

14 December 2023 at 7.00 pm

Council Chamber, Argyle Road, Sevenoaks

Published: 14.12.23



# Cabinet

## Supplementary Agenda 2 – Minutes marked To Follow

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6. <b>Infrastructure Funding Statement (IFS) Priorities</b>	Replacement for Page 69	Carlyn Kan Tel: 017322 27264
7. <b>Swanley Neighbourhood Plan Regulation 16 Consultation</b>	Replacement for Page 157	Vivienne Riddle Tel: 01732 227375
8. <b>Economic Development Strategy Update</b>	Replacement for Page 181	Emily Haswell Tel: 01732 227261
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10. <b>Pest Control Service Review</b>	Replacement for Page 215	Trevor Kennett Tel: 01732 227407
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14. <b>Citizen's Advice Service Level Agreement 2024-2027</b>	Replacement for Page 323	Kelly Webb Tel: 01732 227474
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If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

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

**Item 4a – Allocation of Community Infrastructure Levy (CIL) Contributions to Local and Strategic Infrastructure projects**

The attached report was considered by the Community Infrastructure Levy (CIL) Spending Board on 29 November 2023. The relevant Minute extract is below.

**Community Infrastructure Levy (CIL) Spending Board (29 November 2023, Minute 4)**

The Principal Infrastructure Delivery Officer presented the report which provided Members with a background to the Community Infrastructure Levy (CIL) and advised Members that there were some changes following the new Levelling Up and Regeneration Act which would have a direct impact on the current Section 106 and CIL regimes, through the introduction of a new Infrastructure Levy to be rolled out over a 10 year period. It was important to note that the proposal did not currently change the Council's CIL process or governance, however when the changes did come in, the Council would need to be ready to make changes to the way infrastructure projects were funded at the local level.

She further advised that paragraph 9 set out that a total of 15.1 million pounds had been collected since 2014 and £7.9 million allocated by the CIL Spending Board. The amount available for allocation by the Board for local and strategic infrastructure projects was just over £1.6 million.

She advised that the bids set out before the Board had gone through a rigorous assessment process and those shortlisted against the criteria were set out in Appendices A to F for the Board's consideration.

**Application A – Sevenoaks Wildlife Reserve Redevelopment Project**

The application sought £250,000 to improve the visitor facilities and safeguard biodiversity at Sevenoaks Wildlife Reserve. The proposal set out a number of improvements, including refurbishing the visitor centre to provide a new cafe, retail and event spaces, improved toilets, an outdoor seating area, play area, resurfaced car park with increased capacity and upgraded interpretation. It is also proposed to safeguard biodiversity through installing a new security fence and zoning, to minimise wildlife disturbance and balance visitor presence.

Sevenoaks Wildlife Reserve is a nationally important nature reserve and Site of Special Scientific Interest (SSSI), with over 2,000 species recorded and attracting around 50,000 visitors per year.

Officers advised that it was estimated that the total project was £1,500,000 and the funds sought were 17% of the overall cost of the project. To date, no

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other funding sources had been secured but a large range of funding opportunities were being explored.

Officers advised approval, as the proposal demonstrated strong social, economic and environmental benefits to the community and public benefit, a strong link between new development and the scheme, good partnership working and strong local support. The proposal provided clear evidence to show that the scheme would be delivered and it contributed to the Council's commitment to tackling climate change.

The Board was addressed by the following speakers:

Company/person/body responsible for the bid: Rebecca Rees (Head of Strategic Projects and Funding)

For the bid: Trevor Kennett (SDC Head of Direct Services)

Against the bid: -

Town Representative: -

Local Member: Cllr Shea

Members asked questions of the speakers which focused on additional funding, and economical benefits. In response to questions Members were advised that Kent Wildlife Trust were confident that they would be able to raise the full funds, and a phased approach to the improvements could be undertaken as the funds became available.

### Application B – Public Rights of Way Improvements

The application sought £209,000 to improve nine public rights of ways across the District which were used for accessing daily facilities such as schools, shops and for leisure.

The improvements included the provision of all-weather surfaces allowing all year use and for all user groups, new signage and works to improve the general amenity of the routes, for example, measures to encourage biodiversity. It was anticipated the works would encourage more walking on all routes.

Officers advised that the overall cost of the project was £279,000 and the funds sought were 75% of the overall cost of the project. Kent County Council as the applicant would contribute £70,000 towards the project.

