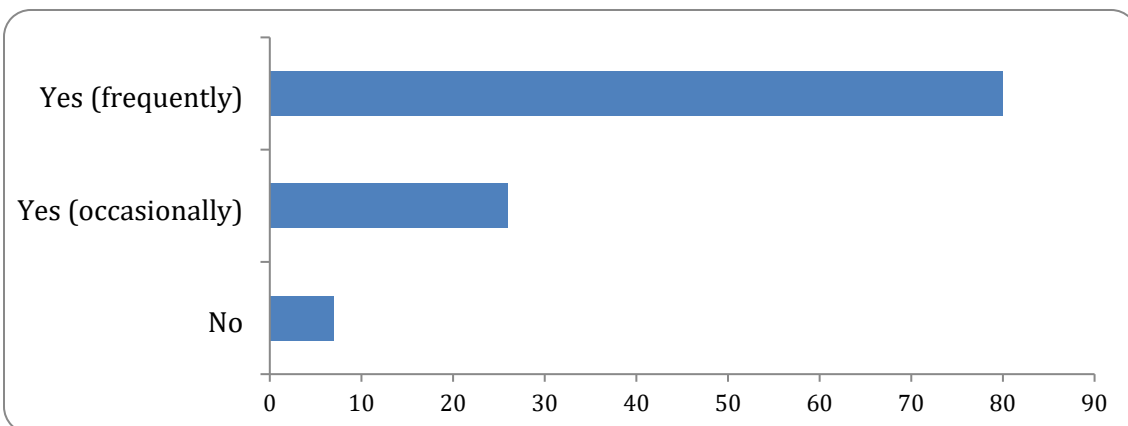
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	78	69.03%
Yes (occasionally)	30	26.55%
No	5	4.42%
Not Answered	0	0.00%

Activities of vehicle nuisance - Committing any traffic offence covered by legislation

There were 113 responses to this part of the question.

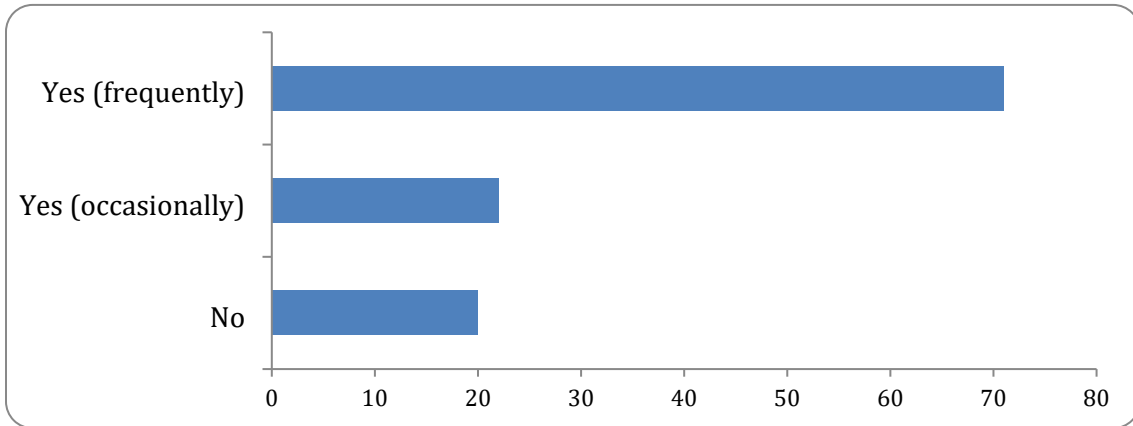


Option	Total	Percent
Yes (frequently)	80	70.80%
Yes (occasionally)	26	23.01%
No	7	6.19%
Not Answered	0	0.00%

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Activities of vehicle nuisance - Congregating to spectate the above activities

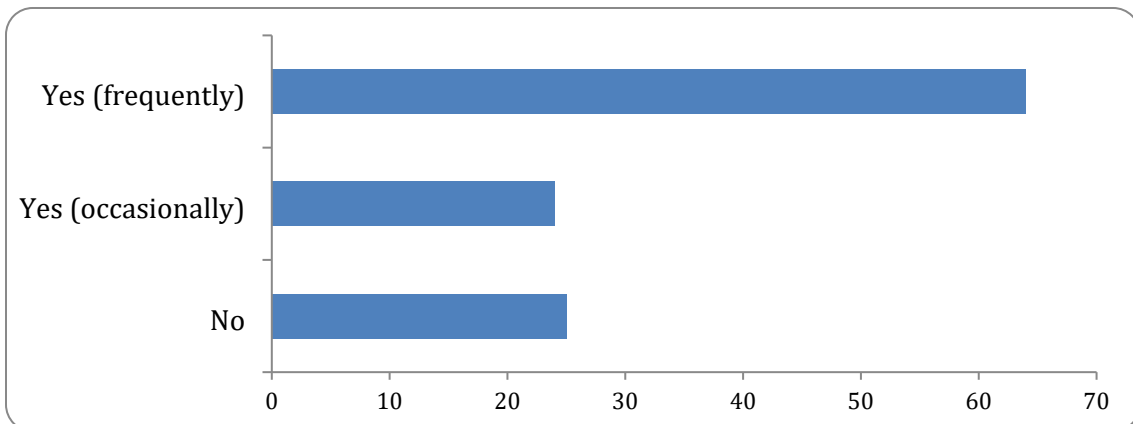
There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	71	62.83%
Yes (occasionally)	22	19.47%
No	20	17.70%
Not Answered	0	0.00%

Activities of vehicle nuisance - Engaging in any other activity that a reasonable person would consider to be “car cruising”

There were 113 responses to this part of the question.



Option	Total	Percent
Yes (frequently)	64	56.64%
Yes (occasionally)	24	21.24%
No	25	22.12%
Not Answered	0	0.00%

2: If there are other activities related to noise, nuisance, annoyance, danger or risk of harm caused by a motor vehicle, please specify them below

Other nuisance raised

There were 48 responses to this part of the question.

- Spectators in road and M25 spur hard shoulder. Approaches to roundabout and junctions by cars waiting 3-4 abreast. Over and undertaking of cars not involved in event
- Leaving litter fast driving cause other road users to brake harshly
- Yes, Mainly cars congregating on the roundabout known as Hewitts farm and feeder roads
- Drifting turns and antisocial parking
- I think you've covered them all
- Na
- They also race down upper London Road and have hit and damaged parked vehicles
- Frequent smells of marijuana and drug paraphernalia.
- Littering
- Quad bikes on the main road
- Constant speeding on Orpington By-Pass
- Stopping other road users from using the roads by blocking access. Physical threatening behaviour
- Items all covered by the above
- Speeding along narrow country lanes and littering
- Blocking and restricting access to Hewitts roundabout and littering. Occasionally prior to races individuals practice circuits during the day.
- Illegally organised gatherings for the purpose of racing and spectating on the public highway
- n/a
- Drifting around roundabouts, Pollhill Roundabout
- I suffer from asthma and have noticed my breathing has worsened. I also notice my garden ornaments and rockery stones are now black which I think is due to pollution. My house backs on to the Orpington By Pass and the general speed of all vehicles has got steadily worse.
- None
- Just general on going nuisance
- Handbrake turns round keep left bollards and the end of the central reservation on the A21 as it enters Pratts Bottom
- Parking dangerously in side roads close to M25 Spur. Parking on the hard shoulder of M25 Spur. Walking on the M25 Spur.

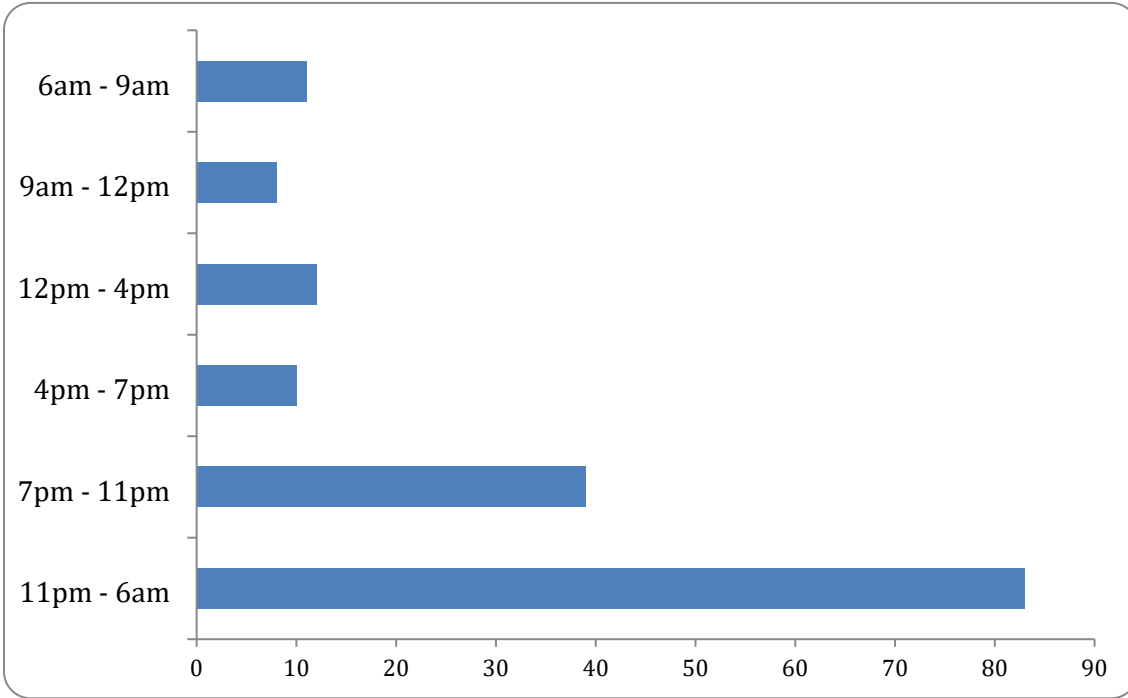
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- No
- Na
- The noise I after 23:00 during early hours of the morning
- Blocking roundabouts and getting aggressive towards drivers wanting to use them
- Car racing
- No
- Using badgers mount roundabout as a skid pan
- DRIVING THROUGH THE VILLAGE AT HIGH SPEED
- Speeding vehicles on London road and old London road Halstead have nearly been hit turning into my drive
- driving too fast lots more heavy traffic on main road since turn off for Halstead coming from Bromley closed off
- Speeding on Knockholt Road, Halstead.
- Huge amounts of litter dropped in the area, particularly along the A21
- No
- No
- Attendees usually block the roundabouts by parking race vehicles in the lanes prior to starting a race. Other road users are intimidated to challenge the drivers when large groups attend.
- We feel the quads are often driven by under age.
- Spectators standing in the road to watch the racing cars obstructing traffic.
- 'wheelies' hand brake turns at roundabout
- Parking on double yellow lines and blocking drive ways.
- Dangerous driving attitudes on m25 slip road and Dangerous driving on hewitts roundabout also lots of small empty laughing glass canisters left where the cars have been parked up the following day
- Leaving litter all down Wheatsheaf Hill after their car meets.
- Not aware of anything apart from some vehicles frequently exceeding the speed limit along London Road |Halstead
- Off road driving on fields, woodland, local recreation ground and private land
- illegal use of electric scooters on public roads

3: If you have answered, yes to question 1, then please indicate below the day and time of day when excessive noise, nuisance, annoyance, danger or risk of harm from motor vehicles is an issue

Times of the day - Monday - Thursday

There were 113 responses to this part of the question.

