

07 February 2017 at 7.00 pm

Conference Room, Argyle Road, Sevenoaks
Despatched: 30.01.17



Scrutiny Committee

Membership:

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

Agenda

	Pages	Contact
Apologies for Absence		
1. Minutes To approve the Minutes of the meeting of the Committee held on 31 October 2016, 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 - 10)	
5. Kent County Council Library Provision in the District County Councillor Mike Hill, Cabinet Member for Community Services and James Person, Service Improvement Manager of the Libraries, Registration and Archives Service in attendance to answer questions about Library provision in the District.		
6. Performance Monitoring	(Pages 11 - 24)	Lee Banks Tel: 01732 227161
7. Questions to the Portfolio Holder for Policy & Performance		Councillor Fleming Tel: 01732 227180
8. Questions to the Portfolio Holder for Housing & Health	(Pages 25 - 26)	Councillor Lowe

9. **Update from the Property Investment Strategy In-Depth Scrutiny Working Group**
Verbal update to be provided by the Chairman of the Property Investment Strategy In-Depth Scrutiny Working Group.

Councillor Clack

10. **Work Plan**

(Pages 27 - 28)

EXEMPT INFORMATION

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.

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.

SCRUTINY COMMITTEE

Minutes of the meeting held on 8 November 2016 commencing at 7.00 pm

Present: Cllr. London (Chairman)

Cllr. Brown (Vice-Chairman)

Cllrs. Ball, Clack, Hogg, Lindsay, Purves and Reay

Apologies for absence were received from Cllrs. Kitchener and McArthur

Cllrs. Eyre, Firth, Mrs. Morris and Piper were also present.

12. Minutes

Resolved: That the minutes of the meeting of the Scrutiny Committee held on 5 July 2016 be approved and signed by the Chairman as a correct record.

13. Declarations of Interest

No additional declarations were made.

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

Cllr Clack confirmed that the request of the Committee on 3 May 2016 for Cabinet to consider whether it would be appropriate to apply a target of 75% of Penalty Charge Notice appeals to be won at the Traffic Penalty Tribunal was considered by the Cabinet on 9 June 2016. Cabinet had decided not to apply a new performance indicator.

15. Actions from the last meeting of the Committee

There were none.

16. Kent Police - Crime and Disorder in the Sevenoaks District

The Chairman welcomed Chief Inspector Roscoe Walford, Sevenoaks District Commander of Kent Police, to the meeting, who gave an overview of the levels of crime and disorder within the District.

Chief Inspector Walford explained that the Sevenoaks District was the third lowest crime area in the County. There had been a rise in crime with 388 extra recorded crimes over the rolling year to the end of October 2016 with between 10 and 14 crimes reported each day. However, crime recording methods were one of the best in the country with approximately 90% accuracy. Domestic violence was the most common crime but Kent Police had one of the best rates for domestic violence

prosecutions with relatively low levels of repeat offenders and victims having more confidence to report incidents and receive support. The Kent Police sexual offences department would be restructured to deal with the rise in cases since Operation Yewtree. Kent Police were beginning to disrupt organised crime groups, which were causing disproportionate harm within the District.

He congratulated the Community Safety Unit for their work, with their well documented and audited processes leading the way in West Kent. The District had the lowest reported anti-social behaviour in the county.

Questions were asked of Chief Inspector Walford.

In response to questions from the Chairman, the Chief Inspector confirmed that there were 5,313 crimes reported over the rolling year and 112 of those were sexual offences. Most incidents occurred in the most populated parts of the District but most acquisition crimes would take place in the south. Most fraud matters would be dealt with at the County level, whose department was expanding. There were 45 constables, 18 PCSOs, 13 sergeants and 6 inspectors in the District. There was funding for up to 65 constables in the District but recruitment had been difficult. 1,400 recruits were due in the next 18 months with 8 beginning a probationary period in the District from the new year.

The Chief Inspector confirmed that if there were a shortage in available Officers then support would be received from other Districts, traffic or firearms Officers as necessary. Only one of over 500 core demand calls was not responded to in the year. Kent Police had held recruitment events for special constables, with 80 recently expressing interest in Swanley.

