

15th May 2019

You are requested to attend a meeting of the **Youth Services Sub Committee** to be held in Council Chamber, Sevenoaks TN13 3QG, on **Wednesday 22nd May 2019 at 7pm** following a meeting of Sevenoaks Youth Council.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Sevenoaks Town Council's procedure for the recording meetings is available online at sevenoakstown.gov.uk or by request. Members of the public addressing the Committee but not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.


Town Clerk
AGENDA

Youth Services Sub Committee Members:

Cllr Mrs R E Parry – Chairman
Cllr C Shea – Vice Chairman

Cllr R M C Hogarth
Cllr K Bonin
Cllr A Eyre

Cllr E Waite
Cllr T Morris Brown
Cllr V Granville Baxter

Cllr S G Raikes (Chairman of F&GP) **OR** Cllr A S Clayton (Vice Chairman F&GP)
Youth Councillor Volunteers: to be confirmed
HITB Youth Café: Charlotte Marchant, Manager
KCC Ms Sarah Gaunt
SAYT – Mrs Caroline Berry
WEST KENT COMMUNITIES – Mr Mark Murison, Community Development Manager
and Mr Charlotte Edge, Youth Services Manager
SDC - Ms Kelly Webb, Ms Maxine Quinton

PUBLIC QUESTION TIME

To enable members of the public to make representation or to put questions to the Committee on any matters on this agenda.

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

tel: 01732 459 953 fax: 01732 742 577
email: council@sevenoakstown.gov.uk
web: sevenoakstown.gov.uk

1 ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Following the Annual Council Meeting held on 13th May 2019, the following appointments were made:

- a) CHAIRMAN – Cllr Mrs Rachel Parry was elected
 - b) VICE CHAIRMAN – Cllr Claire Shea was elected
- [Minute 64 refers].

2 APOLOGIES FOR ABSENCE.

To receive and note apologies for absence.

3 REQUESTS FOR DISPENSATIONS

To consider written requests from Members which have previously been submitted to the Town Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest. (s.31 & s.33 of the Localism Act 2011)

4 DECLARATIONS OF INTEREST

To receive any disclosures of interest from Members in respect of items of business included on the agenda for this meeting.

5 MINUTES

a) Youth Services Sub Committee

To receive, note and sign the minutes of the Youth Services Sub Committee's held on 13th March 2019

b) Youth Council

To receive and note the minutes of the meetings of the Youth Council held on 13th March 2019.

6 HOUSE IN THE BASEMENT [HiTB] YOUTH CAFE

To receive and discuss the following reports:

- a) HiTB report for March and April 2019 together with aims for May 2019 [copy attached]
- b) HiTB statistics for March and April 2019 [to be tabled]
- c) Finance Cost Centre Report for March 2019 (Copy attached).

7 YSSC GRANT APPLICATION – SEVENOAKS YOUNG READERS FESTIVAL

To receive and consider a grant application (copy attached).

8 KENT COUNTY COUNCIL [KCC] YOUTH SERVICES COMMISSIONING

To receive and note A report from the Town Clerk noting the historic liaison to date (copy report attached)

9 YOUTH PROVISION WITHIN SEVENOAKS TOWN

To note Youth Services provided by Sevenoaks Town Council (copy attached)

10 REPORTS FROM CO-OPTED PARTNERS

- a) Kent County Council
- b) SAYT
- c) SDC - Community Safety Team
- d) West Kent Communities

8 PRESS RELEASES

To consider any agenda item considered appropriate for a press release.

YSSC Sa

**Sevenoaks Town Council
Minutes of the Youth Services Sub Committee
Held on 13th March 2019 in the Council Chamber**

Meeting started: 7.00 p.m.

Meeting concluded: 7.50 p.m.

Present: Cllr Mrs R Parry, Chairman, Cllr E Parson Vice Chairman, Cllr R J Parry, Cllr S G Raikes, Cllr E Waite, Mrs Caroline Berry SAYT, Ms. Maxine Quinton SDC.

In Attendance: Cllr A Eyre and Linda Larter Town Clerk

487. Apologies for Absence

Received from Cllr Mrs P Walshe and Sarah Gaunt KCC

488. Requests for Dispensations

There were no requests for dispensations

489. Declarations of Interest

There were no declarations of interest

490. Minutes of the Youth Services Sub Committee held on 30th January 2019

RESOLVED: to accept and sign the Minutes of the meeting as a true record.

491. Minutes of the Youth Council meeting held on 30th January 2019

RESOLVED: to note the Minutes of the Youth Council meeting and congratulate the Youth Council on its involvement including designing the logo for the Plastic Free Sevenoaks campaign.

492. House in the Basement Youth Café.

The Sub Committee received and considered the following reports:

- a) HitB report for January and February 2019
- b) HitB statistics for January 2019 and note February report would be presented to the next meeting.
- c) Recommendations from Youth Councillors for refurbishing the venue.
- d) Update report relating to the following funding:-

Round Table

Sevenoaks Round Table have agreed to fund the following:

- £300 Sponsorship of Chess Club (requests stickers on equipment)
- £2,622 towards total cost £2,892 for new carpet and lino

Kent County Council

KCC Cllr Margaret Crabtree has agreed to fund the Tuesday Club – a weekly event for young people with Special Educational Needs. It was hoped that this would commence again in April 2019.

493. Event at Greatness Skate Park 2019

Sevenoaks Town Council had previously bought in professional skateboarders to provide a day of skateboard and bmx entertainment and workshops.

Following a request from the Youth Council to repeat this popular event it has been booked for 3rd August 2019 to take place at the Skateboard Park in Greatness Recreation Ground. The day will involve Professional Demonstrations, Skate & BMX Workshops and will be fully staffed.

At previous events Hitb Youth Café staff and Youth Councillors have also been present and sold soft drinks.

The cost for the event would be £1,650.

In previous years the Town Council had been able to obtain funding for the event, however to date this had not been possible.

The Sevenoaks Youth Council had Resolved to donate £150 to the event from its funds.

RECOMMENDED: To the Finance & General Purposes Committee that the £1,500 balance required was met from the remaining Youth Outreach budget in the 2018 / 2019 accounts.

494. Report from Co-Opted Partners

Kent County Council

The following report had been received by email:

In the last year both the KCC Open Access Youth Hub Team and our commissioned partner, West Kent Communities, have met with and registered **819** young people who live in the 3 wards of Sevenoaks Town and St John, Sevenoaks Eastern and Sevenoaks Northern. This has been achieved through a number of activities which includes outreach, schools work and 1:1 support to young people and their families.

Out of this 819 young people **152** young people have regularly engaged with the Youth Service Offer (met on 4+ separate occasions). Again, this is through outreach, schools work and 1:1 support.

From these figures **122** of the registered young people live in the **Bat & Ball** area with **29** young people engaging regularly (4+ occasions). **211** of the registered young people come from around the **Hillingdon** area with **65** young people engaging regularly.