Officers advised approval, as the proposal demonstrated strong social, economic and environmental benefits to the community, strong local support, as well as a strong link between new development and the scheme. The proposal also demonstrated clear evidence to show the scheme would be delivered, and had strong local support. The scheme also contributed towards the Council's commitment to tackling climate change.

The Board was addressed by the following speakers:

Company/person/body responsible for the bid: Graham Rusling (Public Rights of Way and Access Service Manager)

For the bid: -

Against the bid: -

Parish Representative: -

Local Member: Cllr Roy

Members asked questions of the speakers.

#### Application C – New Sewerage Connection at Swanley Park

The application sought £25,000 for the installation of a new sewerage connection at Swanley Park which would connect the public toilets in Swanley Park to the main sewerage network 350m away along College Road. This would replace the existing septic tank which required emptying 2 – 4 times a week via vehicular tanker, and would significantly improve the capacity of the current infrastructure for the benefit of the local community and visitors. The estimated cost of the project was £58,147.50 and the amount requested was 43% of the total project cost.

Swanley Town Council had identified additional funding sources and grants.

The application was recommended for approval as the proposal demonstrated strong social, economic and environmental benefits to the community, as well as significant public benefit and strong local support. The scheme was also identified in an adopted strategy or plan, there was clear evidence to show that the scheme would be delivered and it contributed towards the Council's commitment to tackling climate change.

The Board was addressed by the following speakers:

Company/person/body responsible for the bid: Town Cllr Michael Horwood (Swanley Town Council)

For the bid: -

Against the bid: -

Town Representative: Town Cllr Cathy Morgan

Local Member: Cllr G. Darrington

Members asked questions of the speakers which focused on savings being made by the Town Council by no longer having to pay for septic tanks. Members were advised that the savings made would be re-invested into the Park.

#### Application D – West Kingsdown Village Hall Car Park

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The application sought £17,000 for the refurbishment of West Kingsdown Village Hall Car Park, which would resurface the car park to be even and use more resilient materials to prevent the hall from flooding in the future. It proposed a fit for purpose car park to serve users of the hall, Gamecock field and Community Cupboard, a charity offering residents food, groceries and friendly signposting to other support services. The total estimated project would be £38,000 and the amount requested was 45% of the total project cost.

West Kingsdown Village Hall Management Committee had in principle identified additional funding sources to support the application.

Officers recommended the application for approval as the proposal demonstrated strong social benefit to the community as well as strong local support, with significant public benefit and good partnership working. The application maximised funding from other sources and there was clear evidence to show that the scheme would be delivered. The scheme did not already benefit from CIL funding.

The Board was addressed by the following speakers:

Company/person/body responsible for the bid: Pat Bosley (Secretary for the West Kingsdown Village Hall Management Committee)

For the bid: -

Against the bid: -

Parish Representative: -

Local Member: Cllr Harrison

Members asked questions of the speakers. In response to questions Members were advised that the new car park would allow for water run off to avoid flooding and that there would be no EV charging points.

### Application E – Greatness Community Pavilion

The application sought £787, 500 for the construction of a new community pavilion at Greatness recreation ground which would provide a two-storey multi-purpose activity space, treatment room, gym and associated facilities. The pavilion will provide a new community space focused on health and wellbeing. It is proposed that the pavilion will be open to the public seven days a week. It would support all users of the recreation ground through the provision of modern and fit for purpose facilities to host community group exercise, counselling, support and information sessions. It would also provide Sevenoaks Town Football Club with improved facilities and enable the Club to continue running and expand its community football programme with a particular focus on underrepresented groups and those most in need.

The total estimated project was £1,975,000 and the amount requested was 40% of the total project cost. Additional funding sources and grants had been identified and confirmed.

The application was recommended for approval as the proposal demonstrated strong social, economic and environmental benefits to the community as well as significant public benefit. Good partnership working, and maximised funding from other sources was also evident. The proposal also showed a strong link between new development and the scheme, and it was identified in an adopted strategy or plan and clear evidence to show that the scheme would be delivered. The scheme contributed towards the Council's commitment to tackle climate change.

The Board was addressed by the following speakers:

Company/person/body responsible for the bid: Linda Larter (Town Clerk, Sevenoaks Town Council)

For the bid -

Against the bid: -

Town Representative: -

Local Member: Cllr Leaman

Members asked questions of the speakers.

Application F – Harvestfield Park play facilities improvements

The application sought £20,000 to improve the play facilities at Harvestfield Park. This project includes the installation of a trim trail in the main play area, replacement of the existing swing frames, installation of a multi-use area with markings for various games and a flat surface and space for ball games. The new facilities will maximise the potential of existing space by offering an improved play and recreation area for children and young people.