A Member asked about what landowners could do to stop unauthorised encampments on their land and whether he had experienced new priorities from the new Police and Crime Commissioner (PCC). The Chief Inspector explained that Kent Police had adopted a Joint County Policy for consistency on encampments, but landowners would be asked to take the lead before Kent Police used its powers. The new PCC had been proactive and had prioritised mental health issues, which were a significant burden on the force, and victim support.

In responding to questions, the Chief Inspector explained that he hoped that his current PCSOs would be in place for some time. Bureaucracy put a large demand on Officer time, with 2-3 hours needed even for a simple case file. Priorities were made based on threat, harm and risk. Some activities required Officers to be present, such as counter-terrorism presence, but if available he would have also given more police presence elsewhere.

The Chief Inspector was asked about theft in rural communities and he explained that it was important for residents to report the crime so that Kent Police knew the size of the problem. The ending of lost and found was a significant cost saving and it was recommended that lost goods be left, for example, with a shop they were found in.

Members raised concern at the level of cyber crime. He explained that they were processed through a national forum and few were allocated locally. The Kent Central Fraud Team were unlikely to expand soon due to limited resources, but Kent Police were trying to adapt to modern policing in areas such as child sexual exploitation, modern slavery, counter-terrorism and counter-extremism.

A Member asked about the problem in Sevenoaks of groups of youths who gathered during the Summer. The Chief Inspector confirmed that, following incidents on The Vine, some offenders had been charged and some given custodial sentences.

The Chairman thanked Chief Inspector Walford for his attendance.

17. Performance Monitoring

The Chief Officer Corporate Services introduced a report which summarised performance across the Council to the end of September 2016. Members were asked to consider seven 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 report also provided key performance indicators relating to the Portfolio Holders invited to the Scrutiny Committee meeting. Officers [tabled a key](#) to explain the performance indicator symbols.

A Member noted that 4 indicators were red because of staff sickness. The Chief Officer Corporate Services advised that staffing levels had been pared back so would not cover for periods of absence.

Action: That Officers provide a written response setting out the impact on customers of delays in processing new Housing Benefit applications and Housing Benefit changes.

Public Sector Equality Duty

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

Resolved: That the contents of the report be noted.

18. Questions to the Portfolio Holder for Planning

The Portfolio Holder for Planning presented a report updating the Committee on challenges and recent achievements within his portfolio, highlighting that the Planning Policy Team was making good progress in advancing the new Local Plan, with many evidential assessments begun and being returned. The consultation on the Swanley Master Vision had resulted in 1,800 responses (approximately a 15% response rate) which was higher than expected. The three greatest challenges ahead were in delivering the Local Plan, assessing responses to the Swanley Master Vision and determining how to take it forward, and recruiting and retaining staff in

an expensive area near to London. The Portfolio Holder responded to Members' questions.

In response to questions from the Vice Chairman, the Portfolio Holder explained that planning application fees were set nationally and so could not be adjusted to deter speculative applications. No consultants were used within the Development Management Team and the consultants used to build the evidence for the Local Plan would not usually advise on particular planning applications.

A Member raised concern that using The Chronicle rather than The Newshopper for public notices meant that residents in the northern parishes would not see the notices. The Portfolio Holder advised that the Sevenoaks Chronicle had begun covering stories in the north of the District.

A Member suggested that a number of Planning Inspectorate decisions overturning the Council related to the rear of properties. The Portfolio Holder did not feel that a relaxation of development policies to the rear of a property would be appropriate as these may often face neighbours or affect privacy.

A Member sought clarification that adjustment in the Green Belt would not be used to provide additional Housing. The Portfolio Holder confirmed that although brownfield sites might be developed, the Green Belt land which was working well would not otherwise be built on except in exceptional circumstances, such as the potential regeneration of Swanley or in continuing the bypass around Westerham.

Members raised concerns with the draft of the Swanley Master Vision, doubting that there would be support for part of the recreation ground to be lost and concerned at the level of housing that could be involved. The Portfolio Holder advised that the plan would be for the people of Swanley and the consultation responses were still being analysed, but the Council would go where the evidence led. Local people had asked for more shopping, a night-time economy, and better transport but these would be difficult to achieve without additional housing. The Portfolio Holder agreed to attend a future meeting to further discuss the matter.

