



Sevenoaks
DISTRICT COUNCIL
Despatched: 16.11.15

SCRUTINY COMMITTEE
24 November 2015 at 7.00 pm
Conference Room, Argyle Road, Sevenoaks

AGENDA

Membership:

Chairman: Cllr. London Vice-Chairman: Cllr. Brown
Cllrs. Ball, Brookbank, Clack, Hogg, Kitchener, Lindsay, McArthur, Purves and Reay

	<u>Pages</u>	<u>Contact</u>
Apologies for Absence		
1. Minutes To approve the Minutes of the meeting of the Committee held on 14 July 2015, as a correct record.	(Pages 1 - 6)	
2. Declarations of Interest Any declarations not already registered		
3. Responses of the Cabinet to reports of the Scrutiny Committee (if any)		
4. Actions from the last meeting of the Committee	(Pages 7 - 8)	
5. Kent Police - Crime and Disorder in the Sevenoaks District Chief Inspector Roscoe Walford, Sevenoaks District Commander of Kent Police in attendance to answer questions about crime and disorder in the Sevenoaks District.		
6. Performance Monitoring	(Pages 9 - 20)	Lee Banks Tel: 01732 227161
7. Questions to the Leader and Portfolio Holder for Policy & Performance		
8. Questions to the Portfolio Holder for Finance	(Pages 21 - 22)	
9. Leisure In-Depth Scrutiny Working Group - Update	(Pages 23 - 24)	Cllr. Cameron Brown
10. Update from Kent County Council on Education Questions	(Pages 25 - 26)	Cllr. Cameron Brown

11. **Work Plan**

(Pages 27 - 28)

EXEMPT ITEMS

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

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the appropriate Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

The Democratic Services Team (01732 227241)

SCRUTINY COMMITTEE

Minutes of the meeting held on 14 July 2015 commencing at 7.30 pm

Present: Cllr. London (Chairman)

Cllr. Brown (Vice-Chairman)

Cllrs. Ball, Brookbank, Clack, Hogg, Kitchener, Lindsay, McArthur and Purves

Cllrs. Fleming, Parkin and Searles were also present.

1. Minutes

Resolved: That the minutes of the meeting of the Scrutiny Committee held on 3 February 2015 be approved and signed by the Chairman as a correct record.

2. Declarations of Interest

No additional declarations were made.

CHANGE IN ORDER OF AGENDA ITEMS

With the agreement of the Committee, agenda item 6 was brought before agenda item 3 and agenda item 9 before agenda item 5.

3. Kent County Council - Primary Education and Apprenticeships

The Chairman welcomed County Councillor Crabtree, Kent County Council (KCC) Deputy Cabinet Member for Education, and Ian Watts, KCC Area Education Officer for the Sevenoaks District, to the meeting.

Mrs. Crabtree gave a [presentation](#) on apprenticeships and the commissioning of school places. With regard to apprenticeships she emphasised that they were an excellent way for young people to earn while they learnt and would increase their opportunities while improving their pay levels. Qualifications up to the equivalent of a masters degree could be gained without the debt built up at universities. Employers would gain from the increased skills of their workforce, who would be in place while learning and apprentices would usually show increased loyalty. She felt KCC was leading the way on the number of apprenticeships but more bodies were likely to be expected to take on apprentices through the government's upcoming Enterprise Bill. KCC would pay for the first year in the case of the Assisted Apprenticeship Scheme for disabled people, care leavers, the home educated, young offenders and troubled families.

Mrs. Crabtree advised that school places were given through priority based on those in care, followed by those with siblings in the school, those with special needs and then based on the distance of their home to the school. It was a particularly high year for those with siblings already in schools. Sevenoaks town had been an area of real pressure

for places and so some pupils had been placed in Seal Primary instead. It was expected that the development of Fort Halsted would have an effect from 2019 onwards and although there was currently capacity of 100 spaces at Halstead Primary these would be occupied by that point and CIL monies would be required for any expansion. Dunton Green Primary would have 7 classes phased in, funded by Section 106 monies. Final figures for primary school admission appeals would be circulated after the deadline for appeals of 20 July 2015.

Questions were asked to the representatives of KCC.

The Chairman and Vice-Chairman asked whether Halstead Primary would be where children from the Fort Halstead development would be accommodated. The Area Education Officer confirmed there would have to be a consultation before any expansion and although it was an obvious option it would also depend on any outflows of pupils from Sevenoaks and how residents would get access as it would be a significant distance.

The Vice Chairman also asked whether a cost analysis had been done of the 1,100 pupils leaving the district for grammar schools in Tonbridge and Tunbridge Wells each day. No analysis had been done but it could be calculated.