The total estimated project was £43,109 and the amount requested was 46% of the total project cost. Additional funding sources and grants had been identified but some were unsecured.

The application was recommended for approval as the proposal demonstrated a strong social and public benefit with strong local support. There was a strong link between new development and the scheme and it was identified in an adopted strategy or plan. There was clear evidence to show that the scheme would be delivered.

The Board was addressed by the following speakers:

Company/person/body responsible for the bid: Cllr Rachel Waterton (Crockenhill Parish Council)

For the bid -

Against the bid: -

Parish Representative: -

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Local Member: -

Members asked questions of the speakers which focused on funding. Members were advised that at the time of submitting the application a more expensive quote had been submitted and so the amount requested was based on the figure given.

At 8.50pm the Chairman adjourned the meeting for the comfort of those present.

The meeting resumed at 9.05pm.

The Chairman moved that the recommendations as set out in Appendix G be agreed.

Members commenced debate on the applications before them considering the merits of the applications. Discussion took place on Application D regarding top up funding and electrical charging points. The Chairman used her discretion and requested officers respond to clarify concerns around funding. Further debate took place on application F and the Chairman used her direction to allow the applicant to answer further questions. She clarified that further quotes were submitted, changes were made to the scheme and shopping around for the project to cost £20,000. The Parish Council already had a fund, with £1000 left from a legacy and £9,000 was previously budgeted for with the improvements to the other playground in Crockenhill and already invested in that play park from three other sources and so the Parish Council could contribute £9,000. She confirmed that the Parish Council would only require £10,000 of CIL for the works to be undertaken.

Members discussed the reduction of cost of works, and considered whether a clawback mechanism could be added. Members expressed their consensus on the clawback mechanism, with this the Chairman amended her motion from the chair to include "should the total budget not come to the £20,000 as applied for, then the unspent money would be returned to the Council".

The motion was put to the vote and it was

Resolved: That it be recommended to Cabinet that

- A. i) That the **£250,000** applied for, as set out in the report, for the scheme "Sevenoaks Wildlife Reserve redevelopment project" be approved on the following grounds:
- Strong social, economic and environmental benefits to the community;
  - Strong link between new development and the scheme;



- Good partnership working;
- Significant public benefit;
- Clear evidence to show that the scheme will be delivered;
- Strong local support;
- The scheme contributes towards the Council's commitment to tackling climate change.

This should be subject to a legal agreement being signed within 6 months of the decision date (or such further time as may be agreed between the parties) which shall require as condition of payment that:

- Funding for the entire project has been secured.
- ii) If the legal agreement is not signed in accordance with the above, then the funding applied for would be refused, for:
- Without a legal agreement the bid would fail to ensure the effective management of CIL funds; and
  - Without a legal agreement to secure where the CIL money is spent the bid would fail to ensure sufficient certainty that the scheme will be delivered as applied for.
- B. i) That the **£209,000** applied for, as set out in the report, for the scheme "Public Rights of Way Improvements" be approved on the following grounds:
- Strong social, and environmental benefits to the community;
  - Strong link between new development and the scheme;
  - Significant public benefit;
  - Clear evidence to show that the scheme will be delivered;
  - Strong local support;
  - The scheme does not already benefit from CIL funding;
  - The scheme contributes towards the Council's commitment to tackling climate change.

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This should be subject to a legal agreement being signed within 6 months of the decision date (or such further time as may be agreed between the parties) which shall require as condition of payment that:

- Written confirmation that the required consents for each tranche are secured before the transfer of the CIL funds.
- ii) If the legal agreement is not signed in accordance with the above, then the funding applied for would be refused, for:
  - Without a legal agreement the bid would fail to ensure the effective management of CIL funds; and
  - Without a legal agreement to secure where the CIL money is spent the bid would fail to ensure sufficient certainty that the scheme will be delivered as applied for.

C. i) That the **£25,000** applied for, as set out in the report, for the scheme “New sewerage connection at Swanley Park” be approved on the following grounds:

- Strong social, economic and environmental benefits to the community;
- The scheme is identified in an adopted strategy or plan;
- Significant public benefit;
- Clear evidence to show that the scheme will be delivered;
- Strong local support;
- The scheme contributes towards the Council’s commitment to tackling climate change.