This data is for the previous 12 months from 1st February 2018 – 31st January 2019. As you can see from this data whilst we have met with and worked with young people from across the whole of the Sevenoaks Town Council area, our efforts have been concentrated on working with young people from the most vulnerable families within Sevenoaks Town.

This figure doesn't represent all of the young people we have met carrying out school's work with Knole Academy or Trinity School as this work includes young people who live in areas outside of Sevenoaks Town. I've only included the data for young people who live in Sevenoaks Town.

RESOLVED: To thank KCC for providing this information however reiterate its requests for further details about where and when youth work had taken place and was currently taking place within Sevenoaks town.

Sevenoaks Area Youth Trust (SAYT)

Youth work was mainly taking place at Kemsing and Greatness.

Sevenoaks District Council (SDC) – Communities Safety Team

Anti-social behaviour amongst young people in Sevenoaks was currently quiet. SDC were working with schools on cyber crime and digital sunset. SDC had recently held its Community Awards event. The Community Safety Unit would be producing its new Action Plan to start in April 2019.

West Kent Communities

A representative was not present, and a report had not been received.

Sevenoaks Town Council – HLF Evaluation Report of Bat & Ball Station

It was noted that the Town Council had contacted youth services operators for information to include in its HLF Evaluation Report to evidence how the combined resources had reduced the anti-social behaviour and related crime at the Bat & Ball Station. The following information had been requested. Dates and times of attendance at Bat & Ball Station for youth work between December 2017 and December 2018, information to be indicated on a monthly basis.

495. Press Release

RESOLVED: To distribute a press release relating to funding being provided for the House in the Basement Youth Café.

There being no further business the Chairman closed the meeting.

Signed

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Chairman

Dated

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Sevenoaks Youth Council
Notes of the Meeting held on 13th March 2019
6 p.m. in Sevenoaks Town Council Chamber

Prior to the commencement of the meeting a Financial Presentation was provided by Clare Oldfield from NatWest. The talk included advice relating to Money Sense – an engaging financial education programme and scams and fraud.

Roshni Agarwai	Absent	Ola Kujawska	Absent
Eva Azazoglu	Present	Emily Mahoney	Present
Alexander Black	Present	Megan Ng	Present
Samuel Crawford	Present	Louisa Phillips	Present
Tasha Dambacher, Chairman	Present	Michael Roberts	Present
Ronnie Day	Present	Rosie Spurling	Present
Charlotte Foulds, Vice Chairman	Present	Gabby Tan	Present
Oscar Goodwin	Present	Loic Thiry	Present
Matthias Jammot, Treasurer	Present	Amy Vickers	Absent
Meera Jassi	Apologies	Jacob Watson	Apologies
Tom Chapman	Present	Sam Chard	Present
Phoebe Crichtlow	Present	Amber Warrender	Present
Katie Willis	Present	Ishwar Sharma	Present

Also, In Attendance

Cllr Richard Parry, Cllr Simon Raikes, Shane Mochrie-Cox – KCC Senior Early Help Worker,
Linda Larter MBE Chief Executive / Town Clerk

26. Apologies for Absence

Received from Meera Jassi and Jacob Watson who was operating the new Chess Club opening that evening.

27. Minutes of the Meeting held on 30th January 2019

RESOLVED: That the Minutes of the meeting be accepted as a true record.

28. Finance Report

It was noted that the balance stood at £659.20 and that the Youth Council would receive £500 income from the Town Council on 1st April 2019. It was noted that in future a separate finance report would be provided to indicate income and expenditure for the Youth Council's charity fundraising.

29. Make it Happen Community & Voluntary Awards

It was noted that Sevenoaks Youth Council had received a Highly Commended Award for 'Youth Group of the Year' from Sevenoaks District Council.

30. House in the Basement (HitB) Youth Café

The following report items were noted:

- HitB had two new members of staff, now fully staffed.
- Tuesday Club for young people with Special Educational Needs to start next month.
- A Youth Councillor was currently working through the 8-week Volunteer Course.
- Still continuing with Fareshare (donations from supermarkets)
- 8-week Art Project recently finished, to be displayed at Kaleidoscope
- Chess Club started 13th March.
- New events being planned to include monthly Pool Competition with Stag Cinema Vouchers for prizes
- Attendance numbers and income for HitB was steadily increasing.

Recommendations from Youth Councillors revamp visit held on 6th February 2019 for refurbishing the venue.

Ref	Topic	Action Proposed	Cost
1	Y. Councillors noted that a fresh coat of paint would go a long way (white-minimalistic)	Stag Caretaker to carry out painting.	Tbc
2	When repainting, a new colour scheme could be effective (less red)- perhaps white with green accents	Note colour scheme was chosen by previous youth councillors. Arrange for painting to take place. White walls, green pillars (perhaps with artwork)	tbc
3	Paintings and pictures by attendees of the HITB Youth Café could be put up on the walls to decorate (replacing Music mural/wall)	To make arrangements.	
4	Take down Halloween decorations and other remaining holiday decorations	HitB staff to do this.	£0
5	Change lighting (if within budget) or, if not possible, add some lamps etc that can be used as an alternative source of light to make it warmer/more comfortable	Various lighting alternatives currently available – seen? Lamps could be purchased	tbc
6	Declutter- Y. Councillors suggested that they should go through the objects and items in cafe to decide what to keep and what to replace or remove	Agreed	£0

7	Find new design for sign as current one was agreed to be a bit ominous	Sign was previously a funding commitment requirement could now be reviewed. Agenda item for next Youth Council meeting.	tbc
8	Replace ceiling cover (mesh) with something a bit cleaner cut	Agreed now a bit tired. Needs to be a fire retardant covering	tbc
9	Fake plants and/or cacti to add atmosphere	Agreed	tbc
10	Deep clean	Venue had a 'deep clean' review regular cleaning processes.	Tbc
11	If possible, Move sign up the street a bit as to be more visible	Planning permission would be required – to be reviewed	Tbc
12	Advert in the stag (if possible)	Currently on information screen in foyer	£0
13	Organise wires (so that they appear less cluttered)	Electrician to be booked	Tbc
14	Change/replace or remove signs on door etc	To be reviewed by staff	£0
15	Places to keep glasses etc off the counter (as appears cluttered)	To be reviewed by staff	£0
16	Cute chairs added (if possible/if space)- cheap ones can be found at IKEA etc and repainted to fit colour scheme	The youth café started with these but became damaged. Recently had donated more robust seating, also suitable for hirers.	tbc
17	Book swap cabinet	Book case to be obtained	tbc

Update report relating to the following funding:-

Round Table

Sevenoaks Round Table have agreed to fund the following:

- £300 Sponsorship of Chess Club (requests stickers on equipment)
- £2,622 towards total cost £2,892 for new carpet and lino

Kent County Council

KCC Cllr Margaret Crabtree has agreed to fund the Tuesday Club with a grant of £2,000 – a weekly event for young people with Special Educational Needs. It was hoped that this would commence again in April 2019.