The Officer was asked what work was being done to avoid the pressures for primary pupils which were felt in Swanley of bussing to Sevenoaks due to recent and upcoming developments. He confirmed there was some spare capacity at Horton Kirby while Hextable had been temporarily expanded. Any extra capacity needed to be based on land available and cost effectiveness. Costs for expansion exceeded the Government's basic needs funding and so was having to be funded through capital receipts and developer contributions. Future expansions could not be discussed until formal consultations had begun.

A Member urged that the Oasis Academy site be reopened and others enquired about demand in the area and why parents who put it as their first preference were not written to warning of its closure. The Officer advised that it was a large 15ha site, at the top of their thoughts for future school provision. It was needed for the large demand from the north of the District and from Dartford, particularly as the demand for primary school places moved upwards towards secondary schools. The decision to close the Oasis Academy was made by the Secretary of State, against the strongest arguments of KCC, on the day before the Spring Bank Holiday, making notification difficult.

The Officer was asked whether there would be sufficient appropriate buildings and staff for future school provision. He accepted that they had difficulty getting staff and had to recruit from Canada, Australia and Ireland who provided very high quality staff. Schools would not be approached for expansion unless there was capacity on their land. The Member highlighted, from his own experience, that young staff from Ireland would be very well trained but may not stay long at a school.

Responding to questions about apprenticeships, Mrs. Crabtree and the KCC Area Education Officer advised that if apprenticeship became mandatory under the Enterprise Bill then, unless the apprentices were NEETs, these would not be funded except for National Apprenticeship service grants of £1,500. Schools would not get the highest Ofsted results unless their careers advice services covered the option of apprenticeships

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well enough. Apprentices under these schemes had more employment protection than in the past and, at Level 2 Apprenticeships, employers would not receive payment unless apprentices without the qualifications would be entered to achieve A*-C GCSE Mathematics and English.

The Chairman thanked Mrs. Crabtree and the KCC Area Education Officer for the Sevenoaks District for attending.

4. Responses of the Cabinet to reports of the Scrutiny Committee

There were none.

5. Actions from the last meeting of the Committee

There were none.

6. Questions to the Portfolio Holder for Policy & Performance

The Portfolio Holder for Policy & Performance explained that the focus of his Portfolio would be to get the Council to a position where it could become self-sufficient. Connected with the move to self-sufficiency was improving the customer's and the resident's experience in meeting the Council's services, particularly being able to lead them to online services. The Portfolio Holder responded to Members' questions.

The Chairman asked what the Portfolio Holder considered to be the most significant risks within his Portfolio. The first was the risk of doing nothing, as the drive for self sufficiency was the result of balancing those risks against failing to act. The second was that staffing had reduced as the Council had tried to reduce its core costs. Reduced staffing led to a risk of a lack of capacity. The Chairman further asked about the sustainability of the District Council looking forwards. The Portfolio Holder advised that the Council's 10-year budget meant it was ahead of neighbours in adapting to the reduced funding. The Council continued to explore partnership working with those other Local Authorities who had an appetite for it and with whom it would work best.

The Vice Chairman asked what his expectations were for the Government Revenue Support Grant to the Council in the next year. He responded that the Council was working with an assumption of £1.5million but the Autumn Statement would likely see a further reduction. He hoped to get to the point where the Council was not dependent upon the grant in its core budget. The next phase would be to then reduce dependence on the New Homes Bonus.

The Portfolio Holder was asked what further projects the Council intended in the move to self-sufficiency. He confirmed that following the purchases the Council was a third of the way to the revenue stream intended. The market was now approaching the Council with properties as it was respected as a purchaser. The Council was continuing with work on the Buckhurst and Bradbourne car parks and was considering options for the one behind the former Farmers' Pub site.

Asked about the Council Offices, he said that he wanted to get to the point where the Argyle Road offices were not costing the Council money. They had already been successful in bringing others into the building who were paying a market rent. The

building was flexible but presented challenges in terms of energy efficiency. The swimming pools were particularly poor for energy efficiency.

A Member enquired whether the property investment would continue to provide returns during a recession. The Portfolio Holder explained that the Head of Economic Development & Property was looking for a mixed portfolio of properties. In some cases the Council would also see a return as a developer and in some cases would retain the value as freeholder. Empty properties had been built into the model.

Another Member asked whether it was risky to borrow money to invest in property. The Portfolio Holder advised that money had not yet been borrowed, but instead been redirected from the Council's investments which were receiving less than 1% return. Property investment had to, and was returning 6%.