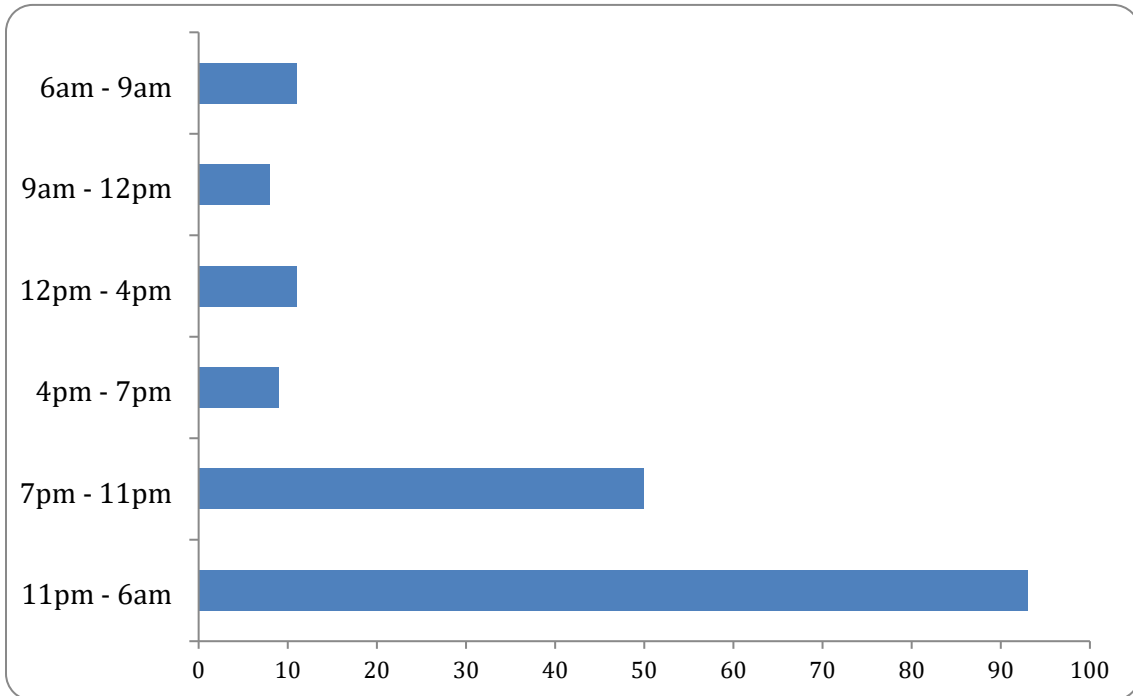


Option	Total	Percent
6am - 9am	11	9.73%
9am - 12pm	8	7.08%
12pm - 4pm	12	10.62%
4pm - 7pm	10	8.85%
7pm - 11pm	39	34.51%
11pm - 6am	83	73.45%
Not Answered	0	0.00%

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Times of the day - Friday

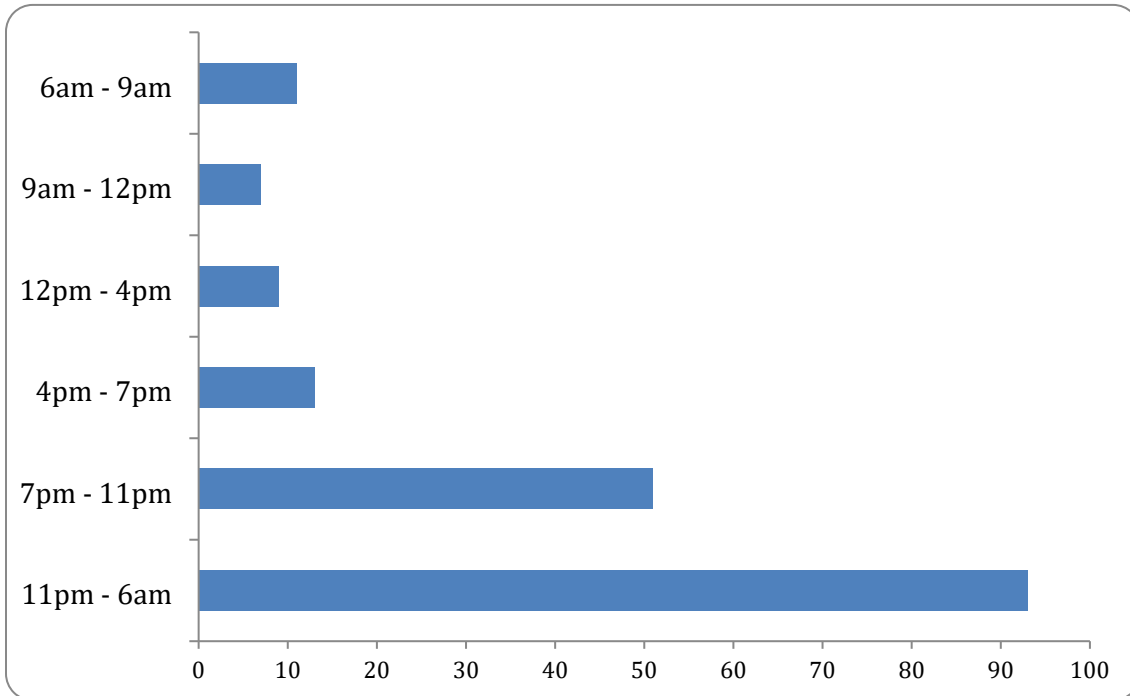
There were 113 responses to this part of the question.



Option	Total	Percent
6am - 9am	11	9.73%
9am - 12pm	8	7.08%
12pm - 4pm	11	9.73%
4pm - 7pm	9	7.96%
7pm - 11pm	50	44.25%
11pm - 6am	93	82.30%
Not Answered	0	0.00%

Times of the day - Saturday

There were 113 responses to this part of the question.

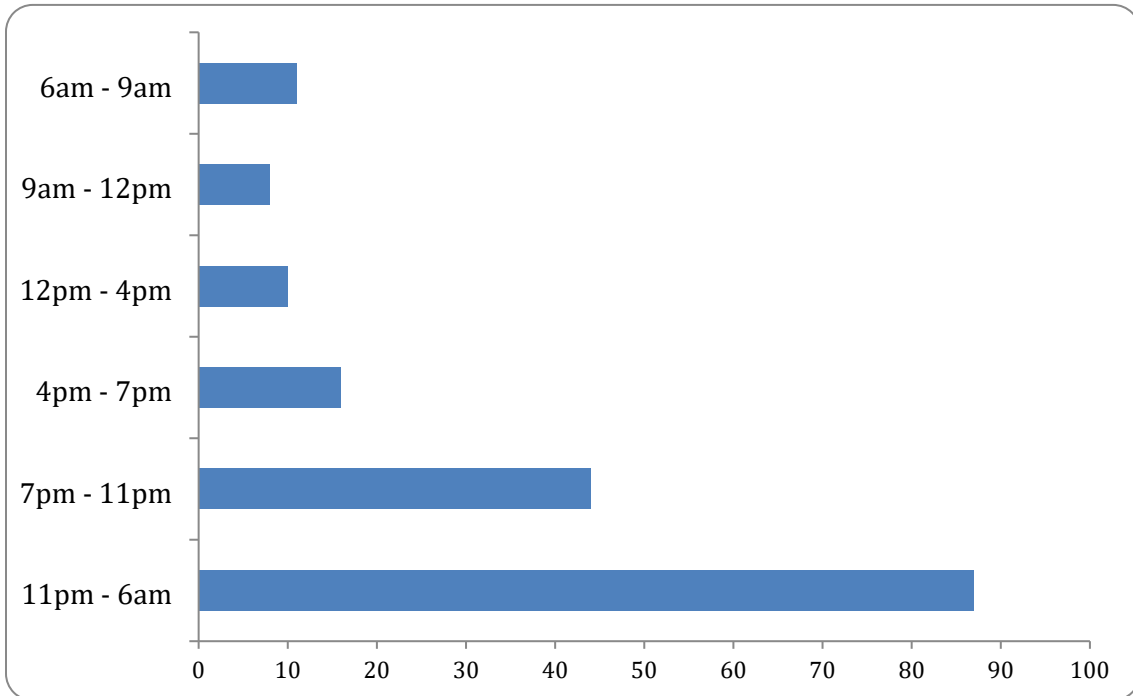


Option	Total	Percent
6am - 9am	11	9.73%
9am - 12pm	7	6.19%
12pm - 4pm	9	7.96%
4pm - 7pm	13	11.50%
7pm - 11pm	51	45.13%
11pm - 6am	93	82.30%
Not Answered	0	0.00%

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Times of the day - Sunday

There were 113 responses to this part of the question.

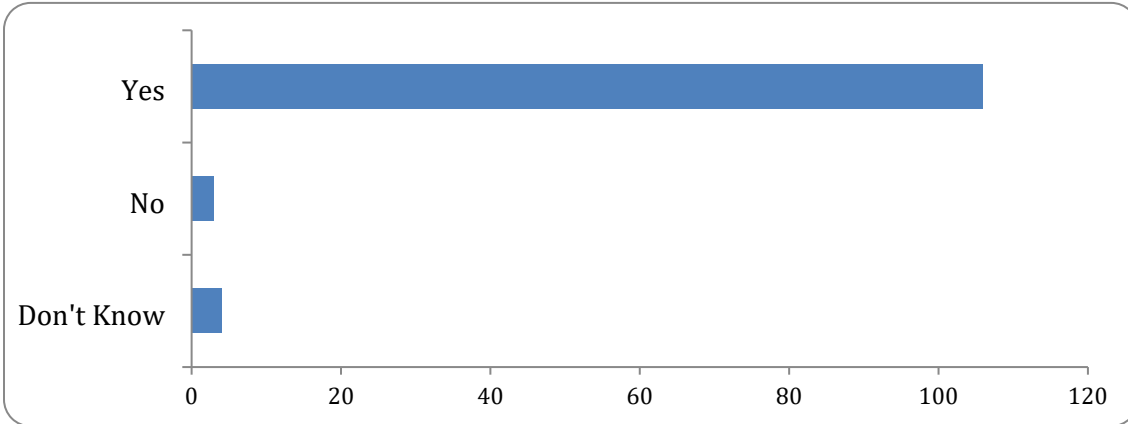


Option	Total	Percent
6am - 9am	11	9.73%
9am - 12pm	8	7.08%
12pm - 4pm	10	8.85%
4pm - 7pm	16	14.16%
7pm - 11pm	44	38.94%
11pm - 6am	87	76.99%
Not Answered	0	0.00%

4: Do you think there is a need for the Council to control excessive noise, nuisance, annoyance, danger or risk of harm caused by motor vehicles by using a Public Spaces Protection Order?

Do you think the Council should put in a PSPO?

There were 113 responses to this part of the question.

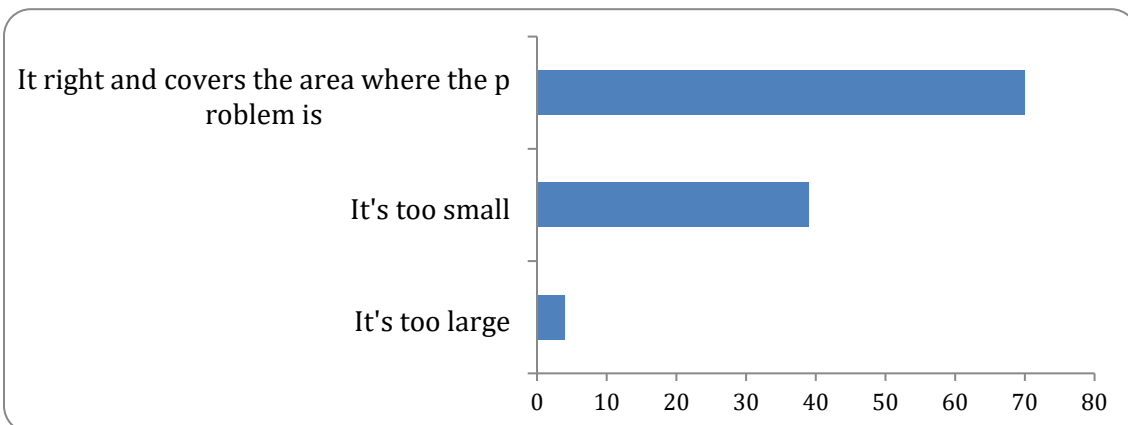


Option	Total	Percent
Yes	106	93.81%
No	3	2.65%
Don't Know	4	3.54%
Not Answered	0	0.00%

5: Looking at the map attached as a document. The proposed control zone will cover London Road, Halstead, Orpington by Pass Badgers Mount and the M25 Spur Road: what is your view on the size of the proposed control zone?

Answer on size of the proposed PSPO

There were 113 responses to this part of the question.



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Option	Total	Percent
It right and covers the area where the problem is	70	61.95%
It's too small	39	34.51%
It's too large	4	3.54%
Not Answered	0	0.00%

6: If you have any other comments about the restricted area please state them below

Add further restrictions

There were 54 responses to this part of the question.