31. Youth Council Charity

The following nominations for a Youth Council Charity had been received:

	Name of Charity	Websites:
1	Stem4	https://stem4.org.uk/
2	Teenage Cancer Trust	https://www.teenagecancertrust.org/
3	Bloody Good Period	https://www.bloodygoodperiod.com/

RESOLVED: In previous discussions Youth Councillors had stated that they wanted to help young people cope with mental health problems. It was therefore agreed to adopt and raise awareness and funds for Stem 4. A representative of the charity would be invited to a future Youth Council meeting.

32. Parliament Visit

It was noted that a date to visit the Houses of Parliament and a private meeting with Sir Michael Fallon MP had been organized for 17th June 2019. A coach would be used for transport. Lunch would be provided. School / parental / guardian permission slips would be required. Sevenoaks Town Council would liaise with headteachers regarding permission for being out of school.

RESOLVED: Youth Councillors wishing to go on the trip to notify Michele by the end of March 2019.

33. Repeat of Skateboard Park Event for 2019

Sevenoaks Town Council had previously bought in professional skateboarders to provide a day of entertainment and workshops.

Following a request from the Youth Council to repeat this popular event it has been booked for 3rd August 2019 to take place at the Skateboard Park in Greatness Recreation Ground. The day will involve Professional Demonstrations, Skate & BMX Workshops and will be fully staffed.

Previously Hitb Youth Café staff and Youth Councillors have also been present and sold soft drinks.

The cost for the event is £1,650.

In previous years the Town Council has been able to obtain funding for this event, however to date this has not been possible.

RESOLVED: Sevenoaks Youth Council to donate £150 to the event from its funds.

34. Distribution of Youth Council Material

The following Youth Councillors stated that they did not wish to receive paper copies of the Youth Council documents in the post and would prefer them emailed:

Oscar, Amber, Charlotte, Louisa, Emily, Michael, Rose, Katie, Gabby, Eva, Megan and Tasha.

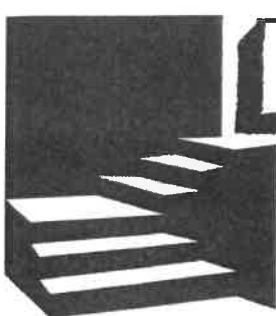
35. Plastic Free Sevenoaks campaign

A proof of the leaflet designed for the campaign was circulated. It was noted that there would be an acknowledgment of Gabby's design for the logo on the final printed copies.

36. Date of Next Meeting

6 p.m. on 22nd May 2019 at the Council Chamber.

There being no further business the Chairman closed the meeting at 7.55 p.m.



HOUSE IN THE Basement

Report – March and April 2019

HOUSE in the Basement with its two new members of staff continues to thrive. All work well together and engage with all the young people, which is much appreciated.

April 2019 saw the launch of a monthly pool competition on the first Friday of every month.

An overhaul of the HiTB too place in April with all lights being fixed and a new hob and extractor fan being installed, new crockery and a new blender were also purchased.

House in the Basement Youth Café Suggestion Box – May 2019

1	Additional computer games equipment	TC to review budget
2	More Art Sessions	HitB Manager to arrange. Planned to create a mural using plastic bottle tops during June.
3	New Pool Cues	To be ordered
4	Gaming Tournament	HitB staff to arrange
5	16+ evening / Netflix night	To be reviewed
6	Swear Jar	HitB manager to arrange
7	Outdoor Events	Noted Skateboard Park day event in August
8	New Carpet	Ordered using funding from Round Table
9	Better PCs	Noted computers approximately 1 year old.

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Detailed Income & Expenditure by Year to Date Budget Heading 31/03/2019

YSSC
22-5-19
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Month No : 12

Cost Centre Report

	Current Mth Actual	Current Mth Budget	Current Mth Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
50 Youth Cafe									
4010 Gross Pay	2,093	3,337	1,244	24,546	40,000	15,454	40,000		15,454
4270 Employers Pension Contribution	6	42	36	287	500	213	500		213
5410 Repairs & General Maintenance	315	87	-228	1,220	1,000	-220	1,000		-220
6010 Light Heat & Cleaning	0	38	38	-456	500	956	500		956
6013 Cleaning	432	0	-432	434	0	-434	0		-434
6101 Telephone	44	47	3	525	560	35	560		35
6200 Printing & Stationery	0	38	38	477	500	23	500		23
6240 Computer/ Data Base/WP's	33	63	30	1,031	750	-281	750		-281
6281 Furnishings,Furniture/Eqpt	1	275	274	831	500	-331	500		-331
6320 Staff Training	110	0	-110	265	400	135	400		135
6340 Staff Uniforms	0	0	0	50	200	150	200		150
6460 Publicity & Democratic notices	52	42	-10	364	500	137	500		137
6500 Goods for Resale	48	225	177	1,084	2,700	1,616	2,700		1,616
6573 Youth Magazine Expenditure	0	12	12	0	100	100	100		100
6635 Professional Fees Licensing	0	0	0	260	200	-60	200		-60
6900 Sundry Expenses	11	13	2	239	150	-89	150		-89
6922 Health&Safety/Risk Assessments	0	400	400	8	400	392	400		392
Youth Cafe :- Expenditure	3,145	4,619	1,474	31,166	48,960	17,794	48,960	0	17,794
1022 Letting & Hire of Facilities	0	325	-325	3,148	3,900	-753	3,900		
1211 Sale of Goods	245	279	-34	1,635	3,315	-1,680	3,315		
1350 Revenue Grant Income	0	0	0	10,000	10,000	0	10,000		
1500 Fundraising	0	1,508	-1,508	0	18,085	-18,085	18,085		

Detailed Income & Expenditure by Year to Date Budget Heading 31/03/2019

Month No : 12

Cost Centre Report

2002	Capital Grants	Current Mth Actual	Current Mth Budget	Current Mth Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
		2,000	0	2,000	2,000	0	2,000	0		
	Youth Cafe :- Income	2,245	2,112	133	16,783	35,300	-18,517	35,300		
	Net Expenditure over Income	900	2,507	1,607	14,383	13,660	-723	13,660		
	Finance & General Purposes Expenditure	3,145	4,619	1,474	31,166	48,960	17,794	48,960	0	17,794
	Income	2,245	2,112	133	16,783	35,300	-18,517	35,300		
	Net Expenditure over Income	900	2,507	1,607	14,383	13,660	-723	13,660		

YSSC
22-5-19
7

SEVENOAKS TOWN COUNCIL
Town Council Offices, Bradbourne Vale Road, Sevenoaks, Kent TN13 3QG
Tel: 01732 459953 Fax: 01732 742577
Email: council@sevenoakstown.gov.uk