A Member sought clarification from the Portfolio Holder on the reductions in the numbers of staff. He said that reductions had mostly been at the senior manager level but these cuts has also then filtered down. An example was the partnership working with Dartford Borough Council which had produced efficiencies.

7. Scrutiny Committee's Terms of Reference, Roles and Powers

The report set out the roles and powers of the Scrutiny Committee, taking into account its powers under the Local Government Act 2000, the Police and Justice Act 2006 and the Council's Constitution. It explained that the Committee could play a wide role, particularly in holding the Cabinet to account, questioning the impact of decisions, assessing the Council's relationship with partner organisations and in taking on in-depth projects.

Resolved: That the report be noted.

8. Reconstitution of Leisure In-Depth Scrutiny Working Group

The Committee reviewed the Leisure in-depth scrutiny working group, its terms of reference and membership and whether it should be reconstituted for the present municipal year.

Members agreed that the Working Group should build on the work of the Group previously but should report no later than 3 May 2016.

Resolved: That

- a) the terms of reference of the Leisure In-Depth Scrutiny Working Group be reconfirmed:
- b) Cllrs. Ball, Brown, Clack and Kitchener be appointed members of the Working Group; and
- c) Cllr. Brown be appointed Chairman of the Working Group.

Scrutiny Committee - 14 July 20159. Performance Monitoring

Members considered a report which summarised performance across the Council to the end of May 2015. Members were asked to consider three performance indicators which were performing 10% or more below their target with a commentary from Officers explaining the reasons and detailing any plans to improve performance. If actions taken were not deemed sufficient, the report recommended referring those indicators to Cabinet for further assessment.

The Chief Officer Corporate Support clarified that the target number of food inspections was across the year and was still expected to be met by year-end. Of the four planning appeals against the Council in the first two months of 2015/16 which had been upheld, one was a decision by the Development Control Committee overturning an Officer recommendation.

The Chairman requested that Members notify him of any Local Performance Indicators they wished to see regularly reported to the Committee.

10. Work Plan

The Committee considered its workplan for the remainder of the municipal year 2015/16.

Members agreed that a representative from KCC Commercial Services be invited to the meeting in May 2016, which they felt would complement questions at the meeting concerning Direct & Trading Services.

The Chairman asked that Members contact him if they have any matters of significant concern they would like added to the workplan.

Action: Officers to provide key performance indicators relevant to the Portfolio Holders invited to the Scrutiny Committee at each meeting.

The Members hoped for the Leisure In-Depth Scrutiny Working Group to provide an update to the meeting in November 2015, and interim report in February 2016 and the final report by May 2016.

THE MEETING WAS CONCLUDED AT 9.37 PM

CHAIRMAN

ACTIONS FROM THE MEETING HELD ON 14.07.15

Action	Description	Status and last updated	Contact Officer
ACTION 1	Officers to provide key performance indicators relevant to the Portfolio Holders invited to the Scrutiny Committee at each meeting.	Relevant key performance indicators are included in the present agenda. (11.11.15)	Jim Carrington West 01732 227218 Lee Banks 01732 227161

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PERFORMANCE REPORT

Scrutiny Committee – 24 November 2015

Report of Chief Executive

Status: For Information

Key Decision: No

This report supports the Council Promise to provide value for money

Portfolio Holder Cllr. Peter Fleming

Contact Officer(s) Lee Banks (Ext. 7161)

Recommendation to Scrutiny Committee: That

- (a) Members note the contents of the report; and
- (b) if Members are dissatisfied by actions being taken to improve performance by either Officers, Advisory Committee or Cabinet, they consider areas of underperformance for scrutiny.

Reason for recommendation: To ensure that areas of under performance within services are considered and reviewed by Members.

Introduction and Background

- 1 Scrutiny Committee have requested a regular update at each of their meetings of any performance indicators which are not meeting their target level. Attached to this short introduction paper is an exceptions report with a commentary from officers explaining the reasons why performance is not within 10% of target and detailing any actions the service is planning to take to improve performance levels.

Performance Overview

- 2 The table on the following page summarises performance levels as at the end of September 2015.

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	Current Month	Year To Date
Red <i>10% or more below target</i>	3 6%	1 2%
Amber <i>Less than 10% below target</i>	2 4%	7 14%
Green <i>At or above target</i>	44 90%	41 84%

- 3 Provided as Appendix A to this report are details of the three indicators where performance is 'Red' and missing the target level by 10% or more.