- The area should extend to south of the large lay-by at the top of Polhill as cars also gather in the lay-by and race up and down Polhill, London Road south of the Badgers Mount roundabout and Crow Drive. If this extended area is not included, the issue will centre there instead of Hewitts roundabout
- Does not cover Hewetts farm roundabout. Probably because it is in London
- The adjoining areas covered by TFL/ metropolitan police should be included or covered by a separate PSPO as the offences cover the whole of Hewitts roundabout and the slip round to the M25
- There needs to be a collaboration with LB Bromley to cover the roundabout and A224 court road
- Needs to include pollhill including the layby on that road, or the problem will shift to the stretch of road between the layby and the roundabout with starhill road
- None
- Posts need putting on the edge of the verge to keep vehicles from driving on verge and pavement. It's so risky to walk this stretch of road due to the mud and vehicles driving on the verge. I often run or walk to my mother's in Orpington and this stretch is dangerous.
- Area should continue down London road to Tesco's on Aisher Way - where vehicles go after driving down Polhill. Then then hang around in the car park in Tesco's. This has been reported to the police numerous times.
- Extend areas to dunton green
- They come over polhill down to the roundabout at Morants as a circuit too
- Needs to extend to A224 to Chelsfield Village

- This all good if the police actually enforce it, they have the powers now to do something about it but choose not to.
- Most if not all of these cars are modified in some way and knowing its nearly impossible to get insurance on a modified vehicle.
- Cars could be stop by the police checked and if found to not have cover for the modifications the vehicle would be uninsured and be seized.
- This NOT just anti social behaviour they are breaking the law in speeding, dangerous driving, driving without insurance, using fretting behaviour and many more offences.
- Although I welcome this PSPO, it is just moving it on to another area. They need to stopped from breaking the law and not get away with using and public highway as the own personal race track.
- Should include the A21 coming off of Hewitt Farm roundabout towards Bromley
- LBB Areas are also affected
- The area should extend down to Pratts Bottom Roundabout on the A21 as they use that section as well.
- Badgers Mount Roundabout is a problem with cars doing donuts round it the sounds is deafening
- It needs to be extended to on the A21 to Pratts Bottom and Green Street Green, Orpington BR6.
- The area needs to include the roads that lead from the Hewitts Roundabout towards Bromley and towards Orpington. But I note this is boundary of London and Kent
- The PSPO should cover Badgers Mount, Poll Hill, Fort Halstead.
- Current speed limit is set too high for these ever increasingly built up areas
- Frankly I am shattered by the complexity involved to bring these antisocial activities to be stopped: surely the existing laws are adequate if applied.
- You can hear towards pratts bottom (old golf course)
- There is an URGENT need for a pedestrian crossing (or as a minimum traffic islands) where a public footpath crosses the A224 on OBP
- Should include the M25 access roundabout at the end of the bypass
- It's a great idea
- The cars sometimes use the end of Stonehouse lane where it joins the A21 as a 'pit stop' I would prefer that the zone covered the end of the Lane as well but I realise this is Bromley council land.
- As this is Sevenoaks council the area works, however, Bromley need to do the same as far as Court road and the A21 up from Rushmore Hill
- The main problem areas are Hewetts roundabout, Wheatsheaf Hill and Sevenoaks Road.
- Needs to include Hewetts farm roundabout

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- It should include Hewitts roundabout
- Most of the behaviour you are objecting is within the law as the police stated very clearly at the public meeting in Halstead several months ago. You need to consider whether this initiative is actually stoking resentment and weakening public tolerance. Encouraging older people to demonise younger people.
- Include Otford lane
- I nights travelling up to the area approximately 03:00 vehicles normally not in the area. It is my wife who is a light sleeper and her sleep is interrupted
- The Car's often park on all verges from Chelsfield lakes up to Hewitt roundabout. This area should also be included
- Should be extended down polhill
- The speeding cars are out of control and an accident kid waiting to happen and feel a resident could be killed , also concerned a crash could be fatal as the speeds are terrifying
- to my knowledge this is where the major noise comes from, other places outside my living area may apply
- Please include Knockholt Road to eliminate people speeding on this road.
- I'm speaking specifically about a certain individual that lives at 5 the Meadows in Halstead.
- A21 should also be covered
- Nuisance exists across the District boundary. A21 towards Bromley, roundabout and A224 also have problems
- The area needs to include the A224 North of Hewitts roundabout
- No needed
- I would add the A21 and Court Road between Church Road and Hewitt Roundabout as well
- The issue may extend to other local areas within Sevenoaks and usually the racing is along the A21 to Farnborough village roundabout (Bromley)
- London Road should have Old London Road and Sevenoaks Road added to make the order legal and enforceable (it is all the same contiguous road). Additionally the A21 from the junction with Sevenoaks Road up to and including Hewitts Roundabout must be added and is one of the most dangerous sections. If it is not listed because it is in the LBB area then the two Councils really must work together to resolve the problems.
- Survey doesn't work. Forces you to select a time even when there isn't one. Needs a none option.
- The car cruise often goes up the entirety of the A224 towards Sevenoaks, sometimes even further in to Dunton Green. The cruise members have been using Otford Lane to wheel spin and racing side by side on Crow drive. The lay by just past the London road furniture company is also used

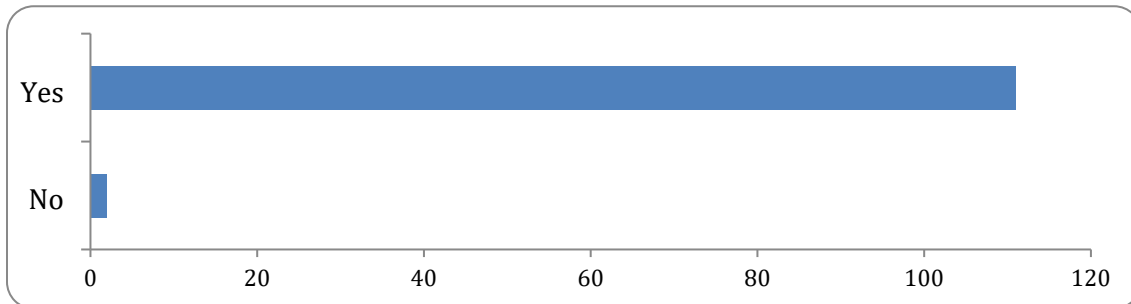
for wheel spins. This has been detrimental to my families wellbeing, especially since we had an accident on this road in 2021. We have been suffered PTSD since and have been awoken in a state reliving it every week due to the sounds from this cruise. We cannot have the windows open and our children are often distraught. It needs to stop and the area needs to be much larger.

- Area doesn't show Hewitts round about as that is the main area of concern
- Perhaps cover the other side of the m25 roundabout, they congregate on the side occasionally
- Court Road and Hewitts roundabout need to be covered. It's a shame that the authorities always have trouble at this border location - from policing to litter and road maintenance it never goes smoothly.
- No comments
- Surrounding area north west of Hewitts roundabout. Poll Hill layby and Fort Halstead.
- It extends to Pratts Bottom on A21 and to Polhill on A224

7: Do you agree with the below proposed restrictions for the PSPO

Proposed Restrictions - Engaging in, promoting, encouraging or assisting in the carrying out of any anti-social behaviour connected to the use of a mechanically propelled vehicle including but not limited to a car cruising event in or on London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road

There were 113 responses to this part of the question.

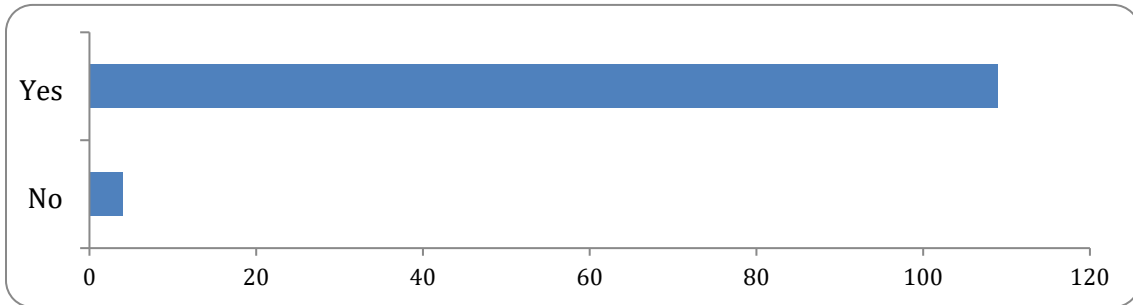


Option	Total	Percent
Yes	111	98.23%
No	2	1.77%
Not Answered	0	0.00%

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Proposed Restrictions - Sounding horns or playing loud music

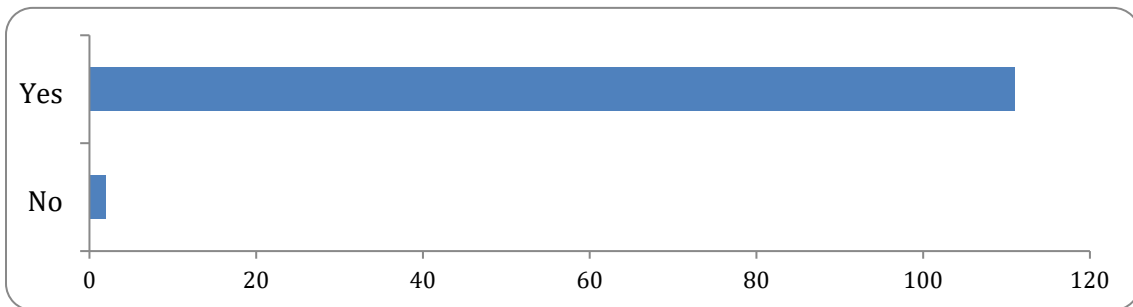
There were 113 responses to this part of the question.



Option	Total	Percent
Yes	109	96.46%
No	4	3.54%
Not Answered	0	0.00%

Proposed Restrictions - Revving Engines

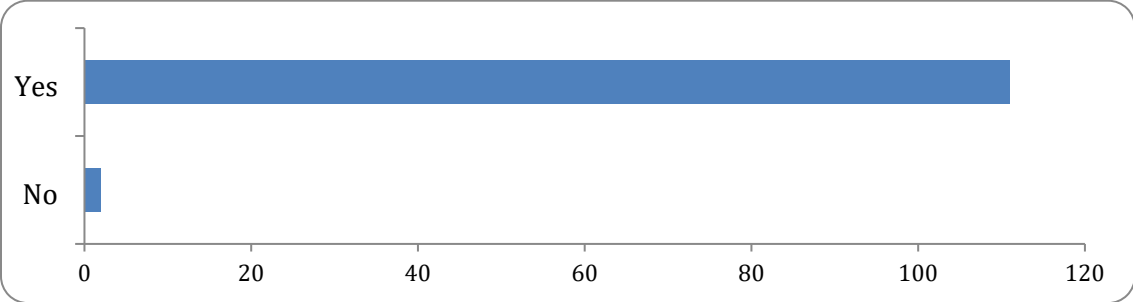
There were 113 responses to this part of the question.



Option	Total	Percent
Yes	111	98.23%
No	2	1.77%
Not Answered	0	0.00%

Proposed Restrictions - Causing danger to other road users (including pedestrians)

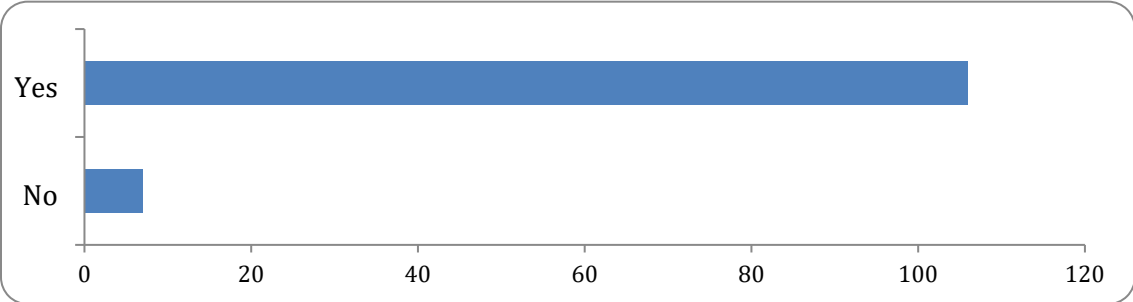
There were 113 responses to this part of the question.



Option	Total	Percent
Yes	111	98.23%
No	2	1.77%
Not Answered	0	0.00%

Proposed Restrictions - Causing damage or risk of damage to property

There were 113 responses to this part of the question.

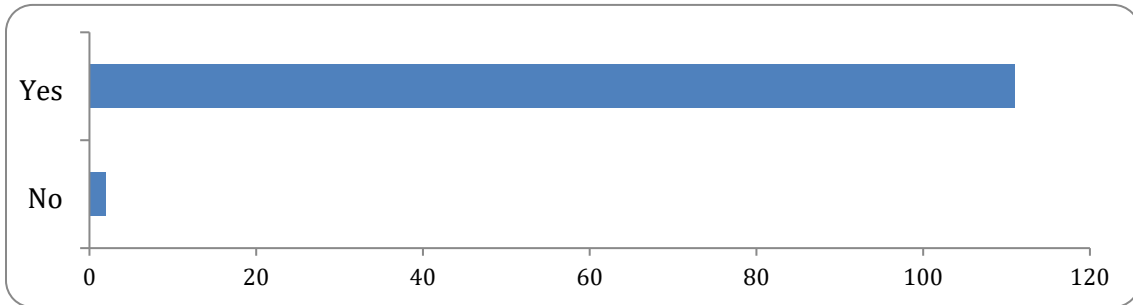


Option	Total	Percent
Yes	106	93.81%
No	7	6.19%
Not Answered	0	0.00%

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Proposed Restrictions - Exceeding the permitted speed limit or racing

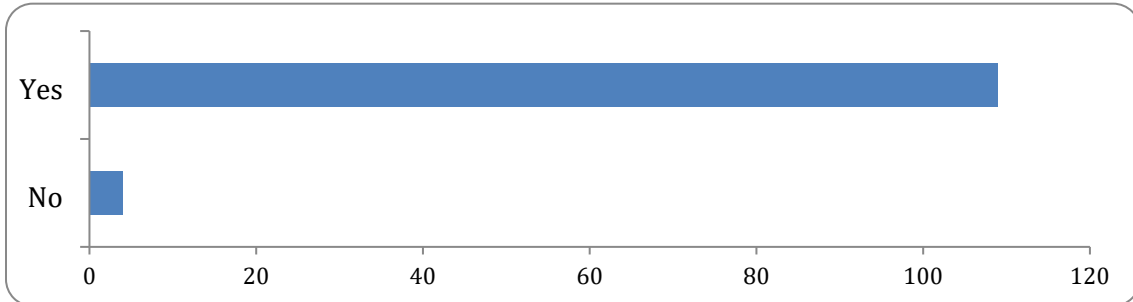
There were 113 responses to this part of the question.