This should be subject to a legal agreement being signed within 6 months of the decision date (or such further time as may be agreed between the parties) which shall require as condition of payment that:

- Funding for the entire project has been secured.
- ii) If the legal agreement is not signed in accordance with the above, then the funding applied for would be refused, for:
  - Without a legal agreement the bid would fail to ensure the effective management of CIL funds; and

- Without a legal agreement to secure where the CIL money is spent the bid would fail to ensure sufficient certainty that the scheme will be delivered as applied for.
- D. i) That the **£17,000** applied for, as set out in the report, for the scheme “West Kingsdown Village Hall Car Park” be approved on the following grounds:
- Strong social benefit to the community;
  - Good partnership working;
  - Significant public benefit;
  - Funding maximised from other sources;
  - Clear evidence to show that the scheme will be delivered;
  - Strong local support;
  - The scheme does not already benefit from CIL funding.

This should be subject to a legal agreement being signed within 6 months of the decision date (or such further time as may be agreed between the parties) which shall require as condition of payment that:

- Funding for the entire project has been secured.
- ii) If the legal agreement is not signed in accordance with the above, then the funding applied for would be refused, for:
- Without a legal agreement the bid would fail to ensure the effective management of CIL funds; and
  - Without a legal agreement to secure where the CIL money is spent the bid would fail to ensure sufficient certainty that the scheme will be delivered as applied for.

- E. i) That the **£787,500** applied for, as set out in the report, for the scheme “Greatness community pavilion” be approved on the following grounds:
- Strong social, economic and environmental benefits to the community;
  - Strong link between new development and the scheme;
  - Good partnership working;

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- The scheme is identified in an adopted strategy or plan;
- Significant public benefit;
- Funding maximised from other sources;
- Clear evidence to show that the scheme will be delivered;
- Strong local support;
- The scheme contributes towards the Council's commitment to tackling climate change.

This should be subject to a legal agreement being signed within 6 months of the decision date (or such further time as may be agreed between the parties) which shall require as condition of payment that:

- Funding for the entire project has been secured.
- ii) If the legal agreement is not signed in accordance with the above, then the funding applied for would be refused, for:
- Without a legal agreement the bid would fail to ensure the effective management of CIL funds; and
  - Without a legal agreement to secure where the CIL money is spent the bid would fail to ensure sufficient certainty that the scheme will be delivered as applied for.

F. i) That the **£20,000** applied for, as set out in the report, for the scheme "Harvestfield Park play facilities improvement" be approved on the following grounds:

- Strong social benefit to the community;
- Strong link between new development and the scheme;
- The scheme is identified in an adopted strategy or plan;
- Significant public benefit;
- Clear evidence to show that the scheme will be delivered;
- Strong local support;
- The scheme does not already benefit from CIL funding.

This should be subject to a legal agreement being signed within 6 months of the decision date (or such further time as may be agreed

between the parties) which shall require as condition of payment that:

- Funding for the entire project has been secured.
  - Should the total budget not come to the £20,000 as applied for, then the unspent money would be returned to the Council.
- ii) If the legal agreement is not signed in accordance with the above, then the funding applied for would be refused, for:
- Without a legal agreement the bid would fail to ensure the effective management of CIL funds; and
  - Without a legal agreement to secure where the CIL money is spent the bid would fail to ensure sufficient certainty that the scheme will be delivered as applied for.

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**Item 06 – Infrastructure Funding Statement (IFS) Priorities**

The attached report was considered by the Development & Conservation Advisory Committee on 12 December 2023. The relevant Minute extract is below.

**Development & Conservation Advisory Committee (12 December 2023, Minute 28)**

The Infrastructure Delivery Officer presented the report, which set out the priorities within the annual Infrastructure Funding Statement (IFS), and updated the committee on how recent developer contributions had been spent. The IFS was an annual requirement within CIL legislation, requiring the Council to set out the income and expenditure from CIL and s106 over the last financial year, and the types of infrastructure the Council intended to fund in the coming year.

The officer outlined the evidence base considered in the formation of the proposed priorities. The emerging Local Plan was an important consideration, to ensure that growth was supported and the impact of new developments was considered. The Infrastructure Delivery Plan (IDP) was also an important consideration. Statements based on ongoing engagement with infrastructure providers, as part of the Local Plan process, were produced in 2022 and 2023.

The proposed priorities for the coming year were largely unchanged, with some refinements based on ongoing engagement with infrastructure providers. These included more specific education and health & social care provisions, needed to support growth within the Local Plan. Members were reminded that the priorities within the IFS were not binding, but provided transparency to developers and communities regarding infrastructure-funding intentions.

