

**SEVENOAKS TOWN COUNCIL
MINUTES OF THE YOUTH SERVICES SUB COMMITTEE
HELD ON 14TH DECEMBER 2016 AT THE STAG AT 7.00 P.M.**

Present: Cllr Rachel Parry (Vice Chairman), Cllr Marilyn Canet, Cllr Andrew Eyre (ex officio), Cllr Simon Raikes, Elise Van Den Hoek (Youth Councillor), Gail Grieves, Caroline Berry (SAYT), Kate Craib (West Kent Communities).

There were no members of the public present at the meeting. In the absence of the Chairman, Cllr Mrs Parry chaired the meeting.

354. Apologies for Absence

Received from Cllr Nicholas Busvine, Cllr Richard Parry, Cllr Edward Parson, Cllr Edward Waite, and Cllr Pam Walshe.

355. Requests for Dispensations

There were no requests for dispensations from councillors.

356. Declaration of Interests

There were no Declaration of Interests from councillors.

Kate Craib had to attend another event and therefore the Chairman agreed to bring her agenda item to the beginning of the meeting.

357. Report from Partners – West Kent Communities

Kate talked through the plans for West Kent Communities managing the KCC Commissioning for youth projects within the Sevenoaks District. The attached providing additional information was circulated at the meeting.

It was noted that West Kent Communities would identify ASAP the number of days that they would hire the youth café facilities within a year.

358. Minutes of the Youth Council Meeting held on 15th November 2016

RESOLVED: To receive and note the Minutes.

359. Minutes of the Youth Services Sub Committee held on 15th November 2016

RESOLVED: To receive, accept and sign the Minutes as a true record.

360. House in the Basement Youth Café

i) Report for November and December 2016.

Staffing – Simon and Cali are both leaving. Simon is going to Cambodia for 6 weeks and Cali will be taking up a new position with Haysebrook School. HitB wanted to record their gratitude for their contribution at the youth café and wish them well for the future.

Jo Matthews who has volunteered for HitB since it opened is also leaving. HitB are also most grateful to her for her many hours of volunteering and wish her well for the future.

The venue hosted a tea party for the Pantomime cast and Mencap Drama Club. 15 young people from the youth café were given the opportunity to have tickets for the pantomime and went as a group.

One young person had demonstrated to other young people how to create 3D snowflakes.

It was noted that the youth café was facing difficult times due to lack of staff and volunteers and may prove difficult to remain open as scheduled. Any changes of opening will be posted to the Facebook page.

- ii) Geographical data for October and November 2016.
- iii) Statistics and income for October and November 2016.
- iv) Finance Report to 30th September 2016.

RESOLVED: To note and accept the reports. To also note that statistical information would be provided within a different format in the future.

361. Youth Club Sevenoaks Community Centre

Kent County Council – Early Help and Preventative Services host a Monday Youth Club at Knole Academy, and were looking to move location.

They were hoping to move this to the community centre. A session would last three hours with a trial January to Easter 2017, hire dates being available.

Members expressed some concerns about lack of facilities at the community centre to entertain young people and also security for the venue as previously a similar exercise created some problems for other hirers.

RESOLVED: To agree to the use of the community centre for a youth club on a trial basis subject to further details being provided.

362. Reports from Co Opted Partners – Sevenoaks Area Youth Trust

It was reported that the Trust were in the process of recruiting for replacement staff.

363. Press Releases

RESOLVED: Not to issue a press release.

There being no further business the Chairman closed the meeting at 8.30 p.m.

Signed
Chairman

Dated

Sevenoaks District Commissioned Youth Service

The Providers

West Kent Communities is part of West Kent Housing Association. We run a range of projects and services that help build and support strong, cohesive and inclusive communities across Kent.

We've been running projects for children and young people around the Sevenoaks District for over ten years and we're delighted to have been commissioned once again by Kent County Council to deliver youth services.

The Service

This service will raise the aspirations of young people aged 8-24 living across the District and support them to achieve their potential through a varied programme that covers a range of different locations and types of activity. We have divided the District into six areas, allowing us to develop good district coverage. These are:

Sevenoaks & surrounding parishes

Swanley & surrounding parishes

Edenbridge & surrounding parishes

Westerham & surrounding parishes

New Ash Green & surrounding parishes (including West Kingsdown and Hartley)

Otford & surrounding parishes

The service will move around the district, delivering different provision at different times to allow us to reach as many young people as possible. Working with young people to design, organise and review the service in each area, we will deliver:

Block A – Intensive

- Youth Forum planning meeting
- Visits to schools and local groups to raise awareness, signpost and sign-up.
- Delivering 18 after-school sessions in key local schools, focussing on consultation and community development (including Youth Forum recruitment).
- Delivering a local festival, consisting of 36 sessions, co-designed with young people (and open to young people from around the district) delivering a range of specialist workshops.
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Block B – Community

- Youth Forum meeting
- Delivering Community Programme – six street based and community venue sessions for young people and exploring learning and employment opportunities.

Block C – Planning and Learning

- Youth Forum meeting
- Youth Forum annual planning and team-building day
- 10 Events and training sessions to meet needs.

Block D – Community

- Youth Forum meeting
- Six Community sessions – street and/or community venue based sessions

Block E – Learning

- Youth Forum meeting
- Four Training and Enterprise events delivered to meet identified needs.

Block F – Community

- Youth Forum meeting.
- Six Community sessions – street and/or community venue based sessions

Additional Activities

During the school summer holidays Holiday provision split across the areas, including a four-week summer holiday activity programme targeted on the area next visited by the intensive work, an annual Youth Forum review day and a District celebration and showcase event.

We are also committed to helping older young people with training, skills and employment opportunities and will offer access to accredited e-learning courses, a series of work placement opportunities and 10 youth work apprenticeships that will support young people and the development of youth work in Kent.

We will work with other providers to deliver specialist workshops, activities and training courses in response to the needs of children and young people.

Primary Contact Details

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Sevenoaks and surrounding areas – Timetable Year One

Seal
Stone Street
Underriver
Sevenoaks
Sevenoaks Weald
Riverhead

Spring Term (One) - Community (Block D)

Youth Forum Meeting

Community sessions

Monday, 6.30pm – 9.30pm our Youth Workers will be delivering community sessions (either street based or venue based) in known spots where young people gather. They will be focussing on building relationships, consultation and communication, as well as engagement and recruitment to the Youth Forum

Spring Term Term (Two) - Training (Block E)

Youth Forum Meeting

Events and training provided to meet identified need

Summer Term (One) - Community (Block F)

Youth Forum Meeting

Community sessions

Similarly to Block D - Youth Workers will be delivering community sessions (either street based or venue based) in known spots where young people gather.

Summer Term (Two) - Intensive work (Block A)

Schools Visits

Provide information, sign up materials and complete the WEBWEMS

18 after school sessions - Focussed on consultation and community development and will shape the festival

Collate feedback from all the sessions above to feedback into the Youth Forum

Festival planning with Youth Forum

Summer Holiday - Festival

Space to grow

Autumn Term (One) - Community Follow On (Block B)

Youth Forum meeting

Pick up the feedback from the festival

Community Sessions

Street based sessions

Picking up issues and themes from Block A,

Exploring learning and employment opportunities

Feedback on community sessions to Youth Forum

Autumn Term (Two) - Plan and train (Block C)

Youth Forum meeting -review feedback

Annual planning and team building day using feedback from the intensive and community blocks

Two Events and training provided to meet identified