In response to a question, the Portfolio Holder confirmed that they were awaiting the Arup Green Belt assessment before further updates could be given on the Call for Sites. The report was expected at about Christmas 2016.

19. Questions to the Portfolio Holder for Legal & Democratic Services

The Portfolio Holder for Legal & Democratic Services presented a report updating the Committee on challenges and recent achievements within her portfolio, highlighting that workplace accidents had fallen from 35 to 14 with days lost off work falling from 29 to zero. Individual Electoral Registration (IER) had not become less cumbersome over time but the funding from government had fallen. Almost all Licensing PIs were at a very high standard of 100%, but they would be difficult to maintain while the new Licensing Partner was embedded. Further Partnership expansion would be difficult at this time given managerial capacity. The trading company's first meeting would be on 15 November 2016. She felt that her services

were in much better position than when she had taken them over. An [appendix to the report](#) of recent legal successes was tabled for Members' consideration.

Updating Members on matters raised at the meeting on 23 February 2016, she confirmed that training would be given to Members about declarations of interest after the Full Council meeting on 22 November 2016. The Swanley slip road, which had been the site of an accident involving the Council, was to be completely adopted by the Highways Agency. The Portfolio Holder responded to Members' questions.

In response to a question from the Chairman, the Portfolio Holder advised that her three greatest concerns were in getting IER to a cost neutral position, in embedding the London Borough of Bexley into the Licensing Partnership and ensuring that the trading company makes returns and is properly governed and regulated.

Asked about the Licensing Partnership, the Portfolio Holder confirmed that efficiencies were created as the administration was centralised and mostly electronic. The Partner Authorities kept their own Officers and policies and so licensing complaints should be directed to local staff. The Licensing Partnership was due to have its first cost neutral year in 2017/18 since the Licensing Act 2003 and it was unsuitable to ask for a greater proportion of savings going forward as it was a true Partnership. The draft Partnership Working Agreement set out a 6 months' notice period to leave.

A Member enquired what percentage of the District had been registered on the electoral roll. The Portfolio Holder explained that approximately 88,700 had already registered but there were still an additional 300 registrations each week.

Another Member raised concerns that some Members may not be familiar with the Council's procedural rules, such as when Members may speak at Full Council meetings. The Chief Officer Corporate Services explained that the Head of Legal & Democratic Services was considering all training offered to Members and may soon send a survey to Members for what training they would be interested in.

The Portfolio Holder was asked whether there was a cheaper or more efficient way to administer elections. The Portfolio Holder advised that legal constraints prevented allowing online voting with fewer polling stations but she was investigating the digitisation of the service where possible.

The Vice Chairman made a request that the Council consider recording more meetings and make videos of Member training available online. The Portfolio Holder expressed support for these proposals.

The Vice Chairman further enquired whether it was appropriate that no Councillor sat on the Executive Board and whether that allowed the Board to act against Members' wishes. The Portfolio Holder clarified that the structure was based on guidance provided by E C Harris and would help to avoid conflicts of interest. Members noted that the Articles of Association required that the Business Plan be approved by the Trading Board.

20. Update from the Property Investment Strategy In-Depth Scrutiny Working Group

The Chairman of the Property Investment Strategy In-Depth Scrutiny Working Group updated the Committee on the progress of the Group. He explained that the Group had met 3 times: the first meeting was with the Chief Finance Officer and Chief Officer Communities & Business to familiarise themselves with the subject area; the second was with the Regeneration Advisor and Property Officer to discuss the Council's purchase of Suffolk House as a case study; and the third meeting was with a Member and two Officers from Ashford Borough Council, who had a more established trading company.

The Chairman of the Group advised that the Group had been reassured by what they had heard so far that the right level of oversight was exercised, the risks weighed up and opportunities spotted. He hoped that in time the Council's projects would benefit the less well off and struggling in the community.

21. Work Plan

The workplan was noted, with amendment that the Portfolio Holder for Planning be invited to the meeting of the Committee on 30 March 2017 in place of the Portfolio Holder for Finance. The Chairman asked Members to consider ideas for the topic of the next In-Depth Scrutiny Working Group.