In response to questions, officers explained that the ability to deduct the existing floor area from that proposed in calculating the CIL charge was part of national CIL legislation and could not be modified. The discount was intended to assist with the viability of brownfield sites, which could be unviable with an additional CIL payment, which could have knock-on effects on other policy priorities.

Members discussed the increased capacity of Otford Health Services as a priority. It was noted that the number of doctors available was a constraining factor on the delivery of this. Officers explained that the Council worked in partnership with healthcare providers to ensure they were ready to fill these spaces once available. The Council's focus was on ensuring the land-use element of the infrastructure was delivered, even if the personnel element was not.

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Members were advised that the junction improvements at Bat & Ball were tied to the development at Sevenoaks Quarry. Details regarding the provision of these improvements would be contained in the S106 agreement for the site, when it was finalised. Data from the transport modelling work undertaken for the Local Plan would feed into further improvements. The review of the CIL Charging Schedule was ongoing, and would be brought to the committee next year.

Members discussed the future of the Community Infrastructure Levy, and potential replacements for larger sites. One suggestion was that CIL be reserved for minor sites, of fewer than 10 units. Larger sites would instead use tailored s106 agreements, which would provide more certainty on when and where the money could be spent.

### Public Sector Equality Duty

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

Resolved: That the recommendations to Cabinet, as below, be supported:

(a) That the criteria for prioritising infrastructure projects as set out in paragraph 6 should remain.

(b) That the specific projects and types of infrastructure recommended in paragraphs 21-33 of this report are identified in the IFS as having a priority for full or partial funding.



**Item 07 – Swanley Neighbourhood Plan Regulation 16 Consultation**

The attached report was considered by the Development & Conservation Advisory Committee on 12 December 2023. The relevant Minute extract is below.

**Development & Conservation Advisory Committee (12 December 2023, Minute 27)**

The Senior Planning Officer presented the report, which updated the committee on the progress of the Swanley Neighbourhood Plan, and set out Council's proposed response to the ongoing Regulation 16 Consultation. The consultation began on 30 November and would run until 11 January. The Council's comments reflected the need for the Neighbourhood Plan to be aligned with the council's existing policies, and the emerging Local Plan.

The officer set out the process by which the Council's response would be finalised. The approach had been changed since the Sevenoaks Town Neighbourhood Plan to allow for greater member input. The draft response did not yet include comments from officers across the council; these would be agreed with the Portfolio Holder, along with any feedback from the committee process.

Members discussed the report. It was noted that the leader of the Swanley Town Neighbourhood Plan Steering Group was happy with the feedback and comments in the draft response.

Public Sector Equality Duty

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

Resolved: That the Swanley Neighbourhood Plan Regulation 16 Consultation be noted, and SDC's proposed representation be supported.

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## **Item 08 – Economic Development Strategy Update**

The attached report was considered by the Improvement & Innovation Advisory Committee on 5 December 2023. The relevant Minute extract is below.

### **Improvement & Innovation Advisory Committee (5 December 2023, Minute 27)**

The Economic Development Officer - Business Support & Town Centres presented the report, which updated the committee on the first year of the Economic Development Strategy. The Strategy had no additional funding associated with it, and thus partnership working and available funding were maximised. The UKSPF investment plan was aligned with the EDS, which has meant the funding could deliver projects covering both areas.

The Strategy was a framework centred on supporting the local economy. This approach kept a level of flexibility within the Strategy, which would allow it to adapt to external circumstances and opportunities. 86% of actions were either Green- or Amber- coded, which meant progress had been made towards the objective. The 5% of actions which were Red-coloured were being actively worked on, to bring them to amber before the completion of the strategy.

Members asked questions regarding broadband coverage within the district and its impact on professional services. The officer explained that the council were engaging with Kent County Council regarding the Broadband Delivery Plan, to add value within the district. It was noted that smaller businesses had taken advantage of the Meeting Point hub and similar businesses, which could guarantee strong internet connections. Community-led solutions for broadband in rural areas were also a possible avenue to address this.

Members asked questions of clarification regarding specific projects. The redevelopment of 96 High Street, Sevenoaks had been linked to the Land east of High Street, Sevenoaks, and would be included within the proposed consultation in February 2024. Several ideas were being investigated, but stakeholder engagement was necessary before further developing them.

Members discussed the report, and raised some areas of potential further investigation, including the re-establishing the Otford Road Park and Ride and the impact of sustained roadworks on local businesses.

Resolved: That the report be noted.

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## **Item 09 – UK Shared Prosperity Fund Update**

The attached report was considered by the Improvement & Innovation Advisory Committee on 5 December 2023. The relevant Minute extract is below.