Option	Total	Percent
Yes	111	98.23%
No	2	1.77%
Not Answered	0	0.00%

Proposed Restrictions - performing stunts (including but not limited to performing doughnuts, skidding, handbrake turns, wheel spinning)

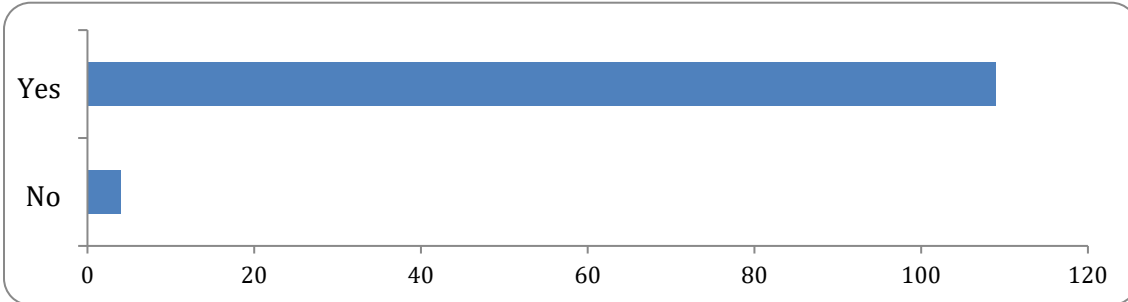
There were 113 responses to this part of the question.



Option	Total	Percent
Yes	109	96.46%
No	4	3.54%
Not Answered	0	0.00%

Proposed Restrictions - Being verbally abusive, swearing or intimidating members of the public.

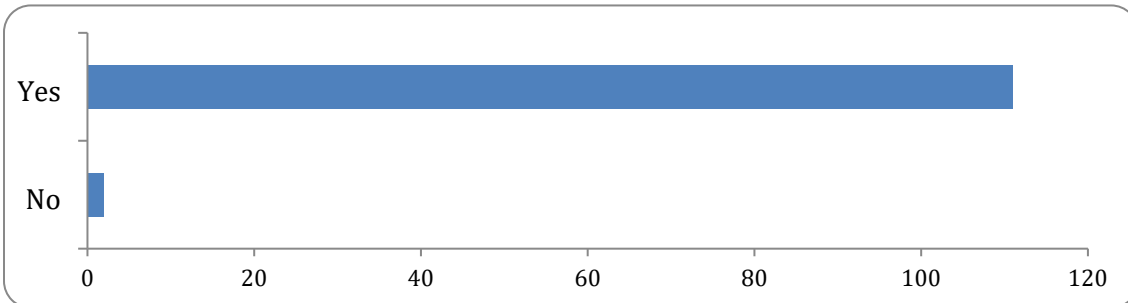
There were 113 responses to this part of the question.



Option	Total	Percent
Yes	109	96.46%
No	4	3.54%
Not Answered	0	0.00%

Proposed Restrictions - Causing obstruction of a public highway or publicly accessible place (whether by moving or stationary vehicles or otherwise)

There were 113 responses to this part of the question.

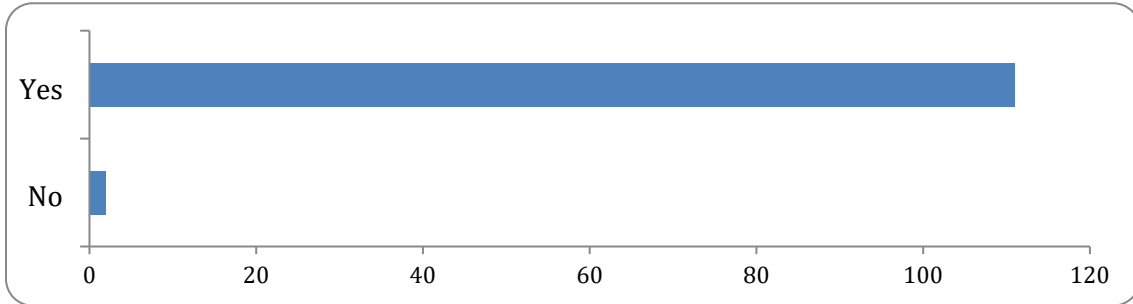


Option	Total	Percent
Yes	111	98.23%
No	2	1.77%
Not Answered	0	0.00%

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Proposed Restrictions - Engaging in, promoting, encouraging, or assisting in the use of mechanically propelled vehicle which causes or is likely to cause danger to the public in or on London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road

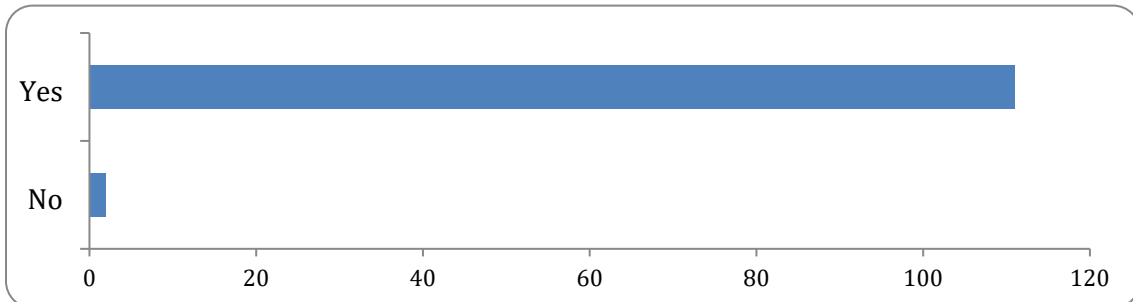
There were 113 responses to this part of the question.



Option	Total	Percent
Yes	111	98.23%
No	2	1.77%
Not Answered	0	0.00%

Proposed Restrictions - Promoting, organising, or publicising the occurrence of Car Cruising* to take place in or on London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road (including but not limited to the use of email, the internet, social media, or any publication or broadcast medium)

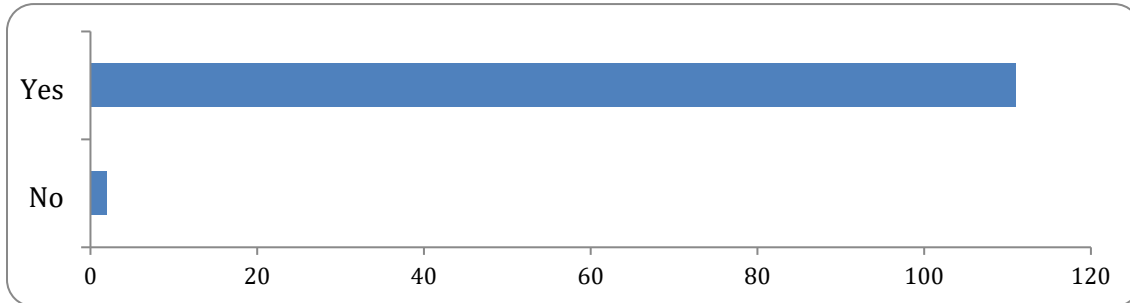
There were 113 responses to this part of the question.



Option	Total	Percent
Yes	111	98.23%
No	2	1.77%
Not Answered	0	0.00%

Proposed Restrictions - attending any meeting in or on a London Road, Halstead, Orpington By Pass Badgers Mount and the M25 Spur Road either as a mechanically propelled vehicle owner, driver, passenger or spectator where a reasonable person would consider that Car Cruising was taking place or was likely to take place.

There were 113 responses to this part of the question.



Option	Total	Percent
Yes	111	98.23%
No	2	1.77%
Not Answered	0	0.00%

8: If you have any further comments regarding noise and nuisance caused by a motor vehicle then please state them below

Please add any further comments

There were 113 responses to this part of the question. We have taken out the N/A, no's and no further comments

- Cars disperse immediately on arrival of police patrol cars and so car registrations and participant details not obtained. Therefore ANPR equipment that is effective at night is essential.
- Currently police rely on non-participating public to capture and provide evidence and car registrations before the police arrive. This causes risk to general public, who have to deliberately drive or walk to the events to gather information
- Kent cc /police need to work with TFL and the met to have a joined up approach
- The Met and Kent police need to have a common strategy for dealing with this issue as it borders both areas

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- This needs to be stopped before someone is killed and more enforcement action needed
- These activities seem to be limited to a local car cruise held at night.
- The council need to deal with this issue. I feel unsafe leaving the house at night because of this and it can keep me awake
- Controlling speed in these roads will deter speeding
- More police present
- We have passed them numerous times when coming off the M25 and it's dangerous
- Roundabout at pollhill needs monitoring
- As previously mentioned, posts to protect pedestrians
- Speed cameras would be useful
- This extends down into Dunton Green too
- It's very intimidating and I'm concerned someone will die from an awful accident.
- It's terrifying when suddenly finding that you are driving in the middle of a mass of racing, stunt performing cars.
- LB of Bromley also need to be involved as spans both areas
- No further comments
- Car cruising in this area is intimidating and dangerous for all road users, it cause excessive noise disturbance to residents and is a risk to life.
- Kent Police and Met Police need to work better together on this problem.
- I think this would be a step in the right direction to deter organised meetings of cars and bikes. But there also needs to be a bigger push on controlling the general speed that individuals and small groups do on the surrounding roads. During daylight hours people use these roads as Drag Strips and you can hear loud cars and bikes driving at excessive speeds.
- While the evening organised events are the worst issue that must be stopped. A general clamp down on speeding and dangerous driving in the area needs to be addressed
- Road markings on roundabout frequently not observed.
- It has been a problem in the area since I moved in to my house in 2009, so it would be really good to finally get it sorted.
- I find it both dangerous and intimidating
- The noise late at night can make it difficult to sleep or to open windows
- It's horrendous and needs to be stopped
- The ASB occurs anytime of the day with small numbers practicing circuits from Knockholt down Rushmore Hill to Pratts Bottom.
- Speeding and riding of unlicensed motorcycles down the surrounding village lanes
- It seems stupid isolating this area as they will simply move elsewhere

- Being a car enthusiast I do believe, meets should be allowed at the carvery as long as it is for static displays -- excessive noise due to showing off should be forbidden -- but general driving and touring as part of a car club should be permitted.
- We live at opposite end of village so it's mainly noise nuisance late at night or middle of the night which is main issue for us.
- We live in the village of Halstead just outside the problem zone so the problem only occasionally directly affects us but many neighbours and friends are badly affected by the noise, nuisance and danger caused by this antisocial behaviour.
- Driving at excessive speed such that slower vehicles are passed at speed which often necessitates driving on the wrong side of the keep left bollards on OBP. This includes police vehicles with sirens blaring for no apparent reason other than perhaps going to Chevening with or without a minister!!!
- Loss of sleep from the noise.
- Surely all these activities are already illegal. If a specific order is necessary, then I support this, but am at a loss to understand why this behaviour has been allowed to continue for so long
- This action is required
- I have had to rearrange my house so that I only use the back of the house. The noise from Thursday night to Sunday night has kept me awake for several years now and affected my quality of life. My only solution was to not use the rooms that front the A21.
- Have had an encounter when two cars were racing down slip road from M25 to Hewits roundabout
- Hopefully something will come of this as previous measures have not had any impact. The volume of additional rubbish created on the roadside from these "gatherings" is also making the area look worse.
- I am really surprised that no one has been killed as a result of the very high speeds reached on the Spur Road. Three times I have been caught up in these 'festivities' whilst returning home late at night.
- We can hear the noise in our lounge and garden from the car and motorbike racers, although we are some way away from the main road.
- no further comment. you seem to have everything covered
- It's both dangerous and anti social. I'd like the Police to take action including impounding the vehicles involved and prosecuting the people involved
- Let's end this unsocial behaviour once and for all. It's damaging my health
- There are motor bikes Erving engines
- The speeds in which drivers use the Orpington Bypass is disgraceful and needs reviewing also for a reduced speed limit

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- The activities by these vehicles prevents windows being open at night due to noise disturbing sleep
- CARS SPEEDING THROUGH HALSTEAD
- Speed camera or reduced speed limit to Old London road would be a possible solution or speed humps or road narrowing to stop speeding could this road be reduced to 30mph
- a very good survey which needs the thoughts to be acknowledged and a reaction to take place in stopping this
- Too much traffic and high speeds now
- Ban dirt/noise motor bikes on any street
- I have not witnessed this in December as was mostly away.
- This is very dangerous to human life and something should be done quickly
- Just that I am unfortunate enough to have one of these clowns live down my road, who annoys everyone with his loud exhausts and cars left lying around everywhere.
- Implementing the proposals will be the problem,
- The noise levels occurred late at night into the early hours, possibly on the M25 approach road and heard from the Orpington By-Pass in Badgers Mount.
- Essential to co-ordinate with London Borough of Bromley as nuisance is cross-border
- Rather than having several PSPO's covering selected local areas can the council not just have one that covers the whole district?
- I must stress the importance of getting all the road names listed correctly and part of the A21 including Hewitts Roundabout added, as detailed above.
- The increased speed , traffic and noise has increased over the last 9 months which is causing living here an utter nightmare
- I've had no direct experience of this behaviour other than the sound of cars racing occasionally
- The road areas outlined in this document see constant speeding from car , bike and HGV
- This has been going on for quite some time now, it initially started in lockdown and has been growing in numbers weekly. It has been a nightmare for all, but especially my young family as we had a serious RTC on this stretch. The sounds of this car cruise often awakes us reliving this accident. This is really affecting our mental well-being as well as our sleep. This is a very large open area so the noise travels quite some distance. We are unable to have our windows open due to the noise. The participants are also using our quiet private road to race side by side which isn't only a concern for pedestrians/road users, but also to the wildlife that roams each

night, in particular deer. Locals will not venture out past a certain time in the evening out of fear of being caught up in this. It's a very frightening experience and have they have complete disregard for others safety. I'm astonished no one has been seriously injured so far. Please put a stop to this!