APPLICATION FOR GRANT – YOUTH SUPPORT INITIATIVE

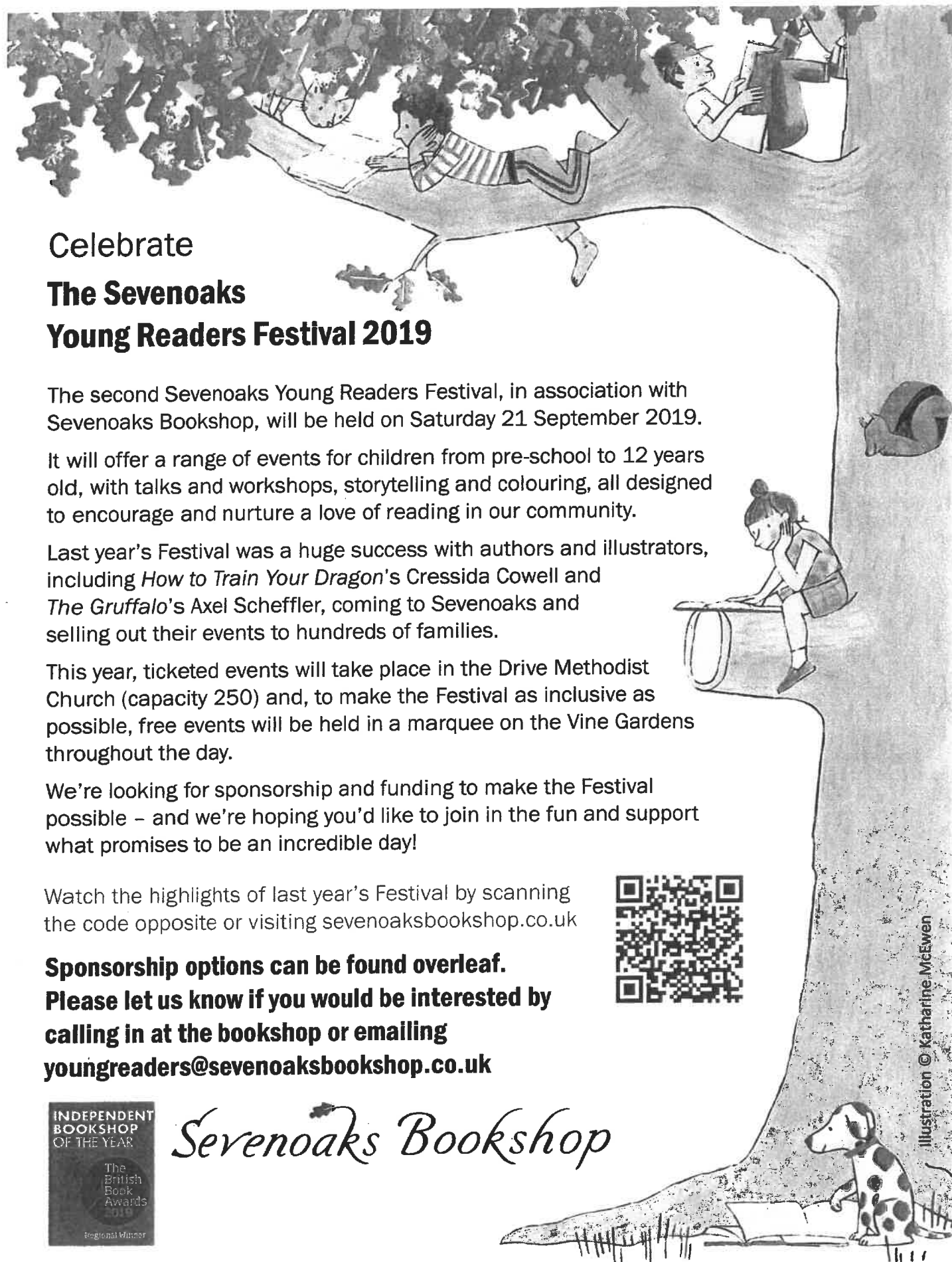
Name of Organisation or Individual: SEVENOAKS YOUNG READERS FESTIVAL		If Organisation:	
		1. Total membership approx 200	
		2. How many members/beneficiaries live within Sevenoaks Town?	85% → 90%
Address: THE SEVENOAKS BOOKSHOP, HIGH STREET, SEVENOAKS, KENT TN13 1JX			
Tel No: 01732 452055		Date of Birth: (individual applicants only)	
Date of Event: 21st SEPTEMBER 2019			
Project/Purchase requiring Assistance: THREE PORTALOOS FOR USE ON THE VINE (at £45 each) on day of the festival. Plus printing costs for advertising of the festival @ £115.			
Please attach any further details on a separate sheet			
Total Cost £.....		Amount requested £..... £250=	
If the grant will not meet the full cost of the application, how will the additional funds be raised? Via sponsorship – ie local businesses and shops			
Are you applying for grant support from any other organisation? YES/NO If YES, please name organisations:			
and amount(s) applied for £.....			
For organisations the following should accompany the application:-			
i) Most recent audited accounts — Accounts & Form attached			
ii) Current income/expenditure details			
For individuals the following should accompany the application:-			
i) Letter of support from a group or organisation within the Parish			
ii) Details of how a grant to the individual will benefit the organisation or wider community			
Signed /s/ FLEUR SINCLAIR		Date 12/04/19	
* In the event of a successful grant application, to whom should a cheque be made payable? BARCLAYS BANK UK PLC (SEVENOAKS YOUNG SORT CODE 208813 ACCOUNT NO: 13685330 READERS)			

Copies of this completed form and any supporting papers will appear on a Council Agenda and will be discussed by Council in the presence of press and public.

Sevenoaks Bookshop Young Readers Festival Day 2018 - Profit and Loss

Income		Expenditure	
Ticket sales	£2,060.00	Venue Hire	£200.00
Sponsorship	£750.00	Author fees and travel costs	£675.00
		Publicity/printing	£700.00
		Staff costs	£640.00
		Decoration	£200.00
		Safety/security	£50.00
		Volunteer/author refreshments	£35.00
		Volunteer expenses	£106.00
		Sundries	£70.00
		Production/admin costs	£800.00
Total income	£2,810.00	Total expenditure	£3,476.00

Deficit covered by Sevenoaks Bookshop



Celebrate The Sevenoaks Young Readers Festival 2019

The second Sevenoaks Young Readers Festival, in association with Sevenoaks Bookshop, will be held on Saturday 21 September 2019.

It will offer a range of events for children from pre-school to 12 years old, with talks and workshops, storytelling and colouring, all designed to encourage and nurture a love of reading in our community.

Last year's Festival was a huge success with authors and illustrators, including *How to Train Your Dragon's* Cressida Cowell and *The Gruffalo's* Axel Scheffler, coming to Sevenoaks and selling out their events to hundreds of families.

This year, ticketed events will take place in the Drive Methodist Church (capacity 250) and, to make the Festival as inclusive as possible, free events will be held in a marquee on the Vine Gardens throughout the day.

We're looking for sponsorship and funding to make the Festival possible – and we're hoping you'd like to join in the fun and support what promises to be an incredible day!