Portfolio Holder Performance Reports

- 4 At the Scrutiny Committee meeting held on 14 July 2015 it was requested for 'Officers to provide key performance indicators relevant to the Portfolio Holders invited to the Scrutiny Committee at each meeting'. The following performance reports are provided as appendices to this report:
- Appendix B – Finance Portfolio performance report
 - Appendix C – Policy & Performance Portfolio performance report
- 5 Where performance is 'red' and missing the target level by 10% or more Officers have provided a commentary for Members consideration.

Other Options Considered and/or Rejected

- 6 None.

Key Implications

Financial

- 7 Effective performance management monitoring arrangements will assist the Council in diverting resources to areas or services where it is considered to be a greater priority.

Legal Implications and Risk Assessment Statement.

- 8 Robust arrangements are in place to ensure that the risk of inaccurate data being reported to Members is minimised and assurance can be placed on the accuracy of data used to assess performance. By reporting to Members and ensuring all Members are able to access the Council's performance management system the risk of poor performance not being identified or addressed is minimised.

Equality Impacts

- 9 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users

Conclusions

- 10 This report to Members summarises performance across the Council with data that was available at the end of September 2015. Members are asked to consider three performance indicators which are performing 10% or more below their target and if the actions being taken by officers are not deemed sufficient are recommended to refer those indicators to the Cabinet for further assessment.

Appendices

Appendix A – Exceptions Report

Appendix B – Finance Portfolio performance report

Appendix C – Policy & Performance Portfolio performance report

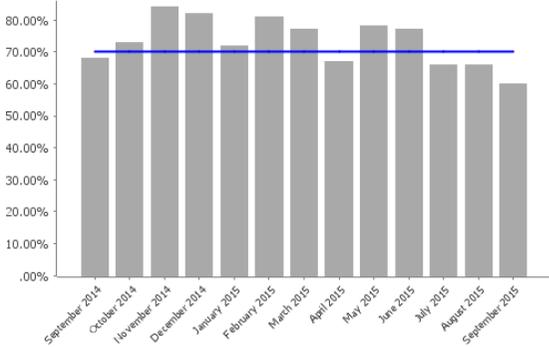
Background Papers:

None

**Dr Pav Ramewal
Chief Executive**

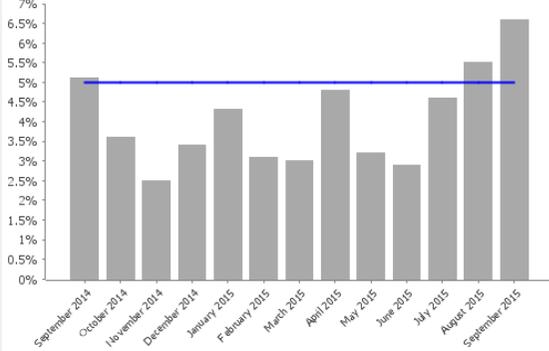
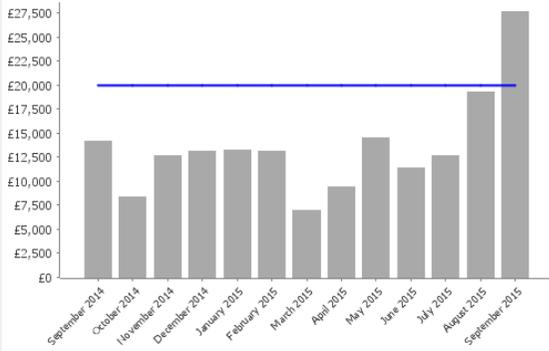
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Scrutiny Committee – Exceptions Report

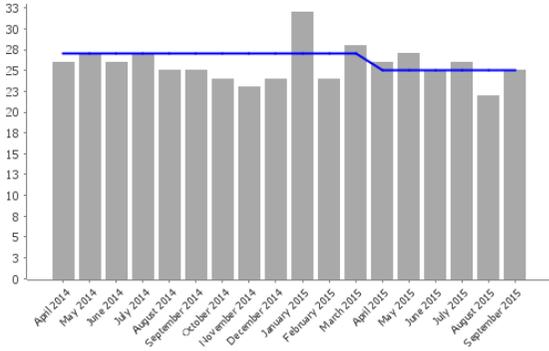
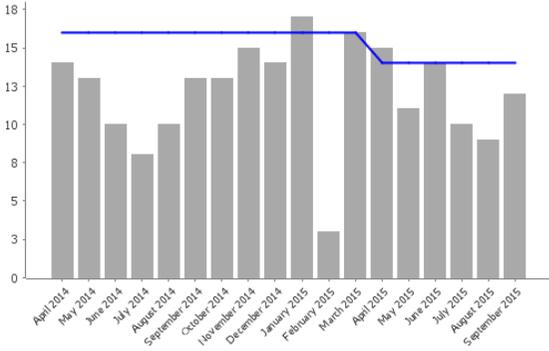
Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2015/16			
						Value	Target	Status	
0013	Percentage of phone calls answered within 20 seconds by the Contact Centre	60%	70%			69%	70%		<p>For the year to date the Customer Services team is marginally below the target of 70% of calls answered within 20 seconds.</p> <p>However over the summer months the team was carrying two vacant posts and had two staff on long term sickness absence which had an impact on performance.</p> <p>This was also a time when there was increased calls as the Council worked through the Individual Electoral Registration process with large numbers of residents being contacted on a regular basis and calling the Council to seek advice and assistance with the new registration processes.</p> <p>Temporary staff have now been appointed to the team and call numbers have settled to normal levels.</p>