- We frequently hear the racing, see the cars, quads and bikes. It's obscene how long this has been going on.
- I will also note that the noise (engines in general, engine revving, tyre scratches from wheelies and other stunts) causes considerable distress to my dog and given the semi-rural nature of the area there are many animals similarly affected.
- Speeding is a problem at all times on Sevenoaks Road
- Have reported this for over a year now I live in Halstead village in Otford Lane and can clearly hear the cars most nights it sounds like brands hatch most nights with excessive car noise
- They're a huge nuisance for me driving home from work in the evenings, especially fridays, and have caused me to have to stop on the spur road on occasion due to pedestrians walking across from congregations of cars.
- Since March 2023 I have been in regular email correspondence since March 2023 with Police Sergeant Mark Wells, Operations Sergeant (car meets), Met Police Roads and Transport Policing Command, Safer Roads Scheme, so I am aware of the proposal by SDC to make a Public Spaces Protection Order to address the current anti-social problems in our area.
- Excessive speed, driver aggression, undertaking and driving too close to the vehicle in front.
- I can hear noise from my home but it is mainly when travelling in the specified area when anti-social activities are taking place that it is noticeable.
- Speeding on A21 and A224

9: What is your postcode

Add your postcode

There were 113 responses to this part of the question.

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COMMUNITY GRANT SCHEME DRAFT ALLOCATIONS 2024/25

People & Places Advisory Committee – 5 March 2023

Report of: Sarah Robson, Deputy Chief Executive, Chief Officer People & Places

Status: For Decision

Also considered by:

Cabinet – 14 March 2024

Key Decision: Yes

Executive Summary This report sets out information about the Community Grant Scheme and summarises applications received by the Council from voluntary organisations for funding during 2024/25.

This report supports the Key Aim of: the Council's Community Plan.

Portfolio Holder: Cllr. Lesley Dyball

Contact Officer(s): Kathryn Bone, Ext. 7176; Abbi Caine, Ext. 7259

Recommendation to People and Places Advisory Committee:

- (a) That Members note this report.

Recommendation to Cabinet:

- (a) Grants, as set out in Appendix C of this report, be approved subject to the conditions set out in paragraph 14.

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

Introduction and Background

1. The Council's Community Grant Scheme supports local charities and voluntary sector organisations that, through their work, contribute to the priorities set out in the Community Plan 2022-25.
2. The Council's Corporate Code of Practice for making grants was reviewed in 2022 and a revised Code of Practice was agreed at Cabinet on 7 July 2022. This is attached at Appendix A.

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3. The grant guidelines were reviewed in 2022 and revised guidelines were agreed by Cabinet on 7 July 2022. These guideline documents can be found at Appendix B. The Scheme Guidelines provide applicants with information about the purpose of the scheme, its priorities and what cannot be funded. They also outline that funding is available for specific project core running costs in particular new community projects and initiatives.
4. In 2023/24, the grants awarded through the Community Grant Scheme enabled voluntary organisations to support 26,272 volunteer hours in the Sevenoaks District, which represented a net present value of £336k (as calculated by the Social Value Engine).

Details of the Community Grant Scheme for 2024/25

5. The grant scheme was publicised widely across the District within the voluntary sector, through the virtual Voluntary Sector Forum, Town and Parish Councils, In Shape Magazine, Social Media and local press in September 2023. The closing date was 2 November 2023.
6. Whilst the application questions remained the same as previous years, the online system capturing the completed applications was new this year. This was thoroughly tested prior to release. In addition, applicants were provided with a template Microsoft Word application form to enable them to have an insight into the questions and have all of the required information to hand prior to completing the online form.
7. As per the Grants Code of Practice, all applicants were required to provide details of their projected outcomes of their project. This is in the form of specific performance indicators. This year, the list of suggested performance indicators was designed around the Social Value Engine (SVE) which is now being used to accurately and transparently measure the social value provided by the scheme. The Council will use the SVE to calculate the net present value of the Community Grant Scheme as part of its monitoring and evaluation.
8. The total budget available for distribution to voluntary sector organisations in 2024/25 is £97,388, including £63,540 for Citizens' Advice in the District, £2,500 for the Sevenoaks District Arts Council (SDAC) and £2,500 for the Sevenoaks District Sports Council (SDSC). Funding for Citizens' Advice, SDAC and SDSC is subject to Service Level Agreements. The amount available for the Community Grants Scheme is £28,848.
9. A total of 40 grant applications were received which was significantly more than the 30 to 32 applications usually received. The 40 applications represent a total grant request of £151,162. However, it should be noted that many applicants have sought and received alternative funding advice from our Community Projects and Funding Officers, or successfully applied to alternative routes of Council funding, including the Better Together community mobilisation grant scheme or the Community Safety Grants.

10. A full schedule of applications is attached at Appendix C. The Portfolio Holder and Deputy Portfolio Holder for People & Places has access to copies of all of the applications and a full set is available via One Drive (access instructions can be provided separately on request). Officers would be pleased to deal with any detailed queries in advance of the meeting.

Appraisal Process

11. Members will appreciate that the recommended grants in Appendix C have been put forward following an appraisal by Officers trained in grant appraisal and a detailed consultation with the Portfolio Holder for People & Places, Cllr Dyball and the Deputy Portfolio Holder for People & Places, Cllr Bulford. Recommendations have been made in accordance with the Scheme Guidelines and the Council's Corporate Code of Practice for grants and take into account various factors, including:
 - The applicant's eligibility to apply;
 - The extent to which the application supports the schemes priorities;
 - The number of people that will benefit from the project and its value for money;
 - The level of benefit and the outcomes to those living, working and volunteering in the Sevenoaks District;
 - The level of need for the project, service or activity;
 - Any funding the applicant has received or is due to receive from the Council (including from other departments) and the outcome from any monitoring of these grants.
 - The sustainability of the project, service or activity beyond the length of the funding.

Recommended Level of Grant

12. A full list of grants recommended to voluntary organisations is attached at Appendix C.
13. Unsuccessful applicants will be informed of the reason for this decision, and encouraged to contact the District Council's Funding Officers and visit Funding For All's online free, comprehensive grant search database for advice and support in seeking funding elsewhere if appropriate.

Recommended Conditions

14. It is recommended that grants be made to voluntary organisations subject to the following conditions:

That performance indicators as set out in the application forms are adhered to and monitored;

That appropriate safeguarding policies and arrangements are in place, where necessary;

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That appropriate recognition of this Council's funding contribution is made in all their publicity; and

Where services are provided over a wider area than the District boundaries, organisations will be required to hold grant aid from this Council in a restricted fund for the benefit of Sevenoaks District residents;

Key Implications

Financial

15. The level of funding is in accordance with the draft 2024/25 budget of £97,388.

Resources (Non Financial)

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

Legal implications and Risk Assessment Statement.

17. There are no legal issues relating to this report. All organisations applying for funding are required to have an equalities policy (or have signed to say they will adhere to the District Council's policy) and where appropriate child protection and/or adult protection policies.
18. The following risks have been identified along with the resulting mitigation:
 - The grant allocated is lower than requested -This is mitigated by the application form asking whether a project could continue if the funding were reduced and what impact this would have on the performance indicators. The appraisal ensures value for money despite any reduced grant being offered.
 - Ensuring appropriate police checks and safeguarding procedures are in place for organisations that allocate onward funding as a result of the community grant that they receive – This is mitigated by grants being issued with a condition that checks are carried out and monitoring processes to confirm an effective process is in place.
 - That grant allocations are not approved in March – A timetable is in place to ensure grants are considered by Cabinet in March and processes are in place to ensure grant payments are made in early April.

Equality Assessment

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

directly impact on end users. The impact has been analysed does not vary between groups of people. The results of this analysis are set out immediately below.

20. This community grant scheme assists with the provision of services to support Sevenoaks District residents, particularly those in the greatest need. Therefore this decision being made or recommended through this paper does not have the potential to disadvantage or discriminate against different groups in the community.
21. The grant scheme provides funding for specific groups, such as older people, families, young people and people with disabilities. The grants scheme is widely publicised to ensure that groups serving a wide range of needs are able to apply.

Net Zero Implications

22. 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

23. The work of the voluntary sector across the Sevenoaks District is highly valued. The Council's grants programme supports the dedication and commitment of the many volunteers who help the most vulnerable people in the District. Members are asked to agree the draft grant allocations as set out in Appendix C.

Appendices

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

Appendix B - Community Grant Scheme guidelines

Appendix C - Full Schedule of applications

Sarah Robson

Deputy Chief Executive and Chief Officer – People & Places

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Appendix A

Sevenoaks District Council

Code of Practice for Grant-making 2022

1. Background

1.1. Sevenoaks District Council is committed to improving the quality of life for our residents. We recognize that the community, voluntary sector and the businesses community have a significant role to play in helping us do this for residents who are more vulnerable and in need of support. In line with this, the Council delivers grant schemes, where it is able, to provide additional activities and projects that complement and support our strategic and overall objectives.

1.2. This Code of Practice has been adopted by the Council and is intended for use across all teams and services who are running or considering running a grant scheme using Council Funds.

1.3. From time to time, the Council may manage other grants such as those to individuals and other sectors including businesses. Grant schemes being delivered by the Council as a conduit of an external body e.g. DWP, must adhere to the funders requirements. Other Council grant schemes being delivered using external funding must adhere to the funders' requirements whilst following the principals of this policy.

2. Definition

For this purpose, a grant is taken to mean:

'a cash award for a specified initiative, project or service not provided by the Council which benefits those who live, work and volunteer in the District'

3. Requirements of our grant schemes

3.1. As a minimum, each grant scheme should specify:

- Guidelines for completing the application form;
- The objectives of the grant scheme, in particular how it will help the Council meet its overall objectives and support the Council's strategic objectives and if appropriate the objectives of the external funding body;
- The required outcomes the Council or funding body is seeking from the funding;
- Who is eligible to apply (see example list in **Appendix 1**);
- The timescales for the funding, including the deadline for applications and when decisions will be made;
- How we will make our decisions and the criteria against which applications will be appraised;
- Minimum and maximum grant level (if appropriate);

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- Arrangements for monitoring and evaluating individual grant awards and the scheme as a whole.

4. Application Process:

4.1. The application form should be in plain English and targeted to the potential recipients. The degree of information required should be proportionate, reasonable and reflect the level of funding available.

4.2. The aim of the form is to give the applicant the opportunity to demonstrate how the application meets the scheme criteria, evidence of need, and the outcomes the applicant group expects to achieve. The suggested contents of the application form are found at **Appendix 2**.

4.2. There should be clear guidance on the application process given to applicants with the form. The suggested contents of this guidance is included at **Appendix 3**

4.4. A checklist or online equivalent should be provided for applicants to ensure that all information has been supplied and all relevant and necessary documents are provided with the application form.

4.5. Officers should keep a record of all requests for application forms and follow up, where appropriate, why these were not returned as part of the overall scheme evaluation.

5. Appraising applications and decision making

The Council supports the following principles regarding appraisals and decision-making:

- The process should be transparent and the method used made clear as part of the application guidelines;
- Grant appraisers should be trained and no decision should be made by an individual;
- Appraisal must take place against the given criteria and applicants must meet the set criteria in order to receive the grant;
- Appraisers must be clear that the scheme/proposal meets the main aim of the grant scheme and that the identified need is met;
- Appraisers need to ensure that they have a checklist for all the required documents, e.g. application form with all sections completed, accounts, safeguarding policies and procedures. If any document is missing, or is not considered adequate, the applicant should be given a limited period of time to provide them. If the information is not provided in this time period, then the application may not be considered. Timescales and ability to do this may be restricted due to funding body or other limitations;
- Appraisers must be satisfied that the applicant has confirmed they have an adequate safeguarding policy or policies in place to safeguard children, young people and/or vulnerable adults and the appropriate DBS checks have taken place. If appropriate, any organisation deemed not to have adequate

arrangements in place may have conditions attached to their funding agreement or not receive any funding;

- If appropriate to the grant scheme, audited or independently examined accounts should be considered when the application is appraised. Where the applicant has not been in existence long enough to have a set of audited accounts, they must provide financial records commensurate with the level of grant being applied. The review of the accounts should be proportionate, reasonable and reflect the level of funding.
- If appropriate to the grant scheme, appraisers should consider any other funding the applicant has received from the Council and any monitoring data from these grants.
- Appraisers should keep clear records of their decisions regardless of the outcome of the appraisal.