THE MEETING WAS CONCLUDED AT 9.30 PM

CHAIRMAN

ACTIONS FROM THE MEETING HELD ON 08.11.16

Action	Description	Status and last updated	Contact Officer
ACTION 1	That Officers provide a written response setting out the impact on customers of delays in processing new Housing Benefit applications and Housing Benefit changes.	Written response provided below.	Jim Carrington West 01732 227218 Lee Banks 01732 227161

Agenda Item 4

Annual Targets

	New claims	Changes in circumstances
2015/16	25 days	14 days
2016/17	23 days	9 days

The annual targets for 2016/17 were made more challenging and, as a minimum, they were set to coincide with the 2014/15 national averages for speed of processing.

New Claims

Volume of new claims processed

2013/14	1,191
2014/15	1,121
2015/16	1,108

- The number of new claims received year-on-year have remained fairly consistent
- As at 25 January, there are 24 new claims waiting to be looked at
- In addition, there are 96 claims which require further information/evidence from the applicant in order to progress

Changes in Circumstances

Volume of changes in circumstances processed

2013/14	13,002
2014/15	13,478
2015/16	13,726

- The volume of changes we receive on an annual basis is constantly rising. This is mainly due to a number of data matching initiatives and a DWP incentive scheme encouraging authorities to proactively identify changes in circumstances
- The volume of changes processed in 2015/16 was 13,726 - a 5.6% increase compared to 2013/14 (the volume in 2011/12 was 10,906 and, compared to 2015/16, this represents a 26% increase in workload)
- As at 25 January, there are 392 changes waiting to be looked at
- In addition, there are 273 changes which require further information/evidence from the applicant in order to progress

Impact Assessment

We currently receive very few complaints about the time taken to process a new claim or a change in circumstances.

Where a high risk situation is made known to us, such as the threat of eviction or council tax enforcement action, we will prioritise these cases and process them as a matter of urgency.

It should be noted that one of the main factors which contribute to delays in processing times is the need to regularly pursue applicants' for further information once a new claim or change in circumstances has been submitted.

In respect of the performance indicators, the clock for measuring performance starts when the claim or change is received - irrespective of whether we have all the information to hand or not. Therefore, by introducing Risk Based Verification we will no longer need to request the level of evidence we currently ask for in low risk cases. This will undoubtedly help us to expedite new claims and changes in circumstances more efficiently as well as making a significant improvement in the current levels of performance.

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PERFORMANCE REPORT

Scrutiny Committee - 7 February 2017

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:

- (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 December 2016.

Agenda Item 6

	Current Month	Year To Date
Red <i>10% or more below target</i>	2 (4.3%)	4 (8.5%)
Amber <i>Less than 10% below target</i>	5 (10.6%)	9 (19.2%)
Green <i>At or above target</i>	40 (85.1%)	34 (72.3%)

- 3 Provided as Appendix A to this report are details of the four 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 resolved 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 - Health & Housing 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

None.

Key Implications

Financial

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.

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

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

This report to Members summarises performance across the Council with data that was available at the end of December 2016. Members are asked to consider four 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 - Health & Housing Portfolio performance report

Appendix C - Policy & Performance Portfolio performance report

Background Papers:

None

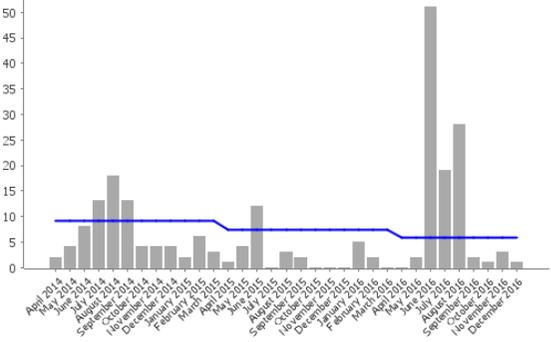
**Dr Pav Ramewal
Chief Executive**

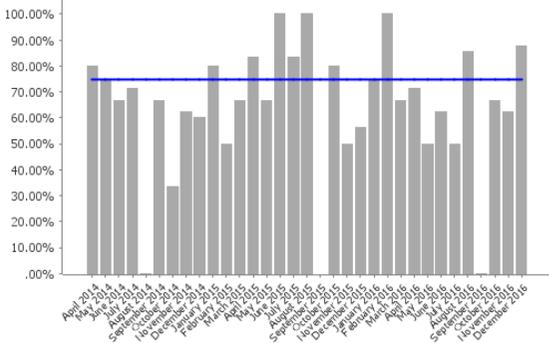
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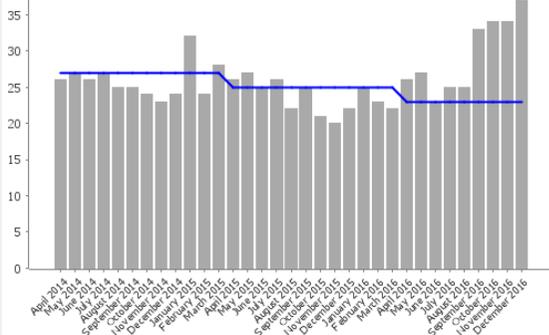
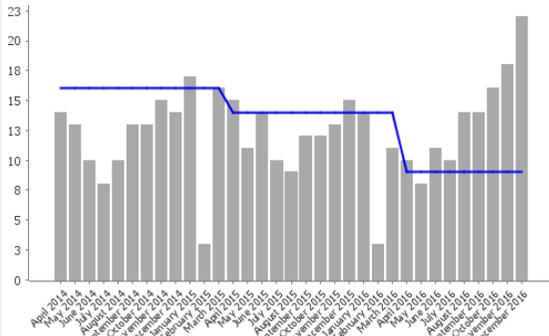
Scrutiny Committee – Exceptions Report

Key:

Status	Colour	Details
	Green	At or above target
	Amber	Less than 10% below target
	Red	10% or more below target

Page Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2016/17			
						Value	Target	Status	
Page 15 LPI_DS Waste 004	Number of missed green waste collections	1	6			107	52		<p>A series of one-off issues including, staff absence, a fault with a collection vehicle and delays at waste transfer station caused the decline in performance in collecting green waste.</p> <p>These issues have since been rectified and actions taken to improve resilience in the service. As a result performance data since September demonstrates a return to performance which is better than target.</p>

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2016/17			
						Value	Target	Status	
DC	Percentage of appeals against planning application refusal dismissed	87.50%	75.00%			66.13%	75.00%		<p>There have been 62 appeal decisions to December 2016. Over the same period the Council has made 1,149 decisions on planning applications.</p> <p>As such a relatively small proportion of applications go to appeal (5%), in percentage terms, each decision has the potential to have a significant impact on recorded performance.</p> <p>To the end of December 2016 there had been 41 of the 62 appeal decisions made had been dismissed.</p> <p>Performance on appeals is reviewed every month and when appeals are allowed the decisions are closely scrutinised and learning points are identified and shared. That scrutiny has not identified a common theme. The Council is also seeking further clarification from the Planning Inspectorate on three recent appeals where the Inspector appears to have interpreted our Green Belt Policy differently on each decision.</p>

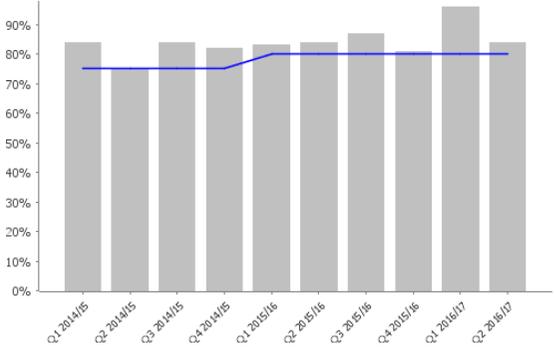
Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2016/17			
						Value	Target	Status	
LPI_HB 001	Average number of days to process Housing Benefit new applications (SDC)	37	23			29	23		<p>Along with a number of long-term staff absences over the past few months, the majority of who have now returned to work, a major transition has taken place over the past 12 months whereby all agency/off-site processing staff have been released from the Partnership and replaced by permanent staff filling a number of vacant posts being carried in the team. This transition has enabled significant financial savings to be delivered to the Council.</p> <p>All but one of the vacancies are now filled. New staff are settling in well and it is anticipated that this will bring improvements in performance.</p> <p>The introduction of Risk Based Verification from 1 February will have a significant, positive impact on performance of the Team.</p> <p>RBV is a DWP approved solution that enables the Team to reduce the level of verification required on each claim following a thorough risk assessment and will reduce processing times for new claims and changes to circumstances.</p>
LPI_HB 006	Average number of days to process Housing Benefit changes	22	9			12	9		