Watch the highlights of last year's Festival by scanning the code opposite or visiting sevenoaksbookshop.co.uk



Sponsorship options can be found overleaf.
Please let us know if you would be interested by
calling in at the bookshop or emailing
youngreaders@sevenoaksbookshop.co.uk



Sevenoaks Bookshop

Illustration © Katharine McEwen



Platinum x 1 sponsor	<u>Sponsorship of the Vine marquee</u> – we can offer: • Logo on advertising banners on Vine railings • Branding on all printed YR Festival promotional material • Logo on YR Festival web page with external link • Social media posts x 3 • Mention in bookshop newsletter • Distribution of own promotional material on the Vine • Two tickets for every event at the church hall	£2,500
Gold x 3 sponsors	<u>Sponsorship of an event at the church</u> – we can offer: • Branding onsite at the event • Branding on YR Festival promotional leaflet • Logo on YR Festival web page with external link • Social media posts x 2 • Distribution of own promotional material on the Vine • Two tickets for event	£400
Silver x 4 sponsors	<u>Sponsorship of a Vine storytime session</u> – we can offer: • Branding on YR Festival promotional leaflet • Logo on YR Festival web page • Social media post x 1 • Distribution of own promotional material on the Vine • One ticket for a church event of your choice	£250
Bronze x multi	<u>General sponsor</u> – we can offer: • Branding on printed Festival promotional leaflet • Social media post x 1	£100

Youth Services Sub Committee – 22nd May 2019
Kent County Council Youth Services Commissioning

Agenda Item 8

The following is provided as a precis of the matters to date.

Kent County Council decided to deliver its youth services via Youth Hubs and Commissioning Process. The nearest Youth Hub to Sevenoaks Town is Swanley. Due to this in 2012 Sevenoaks Town Council bid for funding from the Commissioning Process and was successful and used this to fund salaries at the House in the Basement Youth Café for five years.

In 2015 Kent County Council changed the Commissioning Process to retain the Youth Hubs (Swanley) but to reduce the amount of Commission Funding and projects per district. The result was that there was one opportunity for funding in the Sevenoaks District. Sevenoaks District Council stated that its preferred supplier for this was West Kent Housing and worked with them on their bid. Sevenoaks Town Council and other parishes agreed to work with them to prepare a joint bid. Unfortunately, in the couple of weeks prior to their submission West Kent Housing decided to prepare its own stand alone bid. Sevenoaks Town Council did submit a bid in haste prior to the closing date.

West Kent Housing won the Commissioning Funding to provide youth services in Sevenoaks, Edenbridge, and some surrounding parishes, to include outreach work where required. Sevenoaks Town Council had hoped that West Kent Housing would deliver some of its youth work in Sevenoaks via the Youth Café, but this did not happen.

The West Kent Housing proposal was based on a wheel system divided into youth delivery sections and geographical areas. Please see **APPENDIX 1** attached.

For a long time, members of the Youth Services Sub Committee have raised concerns that the youth service promised is not happening in Sevenoaks town. Kent County Council and West Kent Housing has stated that they believe a youth club is needed in the Bat & Ball / Greatness area. It should however be noted that young people from these areas have been the predominant attendance at the HitB Youth Café. Kent County Council requested that the Bat & Ball Station be converted into a youth club. This was not agreed by Sevenoaks Town Council due to the consultation responses received from the public where the overall main theme was that people did not feel safe (including young people) using the station due to the number of young people congregating there. Since the refurbishment has taken place public feedback (including young people) and crime statistics has all been positive on this aspect. The building will be used for youth events including drama workshops planned soon but not as a youth drop in area. Hope Church nearby has offered its premises however Kent County Council do not want to use this.

The past Chairman of the Youth Services Sub Committee wrote to Kent County Council on 20th September 2018 (copy letter attached as **APPENDIX 2**) raising concerns about the lack of youth provision being provided via the Commissioning Service in Sevenoaks town.

Although promised on almost a monthly basis a reply would be forthcoming to date it has not been received.

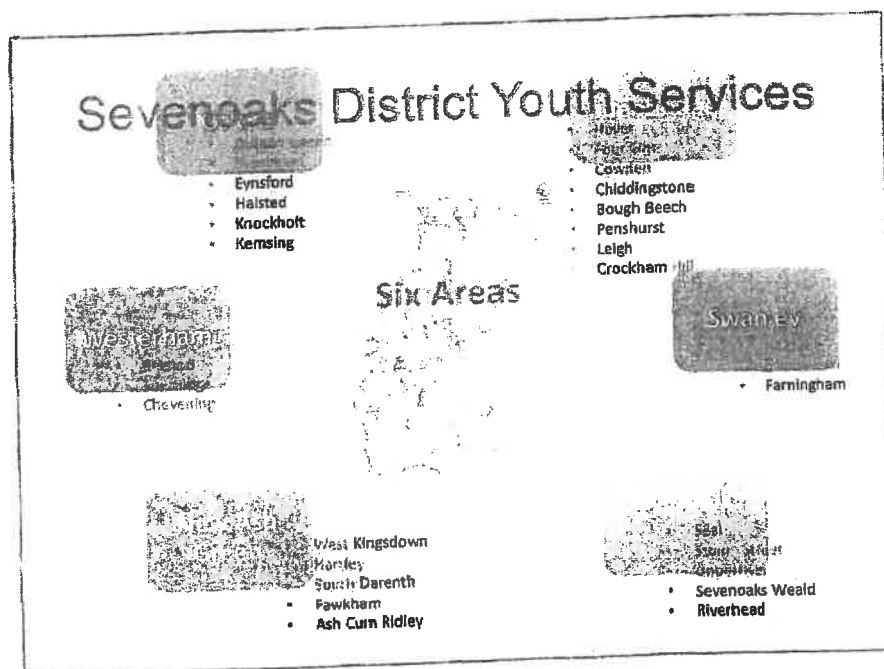
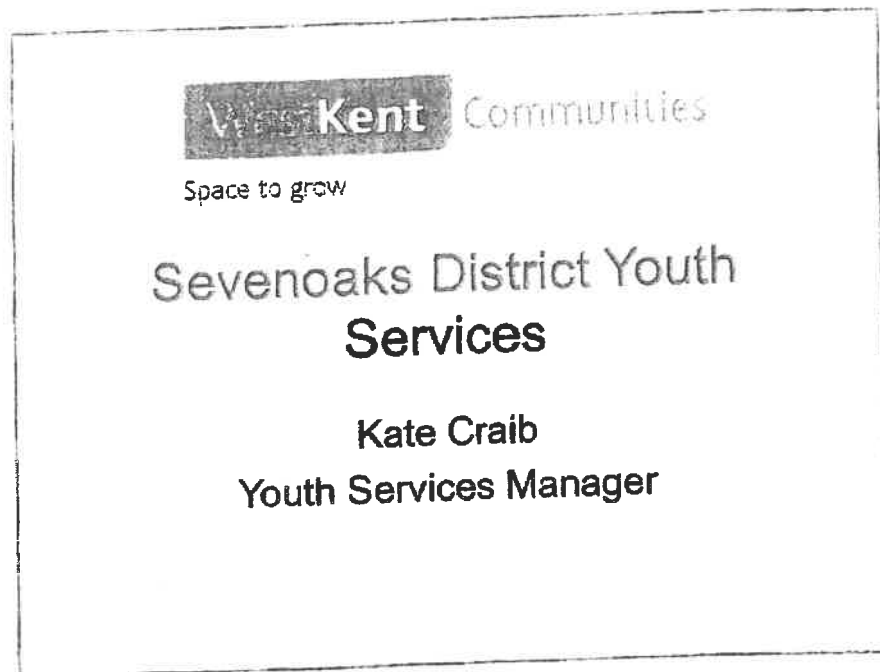
Due to this Cllr Waite submitted a Freedom of Interest enquiry to Kent County Council asking similar questions – the reply is attached to this document as **APPENDIX 3**.