6. Approval

6.1 All grant applications should receive a response indicating that the grant has been approved, held over or refused;

6.2. Approval letters should indicate clearly whether there are any conditions attached to the grant and include: the timescale for payments, monitoring requirements, and the Council's requirements regarding promotion and publicity. The Council's logo will be provided for this purpose;

6.3. If the application has not been approved, clear reasons should be given and further feedback provided if requested.

7. Monitoring & Evaluation

7.1. Monitoring has to be relevant and targeted to the applicant group, with the degree of detail reflecting the size of grant. It should assess achievements against agreed outcomes/targets;

7.2. As a minimum, recipients of grants must keep a record of beneficiary numbers, who else has benefited from the grant and any feedback from users. This should reflect any of the Council's obligations under the Public Sector Equalities Act.

7.3. The applicant group should carry out an evaluation of the project with the beneficiaries, proportionate to the size of grant, such as a satisfaction survey and/or case studies.

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

8. General

8.1. Working in line with the Data Protection Act, there should be an SDC database which everyone can access that gives details of those groups who have applied for funding and the outcome.

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8.2. Details of all successful applications are now provided on the SDC website Transparency pages as required by law under the Localism Act 2011.

Appendix 1 Eligibility for all Council funded grant schemes

All of the following should be included in the eligibility criteria for applicants.

- The project should be for the benefit of people **living, working or volunteering in the Sevenoaks District**. This includes applicants who are based outside of the area but whose proposed activity is of benefit to those within the District;
- Any funding given should be ring-fenced for those living, working or volunteering in the Sevenoaks District and appear as such in the applicant organisation's accounts;
- The applicant group must have a written constitution or a set of rules or be verified that it is genuine entity i.e. a companies house / charity commission check;
- The applicant group must have a bank account and in the case of voluntary or community groups have at least 2 signatories, who are not related to each other and who do not live at the same address. If they do not have a bank account, they must nominate a properly constituted voluntary organisation to take responsibility for the money on their behalf;
- The applicant must, if requested or required by the scheme, enclose with the application a set of audited or independently examined accounts for the latest year available. If they have not been in existence long enough to have a set of audited accounts available, they should be able to provide financial records commensurate with the level of grant and provide evidence that they have a bank account as detailed above;
- The applicant group must confirm that they have an adequate safeguarding policy or policies in place to safeguard children, young people and/or vulnerable adults and the appropriate DBS checks have taken place.

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Appendix 2: Application Form Contents

The level of detail the Council will require will vary according to the scheme and the amount of funding.

For most schemes we will expect the form to capture the following information:

- A description of the project, who it is aimed at, how it meets the scheme's objectives and criteria, and what outcomes will be delivered;
- The applicant's capacity to deliver the project, based on previous experience;
- Details of how the funding will be spent and any other financial or in kind contributions to the project or scheme. The level of information required will be proportionate to the level of grant.
- Clear evidence of financial need, and how the scheme provides value for money;
- If relevant to the funding pot in question, confirmation as to whether the applicant has applied to the Council on previous occasions;
- A project plan and timetable;
- A section where the applicant will set out performance indicators, which are measurable and capture the outcomes of the project;
- Details of any accreditation the organization has or is working towards;
- Confirmation that the applicant has written policies on equal opportunities, health and safety and safeguarding, and that these have been included with the application and/or has confirmed that they will adhere to the Council's policies;
- Details of the applicant's bank account;
- An Equalities statement;
- A named individual with contact details who will be the lead contact for the grant;
- Signature and date box (or online equivalent).

Appendix 3 Guidance on the application process

The Council considers that the following information is included in any guidance on the application process:

- Who is eligible to apply;
- The scheme criteria including links to relevant Council documents such as the Community Plan;
- The types of outcomes the funding pot expects to see and at least one example of these;
- Timescales for the scheme and the dates by which we will notify applicants of receipt of applications (within 10 days of receipt) and decisions on awards;
- How we will consider value for money;
- A clear statement that no applications will be considered after the closing date;
- How we will make our decisions, who will do this, and how we will allocate funding if the scheme is over-subscribed;
- A clear reminder that failure to complete all the necessary questions may invalidate the application;
- A statement that the Council will require grants to be paid back if the project does not go ahead for any reason and that failure to notify the Council that a project is not proceeding may jeopardize future applications;.
- Notification regarding payment processes and at what stage the funding will be made available e.g. on receipt of invoices, 100% in advance, staged payment etc;
- A statement confirming that all Council grants payments will be by direct debit and will be accompanied by a remittance advice and a letter setting out the conditions of the grant and monitoring arrangements;
- The level and timing of monitoring, evaluation and annual reporting required (*see Section 7: Monitoring and Evaluation*);
- Signposting to where further support is available, e.g. on writing and adopting safeguarding policies;
- A statement regarding data protection and our obligations as required by law under the Localism Act 2011 for transparency;
- Grant managers should provide a form for the applicant to sign and date and return, to confirm they have received the money and that it will be used for the purpose for which it was approved;
- The evidence required from applicants to prove that the money has been spent on what it was intended for. (*The financial threshold needs to be considered*).

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Appendix B - Community Grant Scheme Guidelines 2024/25

Please read the following guidelines carefully before completing the application form. If you have any queries regarding the application process, please contact Kathryn Bone or Jenny Godfrey at:

Sevenoaks District Council, Argyle Road, Sevenoaks, Kent TN13 1HG.

Tel: 01732 227000 Email: grants@sevenoaks.gov.uk

Included below are some explanations and tips for the questions in the application form. Please use these when completing the application form online.

Purpose of scheme

Our Community Grant scheme exists to help voluntary organisations and groups which provide projects, services or activities that benefit people living, working or volunteering in the Sevenoaks District, focusing on those in greatest need.

In particular, we want to support projects, services or activities that are delivered with the help of volunteers and that support the priorities of "Our Communities" within the Sevenoaks District Community Plan.

What are the scheme's priorities?

- Address and reduce anti-social behaviour within the community, focusing particularly on the most vulnerable.
- Projects, services and activities that encourage participation and empower young people in local community.
- Promote, support and improve access to volunteering opportunities as part of a project, service or activity.
- Encourage participation and improve opportunities for excluded or vulnerable groups.
- Improve the wellbeing of residents.
- Projects, services and activities that support and empower carers.
- Help address and deliver digital inclusion.
- Support communities to live happily together and provide information, advice, advocacy or counselling to those in need.
- Projects, services and activities that work in partnership to achieve the priorities listed above.

Who can apply?

You can apply if you deliver services to those that live, work or volunteer in the Sevenoaks District.

Applications for grants **over £1,000** must provide services or benefit residents in **two or more parishes** and applicants must be one of the following:

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

Applications for **grants £1,000 or under** must provide services or benefit residents in **at least one parish** and applicants must be either one of the organisations listed above or a community group with a constitution or set of rules.

How much and what can I apply for?

The minimum you can apply for is **£100**.

You can apply either for a grant of up to and including £1,000 OR up to and including £5,000. There are two different application forms. Please make sure you use the correct one.

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

When can I apply?

There is one round of grant funding each financial year. This round is for projects, services and activities that will be completed between 1 April 2024 and 31 March 2025.

The deadline for applications is **midday Thursday 2 November 2023**.

You will be advised of the outcome of your application by the end of March 2024.

Please bear these timescales in mind when requesting funding for your activity.

What are the terms and conditions?

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

- The project, service or activity being funded must be completed between 1 April 2024 and 31 March 2025.
- Your organisation or group has a constitution or set of rules.

- Your organisation or group has (or for newly formed organisations or groups, confirm that you will have at the point of receiving this grant) a bank account with at least two authorised signatories.
- Your organisation or group has an equality policy in place (or for a newly formed organisation or group, agrees to implement one) and is prepared to sign our Equality Statement.
- All appropriate legal agreements, insurances and permissions needed to deliver the project are in place. Your organisation will comply with all relevant statutory requirements.
- Your organisation has all appropriate safeguarding arrangements in place. For newly formed organisations or groups, the award of a grant will be conditional upon the implementation of suitable safeguarding arrangements for children and vulnerable adults (including the completion of enhanced level Disclosure & Barring Service (DBS) checks and appropriate training for all staff and volunteers).
- Any grant you are awarded will be used only for the project, services or activities set out in your application and will be ring-fenced for those living, working or volunteering in the Sevenoaks District. It must not be used for any other purpose. The Council will require the grant funding back should the project, services or activities not go ahead and/or the funding not be used strictly in accordance with the application and grant offer.
- The project, service or activity outlined in this application is not already the subject of a service level agreement or other agreement with another authority.
- You will be required to submit monitoring for your project, services or activities with supporting evidence including as a minimum one case study.
- All publicity materials and annual reports must acknowledge our support using the branding and logo provided.
- Your organisation or group can only submit one application in any financial year.

What we will not fund

We will not fund:

- Projects, services, activities that are not completed between 1 April 2024 and 31 March 2025.
- For grants over £1,000, projects, services or activities that serve only one parish
- Projects, services or activities that are primarily the responsibility of another agency or funder, such as the Sevenoaks District Sports Council (email Edward Oatley at janandedward@btinternet.com for further information) and [Sevenoaks District Arts Council](#).
- Costs for projects, services or activities that your organisation or group is already delivering in the District as part of an existing contract or service level agreement with another funder.
- Costs for projects, services or activities that have already started or been delivered

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- Projects, services or activities where the beneficiaries are not those living, working or volunteering in the Sevenoaks District
- Private concerns operated as a business
- Organisations seeking to add capital to their reserves including those whose free reserves are higher than their annual expenditure
- Local organisations seeking funding for a central HQ
- Religious or political organisations
- Individuals
- Work that should be provided by statutory, educational, health organisations or social services
- Schools or parent/teacher organisations
- Large capital projects.

How will we assess your project?

The appraisal process will look at:

- Your eligibility to apply
- The extent to which your project meets the Scheme's priorities
- How many people will benefit from your project and the value for money
- The level of benefit and the outcomes to those living, working or volunteering in the Sevenoaks District
- The level of need for the project, service or activity
- The level of funding already received from the Council over the previous two years and the outcome from any monitoring from these grants
- The sustainability of the project, service or activity beyond the length of the funding.

Explanations and tips for completing the online application form

Can more than one person work on the application form?

No, only one person can access the online application form. However, we have provided a template application form for you to share with colleagues so that you can capture everyone's comments and draft your answers before entering them into the online form.

Do I have to complete the form in one go or can I save it and come back to it later?

You will need to complete the form in one go. There is no option to save it and come back later.

Questions 2.7 to 2.10: Safeguarding

If you are a newly formed organisation or group and do not yet have in place a Safeguarding Policy please tick “no”. Please then email grants@sevenoaks.gov.uk and state who your Safeguarding Lead is/will be; how your process works/will work; and what training has been completed/is outstanding to be undertaken. Also state what assistance you might need from the Council to implement the necessary Safeguarding Policy or Policies. The Council can offer a range of advice and support to new and existing groups in the development of their policies, however, please note that it is likely that any grants offered will be conditional upon a safeguarding policy being developed.

Section 4: Number of Volunteers (Q4.2) & Volunteer Hours (Q4.3)

Please state the number of volunteers and the total number of volunteer hours that will be used to deliver your project, service or activity through the funding you are requesting in this application only. Please note that this differs to the volunteer information captured in question 2.2 which is regarding your organisation as a whole rather than the specific project or activity for which you are applying for funding.

Section 4: Performance indicators

Applicants are required to provide outcomes of the grant, which will form the basis of their performance monitoring.

These specified outcomes will be used to assess the application and should therefore reflect how the application will meet the scheme’s priorities.

As part of this you need to select key performance indicator(s) from a drop down menu. If an appropriate key performance indicator is not available on the drop down menu and you select ‘other’ please ensure that your indicator reflects the key outcome(s) of your project, service or activity and is measurable, i.e. number of older people reporting feeling less isolated or number of young people demonstrating improved resilience and confidence.

Section 4: Measuring performance indicators

Examples of how to measure Key Performance Indicators include (but is not limited to): ask questions before and after; use a survey; and produce a case study including quotations from beneficiaries.

Questions 4.7 to 4.9: Impact on beneficiaries due to a reduced grant

Sometimes the Council is unable to award the full funding that applicants have requested. In this section please provide the number of beneficiaries of your project should you not receive the full grant and let us know how you would adapt your project to achieve this.

Section 7: Equality Policy – newly formed organisations and groups

Please note that for newly formed organisations and groups the Council can provide assistance with the implementation of a suitable Equality Policy. If you are in this position you can confirm it by answering ‘yes’ to the second part of question 7.1.

Error Messages & Character Count:

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If you find you cannot move onto the next page or submit your application please look out for any error messages next to the questions and follow the instruction. A common error message is “Please insert a valid integer”, if you see this message please ensure you have only input numbers in this box.

Please also be aware that text boxes have a limit to the number of characters that can be included. These will clearly be shown in the online form and will be counted down as you type.

Any other queries

For any queries that you cannot find the answer to here, please contact Jenny Godfrey or Kathryn Bone via email at grants@sevenoaks.gov.uk or call 01732 227000.

When will you know if your application is successful?

You will be advised of the outcome of your application by the end of March 2024 with successful projects receiving funding in early April 2024. Please bear these timescales in mind when requesting funding for your activity.