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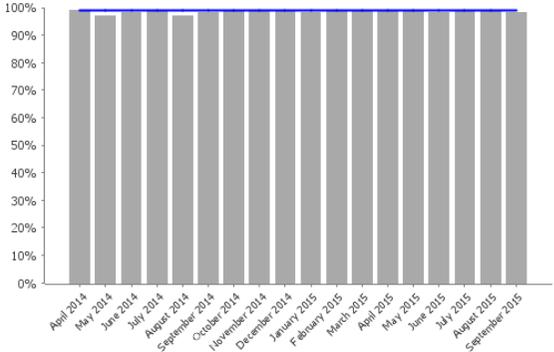
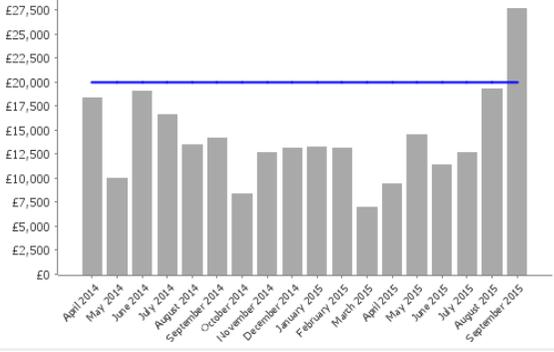
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Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2015/16			
						Value	Target	Status	
LPI_CS 002	Percentage of phone calls to the Contact Centre abandoned by the caller	6.6%	5%			4.6%	5%		<p>The Customer Services team remain within the target level of no more than 5% of callers abandoning their calls before speaking to the team or completing their transaction.</p> <p>As set out above vacant posts, long term sickness absence in the team and higher than normal call levels over the summer months contributed to a downturn in performance.</p>
LPI_FS 003	Debts outstanding more than 61 days	£27,610	£20,000			£27,610	£20,000		<p>The Council has a strong track record in ensuring any money that it is owed for the services it provides is collected in full and in a timely manner.</p> <p>Currently there are a small number of larger debts that officers are pursuing with other local authorities.</p>

Scrutiny Committee – Finance Portfolio performance report

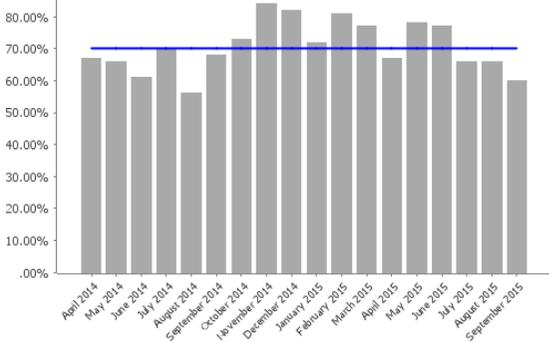
Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2015/16			
						Value	Target	Status	
LPI_H B 001	Average number of days to process Housing Benefit new applications	25	25			25	25		Commentary is only provided for 'red' indicators.
LPI_H B 006	Average number of days to process Housing Benefit changes	12	14			12	14		Commentary is only provided for 'red' indicators.