Cllr Waite has requested that the response from Kent County Council be considered by the Youth Services Sub Committee.

Linda Larter
Chief Executive / Town Clerk
15th May 2019

YSSC
22-5-19

8a)
APPENDIX
)



Six Provision Blocks

- Duration of one term
- Varying intensity
- Specific focus
- Shaped around local identified needs
- Needs identified through Youth Forum/Council, Schools' work and community work

Block A

Intensive

- Youth Forum set up / engagement
- Schools Engagement/Sessions
- WEBWEMS
- Festival Planning

Block B

Community

- Youth Forum Meeting
- Feedback from Block A
- Street Based Sessions
- Learning and employment opportunities

Block F

Community

- Youth Forum Meeting
- Street Based/Community Sessions

Block C

Plan and train

- Youth Forum Meeting
- Team Building and Planning Day (Training provided)

Block E

Training

- Youth Forum Meeting
- Events and Training to meet need

Block D

Community

- Youth Forum Meeting
- Street Based/Community Sessions

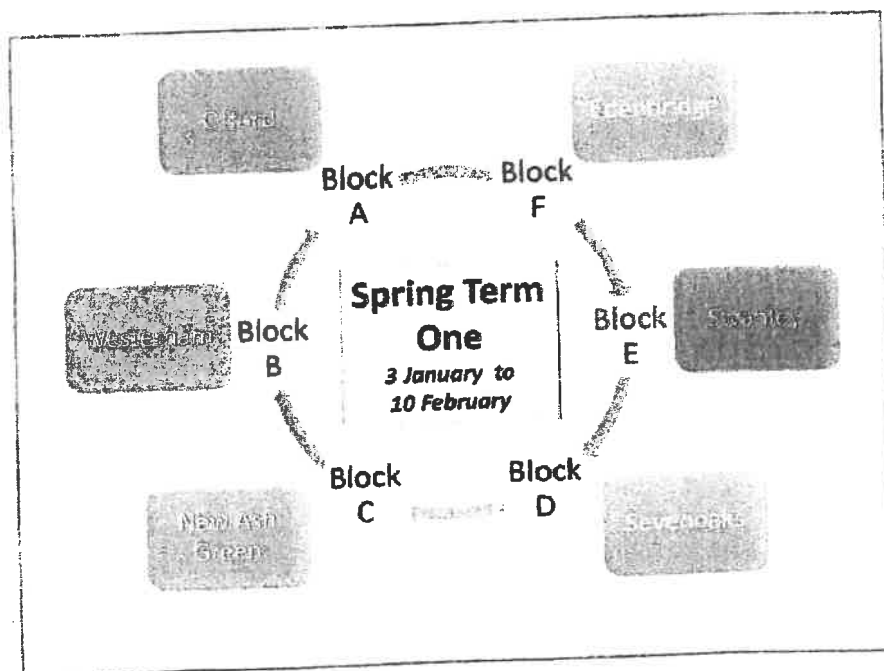
Festivals and Holiday Provision

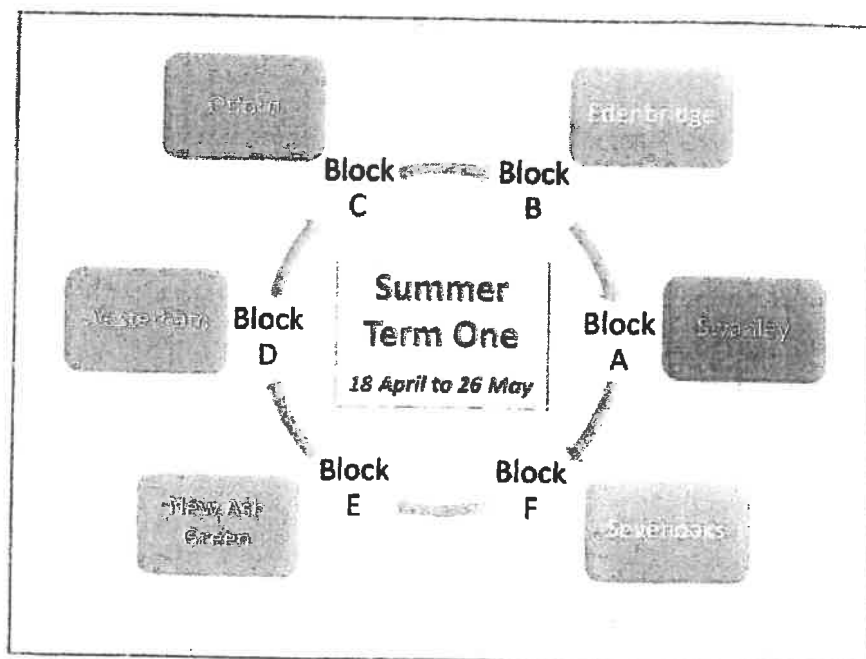
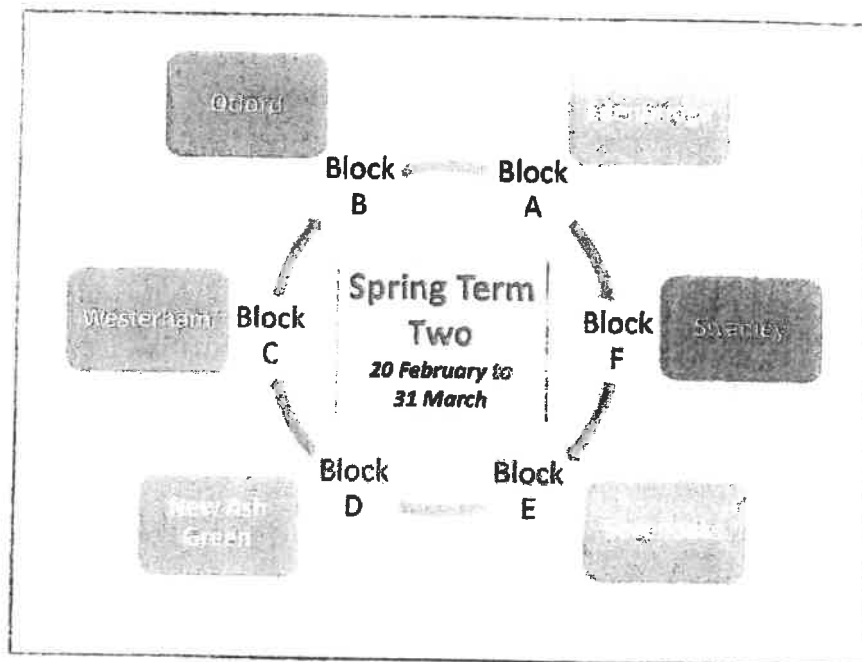
Festivals