Organisation/g roup name	Title of project/activity you are seeking funding	What is the project, service or activity	2022/23 Previous Funding	2023/24 Previous Funding	2024/25 Grant Request	2024/25 Recommended Allocation	Reason for Refusal
Sadeh	Food bank and vegetable growing project	Sadeh Farm's project is a community-driven effort to grow fresh vegetables and fruits, with the market gardener and weekly volunteers working together. One-third of the harvest will be donated to the local food bank, prepared by onsite volunteers, and delivered weekly on Fridays. Food bank users are encouraged to join as volunteers to enhance physical and mental health through outdoor work and reduce isolation by fostering social cohesion in the community. Funding is for core costs associated with the project.	N/A	5000	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
1st Horton Kirby Scout Group	Creating accessible kitchen and toilets at the Scout Hut	The current kitchen and toilet facilities are outdated but more importantly they are not accessible to all as there is no disabled toilet and the kitchen cannot accommodate wheelchair users.	N/A	N/A	£5,000.00	£0.00	Application is ineligible under the terms of the Community Grant Guidelines.
Stubbs Wood Volunteer Group	Stubbs Wood Volunteer Group	The volunteers provide all aspects of woodland management alongside professional contractors to improve 90 acres of ancient woodland as a permanent amenity for the local people. Stubbs Wood was bought from Sevenoaks District Council for £1 by the Parish Council. The wood requires considerable maintenance. The volunteers clear pathways, improve access, remove invasive species but lack power tools and training, etc. Volunteer activity would be enhanced by funding for electric power tools (strimmer, pole saw) and training including first aid and medical kit all of which are expensive and beyond the means of the volunteers.	N/A	N/A	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Home-Start North West Kent Ltd	Swanley Vulnerable Families Supported via trained home visiting volunteers	Home-Start NW Kent supports isolated parents with pre-school aged children via weekly home visiting. Families are isolated as a result of postnatal depression, domestic abuse, special needs, lack of parenting confidence and lack of extended family. Volunteers are fully trained and many local agencies refer into the scheme. Swanley has proved a challenging area to progress volunteer recruitment, however, a recent pilot project has proved successful with families - in particular those from the travelling community.	N/A (Home Start SWKent applied previously & received £875)	N/A	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Edenbridge Scout Group	Scout Group Camping and Outdoor Adventurous Activities	A group camping trip for all the Beavers, Cubs, and Scouts is being organised. This will be an activity weekend where they will be camping outside in tents and participating in a number of outdoor adventurous activities at an activity center. The grant will fund the purchase of four, 5 metre Bell Tents to accommodate the young people as well as to subsidize the cost of the activities. These tents are ideal for group camping as they are spacious and can sleep up to 8 people. They are also made from high-quality materials that are durable and weatherproof.	N/A	N/A	£3,436.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Leigh Cricket Club	Junior Cricket & Associated Groundwork	The establishment of junior cricket training sessions and competing junior teams for children in and around Leigh and the local area. We are seeking to develop youth cricket and improve local community engagement. Linked to the intention to establish the junior cricket is the necessary groundwork and maintenance, and purchase of junior cricket equipment required. The village green has been significantly damaged by the very hot Summers and wet Winters seen in recent years, so in order to provide a safe, well-maintained cricket ground investment is required into its treatment and maintenance.	N/A	N/A	£4,000.00	£0.00	Application is ineligible under the terms of the Community Grant Guidelines.
Age UK Maidstone, Sevenoaks and Tonbridge	Information and Advice Service	Funding is being sought for the Information & Advice Service. This service provides information and advice for older people in Sevenoaks (and the surrounding areas) and helps them to apply for benefits such as Attendance Allowance and Pension Credit. As an alternative office of the DWP benefit applications can be made on the clients behalf. The grant would be ringfenced for helping those clients who live within the Sevenoaks district. The service is totally funded by reserves and does not generate any income other than the occasional donation from satisfied clients.	£5,000.00	£2,500	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Eden Christian Trust	ECT Youth Club (Friday Evening)	ECT work with young people aged 10-18 years old providing activities and opportunities that bring them together within a safe environment for friendship and fun and encourage community. ECT employ a full time Youth Worker, who runs 2 youth clubs, a mentoring group, clubs in 4 local Primary Schools, 2 summer camps, outings and work in local churches and community. The project for which funding is being sought is our ECT friday night Youth Club, which is full to capacity each session.	N/A	N/A	£5,000.00	£2,500.00	
Compaid Trust	Closing the digital divide within the community	Providing digital skills training to disadvantaged individuals to support them to feel confident to get online and access information, documents & employment opportunities. In addition ensuring they understand the risks and safety measures required when accessing online websites and collating information.	N/A	N/A	£4,900.00	£2,450.00	

Organisation/group name	Title of project/activity you are seeking funding	What is the project, service or activity	2022/23 Previous Funding	2023/24 Previous Funding	2024/25 Grant Request	2024/25 Recommended Allocation	Reason for Refusal
Imago Community	Imago Community Volunteer Development	Imago's accredited volunteering service will support local VCSE organisations to promote and fill their volunteering opportunities and will help to match local people in the Sevenoaks district with roles suitable for their interests and skills. Whether people are looking for volunteering as a way to get back into work, to give something back to their community or to learn and develop new skills, our service will promote, support, and improve access to a range of opportunities. Organisations will benefit through increased support from volunteers for their vital local services.	£3,500.00	£3,750	£5,000.00	£2,500.00	
Youth Resilience UK CIC	Mental health support among the community	The project will deliver a series of mental health training for young people in Sevenoaks so they better understand and manage their own emotions and build resilience strategies and techniques to allow them to remain mentally well. In addition, cognitive coaching courses will be delivered to young people at risk in local secondary schools to help them understand and make better decisions so they have improved wellbeing, behaviour and engagement with education. They will also learn skills to become mental health champions to support each other. A specific set of training for young people with autism and ADHD will also be provided.	N/A	£2,031.50	£4,900.00	£2,450.00	
Benefice of Penshurst, Fordcombe and the Chiddingstone s	Repairing and updating our audio facilities	The audio facilities in the two churches of the Chiddingstones are around 20 years old and need updating particularly with a view to community life events (weddings /christenings/ end of life) school use, but also with a view to greater accessibility (remote access to service content and an upgrading of our audio loop). The grant will fund an upgraded audio system to provide greater flexibility for school and community use.	N/A	N/A	£5,000.00	£0.00	Application is ineligible under the terms of the Community Grant Guidelines.
Sevenoaks Samaritans	Recruitment and Training of 12 new volunteers and expansion of Outreach to Construction Industry	Suicide rates in the Construction Industry are nearly 4 times the national average and rising steadily. This equates to approximately 2 deaths by suicide per day. It is a male dominated work environment (87% of workers in the industry are male) and as we know, men are 3 times more likely to take their own lives. This project is to engage with local Construction businesses to collaboratively support them to address these issues.	N/A	£4,203.50	£5,000.00	£2,500.00	
Baby Umbrella	Early parenting support	The transition to parenthood can be tough. For many, it is a time when peer and family relationships change, identities shift, and there is a dislocation from predictable work and social routines. On top of this, there is a tiny baby at the heart of it all, and a steep learning curve on how to feed and care for them. If there are challenges at this vulnerable time, they can feel completely overwhelming. At Baby Umbrella we aim to provide a safe harbour in those early weeks, a place where there is always a warm smile and a hot cup of tea, alongside compassionate and skilled support. The grant will fund core running costs.	£1,900.00	£0	£4,576.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Kenward Trust	Youth Engagement within the Sevenoaks District	To provide more support through our new specialist provision of drug and alcohol education which helps young people affected make better choices. Outreach - to offer 1:1 mentor support and to train up a volunteer to join the team. Intervention - sessions to be offered to schools in the district to support identified at-risk students with this 3 hour workshop. Engaging with Schools - Our Education Executive in her new role to visit and explain our Think Differently project and the benefits, creating relationships with disengaged schools in the district.	£4,666.25	N/A	£4,179.40	£2,089.00	
Every Step Counts	Mature Mover Classes Swanley/Riverhead	The project encourages participation and improves opportunities for excluded vulnerable groups. A weekly class will be provided. The first two sessions will be digital workshops followed by sessions focusing on improving mobility and teaching participants the correct exercise techniques. The funding will go towards creating a new programme for people over 60 focusing on Swanley and Central Sevenoaks/Riverhead.	N/A	N/A	£4,570.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Domestic Abuse Volunteer Support Services	Supporting Sevenoaks residents experiencing domestic abuse	DAVSS provides vital volunteer support services for often traumatised victims of domestic abuse and their children, empowering them to break the cycle of abuse so they and their children can live safe and fulfilling lives again. The grant will contribute towards core costs.	£5,000.00	N/A	£5,000.00	£2,500.00	
West Kent Mind	Chat Room (mental health and wellbeing support group)	The Chat Room is a service delivered to combat loneliness and social isolation, providing mental wellbeing support to build up emotional resilience through a blended approach of online and in-person delivery, facilitated by volunteers and Wellbeing Workers providing opportunities for social interaction, activities, meaningful discussions, and conversations in a safe space.	£3,322.00	£2,031.50	£4,591.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.

Organisation/group name	Title of project/activity you are seeking funding	What is the project, service or activity	2022/23 Previous Funding	2023/24 Previous Funding	2024/25 Grant Request	2024/25 Recommended Allocation	Reason for Refusal
Swanley District Scouts	Adventurous Activities and Funday	A day of Adventure and fun activities for the whole of Swanley District	£2,916.25	N/A	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
The Space DVCC	The Space - A warm, accessible community hub promoting wellbeing & inclusion with hot food.	This funding would come at a pivotal time to allow 'The Space' to continue to deliver through April 24 - March 25, alongside expanding the digital inclusion offering to further promote social inclusion for beneficiaries.	N/A	N/A	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Spurgeons	Targeted, Expert Support for Parents/Carers of Autistic Children & Young People	The purpose of this project is to engage with families to help them to understand life with Autism and how they can manage some of the parenting situations which come with complex needs whilst feeling less isolated, more equipped & resilient. This funding will support the delivery of programmes in the District.	£0.00	N/A	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Copper Beech Allotment Society (CBAS)	Creating a communal area at our allotments for members and visitors	CBAS would like to develop an area within the parish allotment site for communal purposes. This would include wildlife areas, ponds, biodiversity, pollinator-friendly plants, raised beds for vegetables, insect hotels, composting areas, rainwater harvesting systems, seating areas and storage. The aim is to develop this area to enable demonstrations to our community focusing on education, biodiversity and well-being. The area would also serve as a communal area for our members to meet and share ideas which would further enhance the community workshops.	N/A	N/A	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Sevenoaks District Scout Council	Leader adventurous activity training and team building equipment for young people and volunteers	The goal is to improve the quality of activities on offer for all Scouting in Sevenoaks as part of a "skills for life" programme - for ages 4-18. The funding will used to provide paddleboard training for scout leaders and volunteers in the paddleboarding team. The plan is to develop the skills of this team and in doing so run additional activities for young people. In addition, funding will support the team building opportunities through the purchase of laser tag equipment. This activity that was introduced in 2023 and is building momentum.	N/A	N/A	£5,000.00	£0.00	Application is ineligible under the terms of the Community Grant Guidelines. - SPORTS
Kent Wildlife Trust	Elemental Garden Refurbishment at Sevenoaks Wildlife Reserve	The grant will fund the refurbishment of the Elemental Garden at Sevenoaks Wildlife Reserve on Bradbourne Vale Rd. The garden is open to the local community and is frequently used by visiting schools, during forest skills sessions and by our Wilder Well-being Programme (for local adults facing mental ill health or isolation). The garden is managed by a group of dedicated and skilled local volunteers, under the support of our staff.	N/A	N/A	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Protection Against Stalking	Unmasking Stalkers - When Neighbour Disputes, Anti-Social Behaviour & Harassment is Stalking	Stalking behaviours, particularly those related to neighbour disputes, anti-social behaviour and harassment are not easily identified and vulnerable victims are often not provided with the support and protections that remove or reduce their risk. This project will raise awareness of stalking typologies to criminal justice, community safety, housing and education partners and provide complex-need vulnerable victims with ongoing advocacy support and early access (within 48 hours) to our bank of accredited mental health counsellors.	£4,680.00	£4,312.50	£4,800.00	£3,400.00	
Skiffle Express	Skiffle Express	This project provides weekly Skiffle sessions for people with a variety of mental health backgrounds, this includes those with an episodic or long term condition. The project promotes wellbeing and improved mental health management.	N/A	N/A	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
West Kent Mediation	A free conflict resolution service available to all SDC residents	WKM has a clear objective to help neighbours, communities and families resolve their differences through mediation to restore peace, reduce anti-social behaviour and improve mental health. Conflict can have a devastating effect on the parties involved causing anxiety, depression and even homelessness. It frequently has a negative impact on the wider community. Skilled volunteer mediators can help when disputes escalate and communication breaks down, enabling the parties in dispute to understand and appreciate each others different perspectives in a supported environment.	£5,000.00	£5,000	£5,000.00	£3,750.00	
The Reanella Trust	The Resilience Recovery Relief Project	The project spans 6 weeks and focuses on empowering at-risk youth aged 13-18. It targets the root causes of violent and antisocial behaviour through structured interventions, including self-esteem building, emotional regulation, conflict resolution, mentorship, community engagement, and family support. The project fosters a stronger, more inclusive community while addressing health inequalities. By creating connections, providing targeted and familial support, the project aims to leave a lasting legacy of resilience for future generations in Sevenoaks.	N/A	N/A	£5,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.