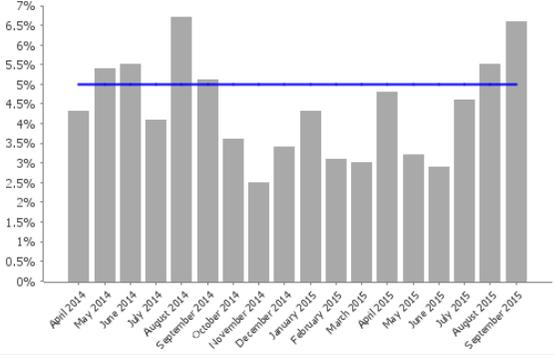
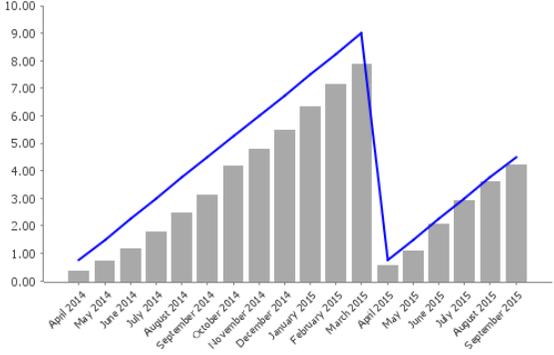
Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2015/16			
						Value	Target	Status	
LPI_TAX 001	The percentage of council tax collected in-year	58.7%	58.7%	✓		58.7%	58.7%	✓	Commentary is only provided for 'red' indicators.
LPI_TAX 003	The percentage of business rates collected in-year	57.3%	57.2%	✓		57.3%	57.2%	✓	Commentary is only provided for 'red' indicators.

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2015/16			
						Value	Target	Status	
LPI_F S 001	The percentage of undisputed invoices paid within 30 days or agreed terms	98%	99%			98.67%	99%		Commentary is only provided for 'red' indicators.
Page 17 LPI_F S 003	Debts outstanding more than 61 days	£27,610	£20,000			£27,610	£20,000		The Council has a strong track record in ensuring any money that it is owed for the services it provides is collected in full and in a timely manner. Currently there are a small number of larger debts that officers are pursuing with other local authorities.

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Scrutiny Committee – Policy & Performance Portfolio performance report

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2015/16			
						Value	Target	Status	
Page 19 11CS	Percentage of phone calls answered within 20 seconds by the Contact Centre	60%	70%			69%	70%		<p>For the year to date the Customer Services team is marginally below the target of 70% of calls answered within 20 seconds.</p> <p>However over the summer months the team was carrying two vacant posts and had two staff on long term sickness absence which had an impact on performance.</p> <p>This was also a time when there was increased calls as the Council worked through the Individual Electoral Registration process with large numbers of residents being contacted on a regular basis and calling the Council to seek advice and assistance with the new registration processes.</p> <p>Temporary staff have now been appointed to the team and call numbers have settled to normal levels.</p>

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2015/16			
						Value	Target	Status	
LPI_CS 002	Percentage of phone calls to the Contact Centre abandoned by the caller	6.6%	5%			4.6%	5%		The Customer Services team remain within the target level of no more than 5% of callers abandoning their calls before speaking to the team or completing their transaction. As set out above vacant posts, long term sickness absence in the team and higher than normal call levels over the summer months contributed to a downturn in performance.
LPI_HR 001	The average number of working days lost to sickness absence per FTE	4.23	4.50			4.23	4.50		Commentary is only provided for 'red' indicators.

Scrutiny Committee – 24 November 2015

Finance Portfolio Holder Report

Cllr Tony Searles

Update on Services within the Finance Portfolio

Finance

- Delivering a balanced 10-year budget including financial self sufficiency from direct government funding.
- Investigated growth and savings proposed as part of the budget process in particular Hever Road Traveller Site asset maintenance and the Tourism Officer.
- The Treasury Management Strategy is regularly reviewed. An exercise to benchmark bank charges is currently taking place.
- Property Investment – funding methods agreed for the Sennocke/Bradbourne project.
- A review of the Finance Team is taking place to ensure it is able to provide a service that meets the requirements of this Council going forward.
- Investigating the cash collection arrangement options for Swanley as the current method has a limited life.

Audit and Fraud

- Completed an external review of the Internal Audit Service. This has resulted in an action plan which aims to improve the value added by the service.
- Due to have a new Counter Fraud Team in place in February 2016 when housing benefit fraud moves to the Single Fraud Investigation Service (SFIS) within the DWP.

Revenues and Benefits

- Reviewing the Revenues and Benefits Service to further improve the service provided to customers.
- Council Tax direct debit take up has continued to increase.
- Preparing the Council and residents for the implementation of Universal Credit and wider welfare reform changes.

Facilities Management

- Ensuring key operational assets are maintained as required within budgetary constraints.
- Income generation through renting out Argyle Road office space.
- Reduction in energy costs via installation of LED lighting within Council offices.
- Scanning and removal of historical paper documentation.