### **Improvement & Innovation Advisory Committee (5 December 2023, Minute 26)**

The Economic Development Officer - Business Support & Town Centres presented the report, which updated the committee on the monitoring of the UK Shared Prosperity Fund and the Rural England Prosperity Fund. Both programmes were subject to extensive government-led monitoring, and all reports submitted by the Council had been approved with no concerns. The programme covered 15 project areas, and aimed to maximise the Economic Development Strategy work alongside it. Some projects were delivered in partnership with neighbouring authorities; members were advised that, where this was the case, all funding put forward by Sevenoaks was distributed to recipients within the district. Members heard a brief overview of the grant programmes which had been delivered.

In response to questions, members were advised that every area in the district had been allocated funding. All of the available funding had been allocated through the investment plan, as agreed by Members. The Committee viewed a video designed to raise awareness of Small Business Saturday, as part of the Town Centre Programme. Members discussed the programme, and requested that further data regarding impressions and responses to the video and similar projects be included in future updates.

Members discussed the forecast projects. They were advised that these were town council projects which would be confirmed when brought forward to the Council. Funding had been allocated for them through the Town Centre funding, but their specifics had yet to be agreed. The programme extended for 3 years; judgements regarding its continuation beyond that could not be made.

Resolved: That the report be noted.

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**Item 10 – Pest Control Service Review**

The attached report was considered by the Cleaner & Greener Advisory Committee on 23 November 2023. The relevant Minute extract is below.

**Cleaner & Greener Advisory Committee (23 November 2023, Minute 37)**

The Head of Direct Services presented the report, which proposed the termination of the pest control service. This was a non-statutory service which operated at a market share of below 2%. In 2022/23, only 348 domestic jobs were completed. A single officer provided the service, meaning it had very little resilience. The officer explained that the business landscape for pest control services had changed; many home insurance policies now included pest control, and the service was not cost-effective. The council would work with the British Pest Control Association to source local accredited suppliers, to ensure that residents were able to access local businesses.

Members discussed the report.

Resolved: that it be recommended to Cabinet that Option 2, as detailed within the report, be approved.

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**Item 11 – Cess Pool Service Review**

The attached report was considered by the Cleaner & Greener Advisory Committee on 23 November 2023. The relevant Minute extract is below.

**Cleaner & Greener Advisory Committee (23 November 2023, Minute 38)**

The Head of Direct Services presented the report, which set out the service review of the cess pool emptying service, and recommended its cessation. This was a non-statutory service for domestic and commercial customers, and had historically struggled to generate profit, despite frequent usage. The service was unable to secure profitable jobs in competition with the private sector. The service consisted of a single cesspool tanker, one driver, and one operator. A pre-MOT test investigation had shown that the tanker would fail in nearly every area, and would require significant investment to remain operable.

In response to questions, the officer explained that there were a number of private cesspool services within the district, so the termination of the service would not negatively impact existing customers. Only one other local authority across Kent, Surrey, and Sussex maintained a cesspool service, though they were also reviewing the service with a view to end it. Communications would be issued to existing customers to help them migrate to new providers. These would focus on promoting local services.

Resolved: that it be recommended to Cabinet that Option 2 – Cease the Cesspool Service, as detailed in the report, be approved.

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**Item 12 – Public Spaces Protection Order – The Vine Consultation Response and Order**

The attached report was considered by the People & Places Advisory Committee on 30 November 2023. The relevant Minute extract is below.

**People & Places Advisory Committee (30 November 2023, Minute 28)**

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.

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

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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.

**Item 13 – Public Spaces Protection Order – London Road, Halstead, Orpington by Pass Badgers Mount and the M25 Spur Road**

The attached report was considered by the People & Places Advisory Committee on 30 November 2023. The relevant Minute extract is below.

**People & Places Advisory Committee (30 November 2023, Minute 29)**

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.

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**Item 14 – Citizens’ Advice Service Level Agreement 2024 - 2027**

The attached report was considered by the People & Places Advisory Committee on 30 November 2023. The relevant Minute extract is below.

**People & Places Advisory Committee (30 November 2023, Minute 30)**

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.

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## **Item 15 – Interim Leisure Operator Monitoring Report**

The attached report was considered by the People & Places Advisory Committee on 30 November 2023. The relevant Minute extract is below.

### **People & Places Advisory Committee (30 November 2023, Minute 32)**

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 by Members towards maintenance during this process.

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

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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
- 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.