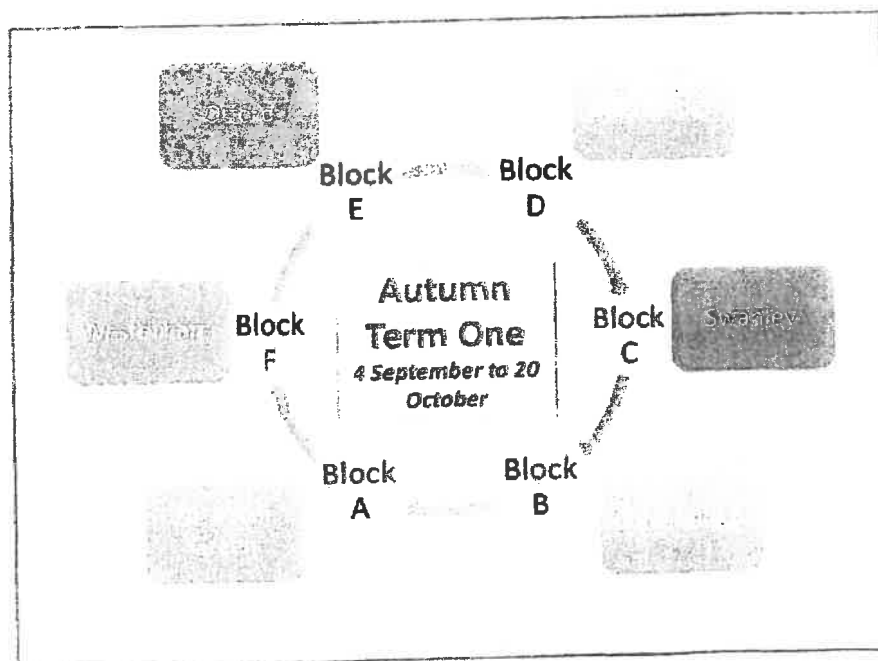
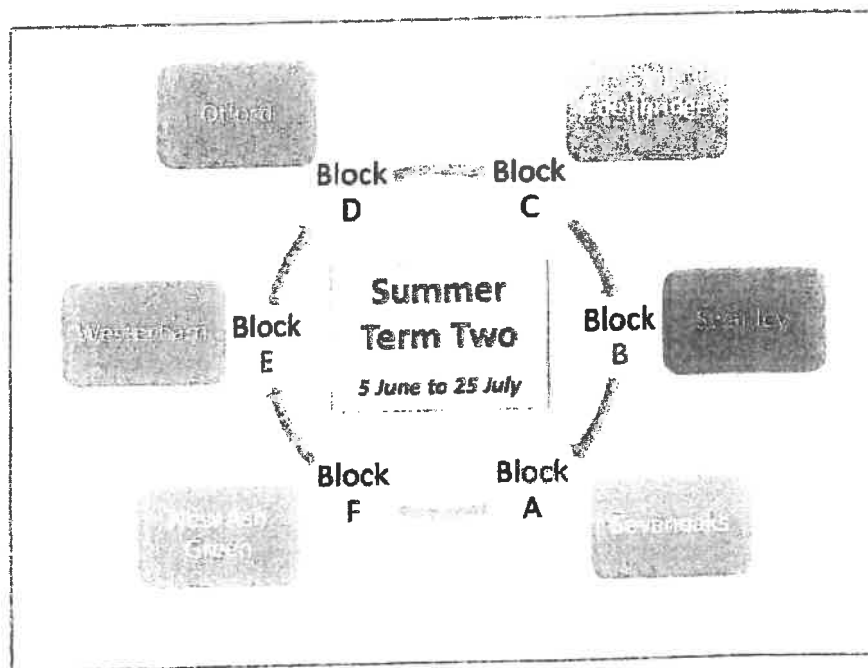
- Workshops and activities
- Local music and arts acts

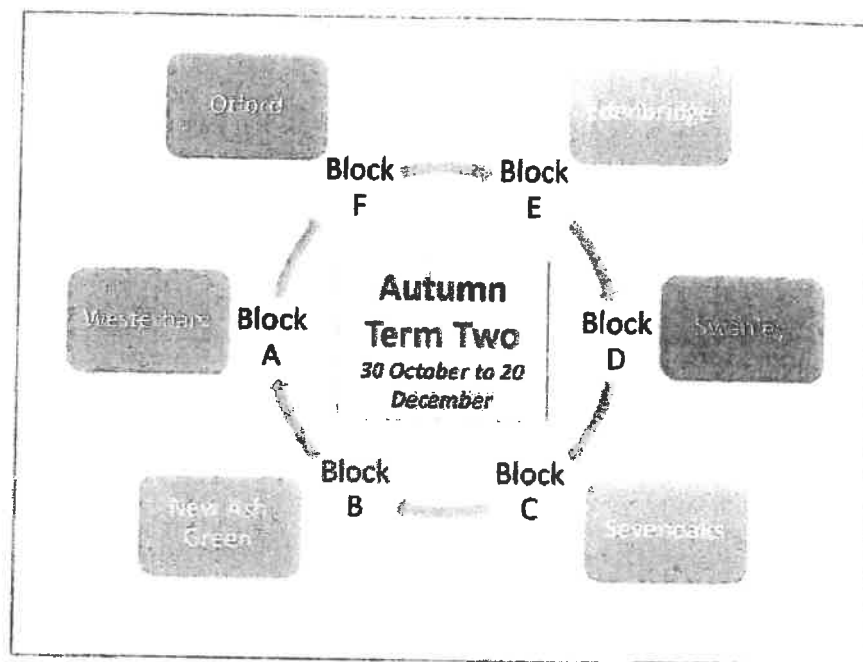
Holiday Provision

- Four weeks of holiday provision throughout the area next visited by the Block A









Any questions?

Kate Craib
Youth Services Manager
West Kent Communities
101 London Rd, Sevenoaks, Kent TN13 1AX
T: 01732 749945

For the Attention of

Roger Gough, Cabinet Member for Children, Young People and Education

Matt Dunkley, CBE, Corporate Director of Children, Young People and Education

Cllr Margaret Crabtree

Kent County Council

20th September 2018

Dear Roger, Matt and Margaret,

It is understood that KCC's Children's, Young People and Education Committee will be discussing the Commissioning for Youth Services at its meeting on 25th September 2018.

The Sevenoaks Town Council's Youth Services Sub Committee met on 19th September 2018 and it was Resolved that I should write to you on this topic.