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Update Report for the Sencio Sub Committee

1. The Committee consists of Cllr Brown (Chair), Cllr Kitchener, Cllr Ball and Cllr Clack. We have been assisted by Lesley Bowles, Hayley Brooks and Simon Davies.
2. Before undertaking any work it was confirmed with both officers and Cllr Horwood that the subcommittee would not be duplicating the work of any other Committee.
3. The Committee have agreed that the Core questions are:
 - a. Does Sencio provide good value for money?
 - b. If it does, what costs could be reduced and what income could be increased?
4. The sub committee has met on two occasions.
5. At the first meeting on 12th October 2015 the Committee agreed the following action points from officers:
 - a. Legal Advice as to the Sencio lease (received in hardcopy).
 - b. Meetings to be arranged with Jane Parish from Sencio (done) and alternative leisure providers/ members of commissioning Councils (awaited).
 - c. Sencio financials to end of 2014 and end of year Accounts be provided (done).
 - d. Information to be provided re head office costs and information about income/ expenditure at the various sites (awaited).
 - e. KALCO benchmarking to be updated and to include Bexley and Bromley (awaited)
 - f. Information re lease position at the Lodge (done).

Agenda Item 9

6. At the second meeting on 2nd November 2015 the Committee met with representatives from Sencio. The questions they were asked to address were:
 - a. What income can be increase?
 - b. To what extent are we subsidising Sencio?
 - c. Can Costs be decreased?
7. Following that meeting the following action points were agreed:
 - a. The Committee would meet with the Sales manager from Sencio.
 - b. That Sencio would provide details of its head office costs.
 - c. That Sencio would provide summaries of its income and expenditure from 2011 – 2015 inclusive.
 - d. That Sencio would programme a diagram illustrating its staff and costs of staff members.
 - e. Information about what other Councils and private providers charge for gym membership.
 - f. To email the presentation done by Sencio former marketing manager.
 - g. That the Committee would meet with two trust providers and one wholly private provider (Virgin Active).
8. In total therefore the sub Committee will be having four more meetings to gather evidence. The sub Committee will then meet to consider that evidence. Cllr Brown will then write a report with the assistance of officers, which will be circulated to members of the sub committee for their consideration and comments before final submission to the Committee in either February or May.

Update from Kent County Council on Education Questions

Questions from Cllr Brown to County Councillor Margaret Crabtree (14 July 2015)

1. Information re the cost of transporting 1,100 children to Tunbridge Wells per day. Could we circulate this publicly?
2. What is the need for a further school in Sevenoaks i.e. how many people vs how many places on offer
3. What is the gap in funding between money available vs need for money from CIL.
4. How much CIL is anticipated to be needed in relation to fort Halstead.
5. Every morning the roads are snarled up with parents taking kids to school. What can be done to ensure more kids take public transport? One particular hole is private schools - can we do anything to force them to lay on buses?

Email from County Councillor Margaret Crabtree to Councillor Brown (3 August 2015)

Dear Cameron

So far I have received the answers to questions 1 & 5 as follows:

“In answer to the questions raised by Cllr Brown, I hope the responses below will be of assistance.

It is not possible to answer question on with any degree of accuracy because there are so many varying factors which influence cost. It depends entirely on whether a child is entitled to receive transport assistance from the Local Authority. As the majority of children who have opted to attend a Tunbridge Wells or Tonbridge school, from the Sevenoaks area, would not be eligible to receive free home to school transport, their parents would have to make their own arrangements. Their transport, therefore, would not be a cost to the Authority. Most vehicles are commercial buses and the operators are unlikely to reveal the exact costs of operating the routes as this would be commercially sensitive information. Consequently I do not think we can answer this question.

Another factor restricting our ability to accurately calculate costs, stems from students starting their journeys from different locations. For example, a Weald of Kent student living in Leigh Village would have significantly lower travel costs than a Weald of Kent student living in Knockholt or Crockenhill.

In the event that a child is eligible to receive transport assistance, the costs could vary significantly depending on whether existing transport could be utilised (due to an existing vacant seat) or if new, dedicated services would have to be obtained it is therefore not possible to provide detailed costs for transporting 1100 children.

Agenda Item 10

The Kent Young Person's Travel Pass is an option available to any student resident in Kent, who attends school in years 7 – 11. It costs £250 per year. The pass is KCC subsidised by about 60%, so there is a cost to KCC per pass. However this is a county-wide offer and purely optional.