Organisation/group name	Title of project/activity you are seeking funding	What is the project, service or activity	2022/23 Previous Funding	2023/24 Previous Funding	2024/25 Grant Request	2024/25 Recommended Allocation	Reason for Refusal
West Kent Debt Advice	Helping vulnerable Edenbridge and Sevenoaks residents with debt advice and support	WK Debt Advice provide advice, counselling, budgeting and money management skills training to adults of any age that are wrestling with financial crisis and unmanageable debt. They provide services in Sevenoaks and Edenbridge. The team are trained to work with sensitivity and in partnership with other specialist agencies.	N/A	£2,000	£5,000.00	£2,500.00	
BRIDGES	Forging new links!	This project will aim to expand BRIDGES potential as a hub for integrating new residents, sharing expertise via intergenerational & group activities by increasing the opening hours of the centre to include Saturdays and recruiting younger volunteers. Skilled therapists will deliver sessions and links will be made with a local digital training resource to create better digital access. In addition, the grant will fund the replacement of 4 worn out soap dispensers at hand washbasins.	£2,740.00	£2,050	£2,375.00	£1,209.00	
West Kingsdown Boxing Group	Parkinsons Boxing	To run sessions designed specifically for those with Parkinsons disease. The scheme links with England Boxing who advocate the physical & overall wellbeing benefits of boxing for those with Parkinsons. Sessions provide a safe, embarrassment free space. Many arrive as isolated, lonely, depressed people. It has been too difficult physically & mentally for them to leave their homes. They are embarrassed by their symptoms & the problems they can cause socially. This project allows them to join a group with others living with the same disease whilst not actually being identified as such.	N/A	£0	£1,425.00	£0.00	
2nd Swanley Scout Group	Replacement Emergency Doors	The Scout Hut was built in 1967 and the external emergency doors need to be replaced to improve the safety and security of the property. The Hut is used by the 2nd Swanley Scout Group (Beavers, Cubs, Scouts, Explorers) along with the local Rainbows and Brownies groups. The Hut is also available to be hired by the local community.	N/A	N/A	£1,000.00	£0.00	Application is ineligible under the terms of the Community Grant Guidelines.
Crockenhill Petanque Club	Crockenhill Petanque Club	The club provides the opportunity for people to get together to play petanque enabling them to socialise and participate in an activity / sport and enjoy regular exercise to increase their well-being following Covid. This activity encourages the older generation to learn a very easy activity at no cost. Everyone and anyone can play including disabled and disadvantaged people. The grant will be spent on venue costs and purchase of equipment.	N/A	N/A	£600.00	£0.00	Application is ineligible under the terms of the Community Grant Guidelines.
Tunbridge Wells Counselling Centre	Assisted Places Scheme	The Tunbridge Wells Counselling Centre is a non-profit making Mental Health Charity in Tunbridge Wells who offers a BACP accredited counselling service. As a self-financing organisation, they do not receive funding through the NHS or other public funds. Alongside the regular counselling service, they provide a Assisted Places Scheme (APS) which provides subsidised counselling for those on low income. This grant will be used to fund APS for a number of residents in the District.	N/A	N/A	£1,000.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Sevenoaks Volunteer Transport Group	Provision of transport for elderly people to access health facilities	SVTG provides a coordinated transport scheme catering for elderly, infirm and disabled residents needing assistance with transport to attend medical appointments at clinics and hospitals and activities such as clubs for the disabled. A part-time paid Coordinator schedules the transport which is provided by volunteers using their private cars.	£500.00	N/A	£1,000.00	£500.00	
6th Sevenoaks (Kemsing) Scouts	Provision of quality Scouting in Kemsing	The goal is to improve the quality of Scouting in Kemsing by ensuring the leadership volunteers have access to the equipment that they need to run a quality programme. The leadership team has requested funding for a projector and a sound system to improve the quality of the training to young people. In addition, the proposal is to utilise grant funding for a set of walkie talkies for use during hikes and folding table and benches for use on camps.	N/A	N/A	£940.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.
Sevenoaks District Seniors Forum	Meetings with members, transport and equipment	The grant will help fund, 4 general meetings for all the members (who are 50+) to attend. This will provide an opportunity for the forum to support older people, raise awareness of issues & seek the members views, to give information on ways to make older life better, reduce discrimination, to promote health & wellbeing and to reduce isolation and loneliness. A small amount will be used to ensure that older people are able to get to meetings and are not disadvantaged. A remote microphone will also be purchased to ensure speakers can be heard in venues without a sound system.	N/A	N/A	£900.00	£0.00	The organisation's reserves are considered to be too high to enable a grant to be recommended.
Eden Twinning	Eden Twinning	To create and maintain cultural links between Edenbridge & its surrounding villages & communities in other countries. Eden Twinning will continue the work of Edenbridge & District Twinning Association (EDTA) which was established in 1973 & dissolved in 2023. Activities will include organised visits to twinned towns such as Mont Saint Aignan (MSA) in Normandy, France and reciprocal visits. In addition, cultural, social, sporting & educational activities for members will be organised.	N/A	N/A	£870.00	£0.00	The available level of funding is not sufficient for the Council to be able to prioritise this project.

Organisation/group name	Title of project/activity you are seeking funding	What is the project, service or activity	2022/23 Previous Funding	2023/24 Previous Funding	2024/25 Grant Request	2024/25 Recommended Allocation	Reason for Refusal
Squerryes Winery Park Run	Heavy Duty Mower	The park run wish to purchase a heavy duty mower to ensure that the park run course can be widened and subsequently maintained every year to enable the course to accommodate more participants which is good for their physical and mental health.	N/A	N/A	£599.99	£0.00	Application is ineligible under the terms of the Community Grant Guidelines.
PHAB	Sevenoaks PHAB	PHAB provides weekly meetings for those adults with either a learning disability and/or a physical disability. PHAB inspires and supports disabled adults to have fun, make new friendships and to enjoy a variety of activities together despite their disabilities. The meetings are held weekly.	N/A	£500	£500.00	£500.00	
TOTAL GRANT REQUEST BUDGET					£151,162.39	£28,848.00	
Difference						£28,848.00	£0.00

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Draft EqIA Template – for DECISIONS

This template should be completed alongside proposals that will be subject to decision by Councillors.

Summary of decision to be made:	To approve the preferred option to progress the procurement of a new leisure operator for Edenbridge and Sevenoaks Leisure Centres and Lullingstone Park Golf Course for 5 years (with an option to extend for a further two years).		
Lead Officer (job title):	Sarah Robson (Deputy Chief Executive, Chief Officer for People & Places)		
Date the final decision is due to be made:	14/03/2024	Date this assessment commenced:	02/01/2024
Is the decision relevant to the aims of the Public Sector Equality Duty?			Yes
Eliminate discrimination, harassment and victimisation			Yes
Advance equality of opportunity			Yes
Foster good relations			Yes
If the answer is yes to any of the above, proceed with the assessment. If the answer is no, please say why and summarise any evidence:			
For each of the following characteristics, summarise any existing data, consultation activity, interpretation of the impacts and actions that can be taken to reduce or mitigate any negative impacts:			
Characteristic:	Data and consultation	Summary of impact	Actions
Disability	Sevenoaks District Community Plan; Sevenoaks Health & Wellbeing Strategy & Action Plan.	The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.	WKEP Aim: Events and activities are open to all and raise awareness
	Local Plan 2040 – evidence assessment (supply, demand and need between now and 2040).	The successful bidder will work to promote opportunities for people with a disability to use the services provided at the council’s leisure facilities.	
		Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.	
		The new leisure contract will require the operator to take account of the different needs of users, existing and prospective, in structuring their leisure offer. This will relate both to customer service, in ensuring users receive a consistently appropriate and high standard of service regardless of background and needs, and ensuring that need-specific activities.	

Draft EqIA Template – for DECISIONS

Carers	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all and will continue to provide opportunities for carers to access services.</p> <p>The future contract will build upon existing initiatives to ensure that there is a programme of holiday activities that children of different ages can participate in, as well as ways to increase the participation of families in health and wellbeing activities.</p> <p>Concessionary memberships are included within the procurement specification.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
			<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
Race	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
			<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
Gender	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
			<p>WKEP Aim: Events and activities are open to all and raise awareness</p>

Draft EqIA Template – for DECISIONS

		<p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p>	
Age	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p> <p>The operator contract will ensure that the leisure operator provides classes/activities that are tailored to the needs of different age groups, including sessions that are open only to a specified age range</p> <p>Concessionary memberships are included within the procurement specification.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
Religion / Belief	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>

Draft EqIA Template – for DECISIONS

		Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.	
Sexual Orientation	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
Pregnancy / Maternity	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
Marital or Civil Partnership Status	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>

Draft EqIA Template – for DECISIONS

		<p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p> <p>There is no anticipated impact in respect of residents who are or are not married or in a civil partnership.</p>	
Gender reassignment	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
Summary of impacts : (to be included in committee reports)	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to (i) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, (ii) advance equality of opportunity between people from different groups, and (iii) foster good relations between people from different groups. The decisions recommended through this paper directly impact on end users. The impact has been analysed and does not vary between groups of people.</p>		
Please tick the outcome of this assessment:	No impact <input checked="" type="checkbox"/>	Adjust the policy <input type="checkbox"/>	Continue the policy <input type="checkbox"/>
Date assessment will be reviewed:	01/05/2031		

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Appendix D – Guidance to new HMRC VAT ruling

HM Revenue and Customs (HMRC) issued a Brief - Revenue & Customs Brief 3 (2023) - on changes to the VAT treatment of Leisure Services supplied by Local Authorities. This note explains the background, what has changed, and what Authorities need to consider now.

Background

HMRC have historically regarded the in-house provision of leisure services by Authorities to be a taxable business activity. Some Authorities have chosen to outsource leisure centres to Charitable Trusts, which were regarded by HMRC as eligible bodies for a VAT exemption on sport supplies, meaning that they don't need to charge VAT to users of the sports facilities covered. However, the Trusts are also unable to recover much of the VAT incurred on related expenditure.

In 2017, following litigation by the London Borough of Ealing, HMRC accepted that Authorities could also be treated as eligible bodies for the VAT exemption used by the Trusts. They didn't force Authorities to apply VAT exemption, and many chose not to due to the impact on their Partial Exemption calculations – which could have adversely affected VAT recovery on expenditure across the whole Authority.

More recently, Chelmsford City Council, Midlothian Council and Mid-Ulster Council all successfully contested that leisure services were provided under a special legal regime, which was applicable only to Authorities. Within England, this is Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 (“the Act”). Charges under special legal regimes can only be treated as non-business if doing so would not significantly distort competition. However, HMRC issued their Brief conceding this aspect before the courts could consider it.

The advantage of non-business treatment under Chelmsford (or Midlothian in Scotland and Mid-Ulster in Northern Ireland), rather than VAT exemption under Ealing, is that income is still relieved from VAT - but without the same risk of affecting the recovery of VAT on expenditure.

What is covered by the Brief?

HMRC say that it covers Authorities' provision of in-house leisure services to members of the public. Our interpretation of the Brief is that non-business treatment applies to:

- Charges for the casual use of Authorities' sports facilities – within leisure centres, schools, or elsewhere.
- Bookings of such facilities, where the criteria for the existing series of lets or continuous let VAT exemptions aren't met.

Where the above supplies are made by a third party acting as the agent of an Authority, we consider that non-business treatment applies to charges made to the public. However, it would not apply to charges made by third parties acting as principal. Care should be taken to determine the structure in place.

The Brief also excludes:

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- Lettings of sports facilities which meet the criteria for a series of lets or a continuous let, or any non-sporting lets. These remain exempt from VAT unless the option to tax has been exercised by the Authority.
- Charges for classes/tuition provided by the Authority. These remain exempt from VAT.
- Catering/vending, and other supplies of goods. These remain business activities, mainly subject to VAT, although some charges for cold takeaway food may be eligible for zero rating.
- Car parking. Any charges for off-street parking remain subject to VAT.

HMRC published updated guidance on 15 November 2023 accepting non-business treatment applies to:

- memberships;
- facility visits;
- lettings of sports facilities;
- lettings of non-sports facilities for sports, such as a community centre in some cases;
- leases of local authority-run sports facilities;
- letting local authority recreation grounds for sports events; and
- sports tuition and education.

Action to be taken by Authorities

Authorities no longer need to charge VAT on supplies covered by the Brief. When they stop, there is no requirement to reduce the prices charged to customers.

The consequences of the revised VAT treatment should be considered as part of any future evaluation over whether to outsource or insource leisure services. In-house operation is now likely to be more VAT-efficient than outsourced, as Authorities' will largely be able to make the same supplies "VAT-free" as Trusts can, but with the benefit of VAT recovery on expenditure. However, HMRC's Brief still leaves income sources as VAT-exempt (so some impact on Partial Exemption calculations).

This note is intended to be a general guide to the changes and does not constitute VAT advice. Arrangements for the provision of leisure services can vary considerably.

Source: PS TAX

People and Places Advisory Committee Work Plan

June 2024

- Broomhill Bank Internship Update
- Millwall Community Trust Update
- Update from DAVSS (Domestic Abuse Volunteer Support Service)
- Update from PAS (Protection Against Stalking)

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