Sevenoaks Town Council has previously raised its concerns about the Commissioning services in Sevenoaks Town. Originally the provider presented a 'Wheel' indicating the provision that would be provided in Sevenoaks Town and the rest of Sevenoaks District. At that time Sevenoaks Town Council stated that the 'Wheel' system would not enable young people to build rapport and trust with youth workers and in turn not provide any tangible benefits to young people.

Although this 'Wheel' provision was disappointing and concerning it did identify that some youth work would take place within Sevenoaks Town namely supporting a Youth Forum e.g. the already existing Sevenoaks Youth Town Council, holding a festival in Sevenoaks etc. none of which has happened.

In the report that the Commissioning organisation presented to our Youth Services Sub Committee they stated that youth work in the town consisted of them having a stall at events arranged by the Town Council. We are aware that they provide merchandise to young people in exchange of names and addresses to meet reporting requirements. We do not consider this to be real engagement to the benefit of the young people.

Two of these events, the Fireworks & Torchlight Parade and the Christmas Lights Switch On event attract large crowds up to 10,000. There is a significant youth element to be addressed at these events, with large gatherings up to 300 in a group during and after the event. The

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Sevenoaks Kent TN13 3QG

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email: council@sevenoakstown.gov.uk
web: sevenoakstown.gov.uk

police no longer assist with events and therefore Sevenoaks Town Council has to divert its resources including staff to address this. The commissioned youth service will be serving “free hot drinks and painting faces with glitter, whilst giving away West Kent Housing merchandise...” whilst presumably collecting young people’s details to support statistics for reporting to KCC.

Of further concern is that the report providing the information relating to KCC Commissioning in Sevenoaks District is restricted to KCC members only and not part of the public agenda.

In the opinion of our Youth Services Sub Committee the Commissioning does not provide the little that was promised for Sevenoaks Town, is not value for money, and most importantly does not provide any tangible youth work for young people in Sevenoaks Town.

Yours sincerely,

Cllr Rachel Parry
Chairman, Youth Services Sub Committee
Sevenoaks Town Council

YSSC
22-5-19
8



Information Resilience and Transparency **APPENDIX 3**

Please ask for: Carly Wattle
FOI Reference: 6072165
Phone: +443000417061
Email:
kcc.information@email.icasework.com
Date: 2 May 2019

Dear Mr Waite

Freedom of Information Act 2000

Thank you for your request for information made under the Freedom of Information Act (FOIA) 2000, relating to Sevenoaks Town Council. Please accept my sincerest apologies for the delay in responding to you; I appreciate that the Council have not complied with statutory timescales on this occasion. Please see the response provided below:

1. **How many times has your organisation carried out youth outreach in Sevenoaks Town area in the last 12 months?** - *We are unable to provide this data for you as we do not record our data in a way to be able to provide this figure, therefore there is no information held.*
2. **What were the dates that your organisation carried out youth outreach in Sevenoaks Town area in the last 12 months?** - *We are unable to provide this data for you as we do not record our data in a way to provide this figure, therefore there is no information held.* ✓
3. **How many times has your organisation carried out youth outreach in the Northern Ward near to or at Bat & Ball Station in the last 12 months?** - *We are unable to provide this data for you as we do not record our data in a way to provide this figure, therefore there is no information held.*
4. **What were the dates that your organisation carried out youth outreach in Northern Ward near to or at Bat & Ball station in the last 12 months?** - *We are unable to provide this data for you as we do not record our data in a way to provide this figure, therefore there is no information held.*
5. **Please provide a total number of young people your organisation has interacted with during the last 12 months within the Sevenoaks Town Area?** - *We are unable to provide this data for you as we do not record our data in a way to provide this figure, therefore there is no information held.*

6. Please provide the total number of young people who say they reside in the Sevenoaks Town Area that your organisation has interacted with over the past 12 months - 821 young people aged between 8 – 19 have completed membership forms over the past 12 months who live in the Sevenoaks Town area. Out of this 821 who have completed membership forms 147 have engaged with our organisation over the past 12 months.
7. Please advise how many times, within the last twelve months, young people who say they reside within Sevenoaks Town Area have attended the work of either the KCC Youth Hub Team and/or West Kent Communities

82 young people have attended 1 session
20 young people have attended 2 sessions
9 young people have attended 3 sessions
1 young person has attended 4 sessions
8 young people have attended 5 sessions
3 young people have attended 6 sessions
2 young people have attended 7 sessions
1 young person has attended 8 sessions
3 young people have attended 9 sessions
1 young person has attended 12 sessions
2 young people have attended 13 sessions
2 young people have attended 17 sessions
2 young people have attended 21 sessions
1 young person has attended 23 sessions
2 young people have attended 24 sessions
2 young people have attended 25 sessions
2 young people have attended 29 sessions
2 young people have attended 30 sessions
2 young people have attended 31 sessions.

If you are unhappy with this response, and believe KCC has not complied with legislation, you have 40 working days from the date of this response to ask for a review. You can do this by following our complaints process; details can be found at this link <https://www.kent.gov.uk/about-the-council/contact-us/complaints-and-feedback#tab-7> on our website. Please quote reference 6072165.

If you remain dissatisfied following an internal review, you can appeal to the Information Commissioner, who oversees compliance with the Freedom of Information Act 2000. Details of what you need to do, should you wish to pursue this course of action, are available from the Information Commissioner's website <http://ico.org.uk/concerns>

Yours sincerely

Carly Wattle
Information Access Officer

YOUTH SERVICES PROVIDED BY SEVENOAKS TOWN COUNCIL (FOR NOTING) – AGENDA ITEM NO 9

1. House in the Basement Youth Café [HiTB]

Open Tuesday (Special Needs evening), Wednesday, Fridays and Saturdays throughout the year. Venue provides pool table, table tennis, computers, screen and computer games, chess club, music lessons, monthly Open Mic Night and support to young people.

2. Sevenoaks Youth Council

26 young people meet approximately every 6 weeks to discuss and plan youth events and matters of importance to them. They have a budget of £500 per annum.

3. Youth Events

Including Live on the Vine, Skateboard Events, play days etc.

4. Youth Outreach Grant Funding

Funding for voluntary organisations with youth related activities.

5. Bat & Ball Station HLF Activity Plan

Full programme of activities many of which relate to young people.

6. Work Experience

Work experience and Intern opportunities.

7. Apprenticeships

Sevenoaks Town Council is fully committed to providing Apprenticeship opportunities. Many young people recruited this way have taken on full time roles with the Town Council.

8. Volunteering Opportunities

The Town Council also offers a volunteering course at the HiTB to learn some skills such as:

- Use of electronic tills
- Stock ordering
- Food preparation
- Customer service
- Engaging young people
- Health and safety
- Event management
- Cashing up

to assist with Duke of Edinburgh Award or to find work either part whilst studying or fulltime employment.

9. Discount at the Stag Theatre.

Young people under the age of 25 and in full time of education can pay £5 per year and become a Friend of the Stag! A membership card provides the Friend of the Stag with three free cinema vouchers. For further information go to:

<https://www.sevenoaksyouthcouncil.com/student-discount-at-the-stag.html>

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