In terms of question 5, Kent County Council already do a lot to encourage the use of public transport. All secondary schools are supported by the Local Authority to produce school travel plans which is a statutory requirement placed upon them. The focus of these is very much on sustainable options such as public transport as well as walking and cycling. In addition to the statutory provision that is made for children entitled to free transport to school, Kent also offers the Young Person's Travel Pass. This is offered on a discretionary basis providing heavily subsidised bus travel to secondary school children and remains one of the most generous schemes of its type outside of London. As far as I am aware, there is nothing that the local authority can do to compel private schools to engage with their parents to encourage their children using public transport but we would entirely agree that they should be encouraged to do so".

Email from County Councillor Margaret Crabtree to Councillor Brown (14 August 2015)

Dear Cameron

Our KCC Head of Fair Access is now back from holiday and this is his response to your latest message:

"If Mr Brown requires a financial estimate which I emphasise is only that, then I think in very broad terms we can say that if the children were all entitled to free school transport and therefore had dedicated transport then we could estimate somewhere around £850k to £1m per annum to move them on the number of coaches that would need to be provided.

If they were all to be able to access a public bus service then the cost to the families to purchase the Young Persons Travel Card would in the main be £250 to the parents and additional subsidy of (average) £338 per pass by the LA would represent a £370k a year cost to KCC."

Scrutiny Committee Workplan

Committee (2014/15)	15 July 2014	2 October 2014	20 November 2014	3 February 2015
External Invitees	Sevenoaks & Swanley CAB Edenbridge & Westerham CAB	Sencio - Jane Parish, Chief Executive	Kent County Council (Secondary Schools) – Roger Gough, Cabinet Member for Education & Health Reform	West Kent Clinical Commissioning Group (Passenger Transport) – Ian Ayres, Chief Officer
Scrutiny Committee	Performance Monitoring Michelle Lowe – Housing, Welfare and Community Safety	Performance Monitoring Peter Fleming – Leader, Strategy and Performance Brian Ramsay – Finance and Resources	Performance Monitoring Roderick Hogarth – Economic and Community Development Robert Piper – Local Planning and Environment	Performance Monitoring Michelle Lowe – Housing, Welfare and Community Safety Chairman’s annual report to Council
Depth Scrutiny	Working Group Leisure - Stages Two/Three ¹	Working Group Leisure - Stages Two/Three ¹	Working Group Leisure - Stages Three/Four ¹	

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Committee (2015/16)	14 July 2015	24 November 2015	23 February 2016	3 May 2016
External Invitees	Kent County Council (Primary Schools) – Margaret Crabtree, Deputy Cabinet Member for Education & Health Reform	Kent Police (Crime & Disorder in the Sevenoaks District) – Chief Inspector Roscoe Walford, Sevenoaks District Commander	Kent County Council (Highways)	Kent County Council (Commercial and Traded Services)
Scrutiny Committee	Performance Monitoring Peter Fleming – Leader and Portfolio Holder for Policy & Performance	Performance Monitoring Update from Kent County Council on Education Questions Peter Fleming – Leader and Portfolio Holder for Policy & Performance Tony Searles - Portfolio Holder for Finance	Performance Monitoring Robert Piper - Portfolio Holder for Planning Anna Firth - Portfolio Holder for Legal & Democratic Services Chairman’s annual report to Council	Performance Monitoring Matthew Dickins - Portfolio Holder for Direct & Trading Services Michelle Lowe - Portfolio Holder for Housing & Health
In-Depth Scrutiny	Working Group Leisure – Reconstitution of Group	Working Group Leisure – Update Stages Two/Three ¹	Working Group Leisure – Interim Report Stages Two/Three/Four ¹	Working Group Leisure – Final Report Stages Two/Three/Four ¹

¹ For detailed information on stages refer to “A Guide to In-Depth Scrutiny”

Past In-Depth Scrutiny Working Groups

2013/14	
Parking	Cllrs Clark, Cooke, Edwards-Winser, Eyre, Mrs Purves, Raikes (Chairman)
Budget	Cllrs Abraham, Mrs Bracken (Chairman), Butler, Gaywood, Maskell
2014/15	
Leisure	Cllrs. Gaywood, Grint, Mrs. Morris, and Pett (Chairman)
Investment in Property (put on hold)	Cllrs. Brookbank, Davison (Chairman) and Underwood

Current In-Depth Scrutiny Working Groups

Leisure	Cllrs. Ball, Brown (Chairman), Clack and Kitchener
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Possible future areas for In-Depth Scrutiny

Highways
Housing - Welfare Reform

Possible future Councillor Call for Action

Cllr. Ms. Lowe	Gypsies & Traveller Site Consultation - Shoreham Site
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Possible External Invitees

Position	Name	Topic
KCC Cabinet Member - Community Services	Mike Hill	Libraries