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Scrutiny Committee – Housing & Health Portfolio performance report

Key:

Status	Colour	Details
	Green	At or above target
	Amber	Less than 10% below target
	Red	10% or more below target

Page 19	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2016/17			
						Value	Target	Status	
LPI_C D 017	Percentage of Health Action Plan on target	84%	80%			84%	80%		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
						2016/17			
						Value	Target	Status	
LPI_H SA 002	Total number of homelessness acceptances	2	4	✔		25	30	✔	Commentary is only provided for 'red' indicators
LPI_H SA 004	Number of households living in B & B	4	10	✔		4	10	✔	Commentary is only provided for 'red' indicators

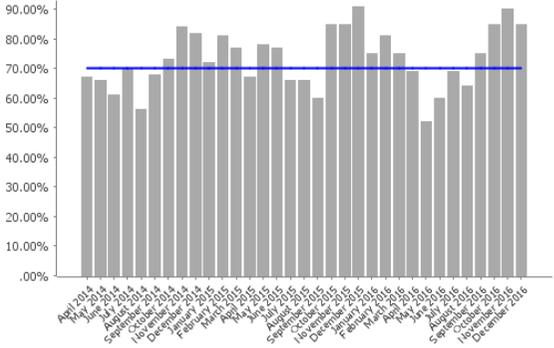
Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2016/17			
						Value	Target	Status	
LPI_H SP 002	Number of affordable homes delivered (gross)	28	28	✔		28	28	✔	Commentary is only provided for 'red' indicators
Page 21 SH 001	Number of Disabled Facilities Grants approved	20	20	✔		80	60	✔	Commentary is only provided for 'red' indicators

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Scrutiny Committee – Policy & Performance portfolio performance report

Key:

Status	Colour	Details
	Green	At or above target
	Amber	Less than 10% below target
	Red	10% or more below target

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2016/17			
						Value	Target	Status	
LPI_C S 001	Percentage of phone calls answered within 20 seconds by the Contact Centre	85.00%	70.00%			72.11%	70.00%		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
						2016/17			
						Value	Target	Status	
LPI_C S 002	Percentage of phone calls to the Contact Centre abandoned by the caller	2.4%	5%	✔		4.48%	5%	✔	Commentary is only provided for 'red' indicators
LPI_H R 001	The average number of working days lost to sickness absence per FTE	6.29	6.75	✔		6.29	6.75	✔	Commentary is only provided for 'red' indicators

Housing

Challenges:

- Housing survey has highlighted that the middle income group (£33,000 to £80,000) to be in particular need in our district. They don't qualify for social rented accommodation and can not afford to buy on the open market. This group is heavily dependent on the private rented sector – much more so than other districts.
- Our private rented sector is only 12% of the total (compared to the English average of 18%) and it is serving higher income groups than other districts where it is helping to provide housing for people earning less than £33,000.
- The over 65s is our largest growing age group - housing and community challenges to help them live independent lives for as long as possible. Some are asset rich and cash poor living in deteriorating homes.
- House prices remain very high (up to 17 times average wages). LHA (Local Housing Allowance) is too low for this district and needs to be brought in line with London.
- More pressures on temporary accommodation
- Benefit changes and the impact of evictions
- Keep homelessness low

Successes:

- The SDC HERO bid for the Prime Minister's trailblazer funding for innovative solutions to combat homelessness was successful – and we were granted nearly £100,000 for three years for extra HERO support and to upskill them into Super HEROs with health skills. Sevenoaks was the only successful single district nation-wide.
- The DFG team is now working in Pembury, Sevenoaks and Edenbridge hospitals preparing homes for people while they are in hospital so that they can be discharged sooner. We plan a similar scheme at the Darent Valley and Livingstone hospitals.
- The Arc4 housing survey is complete. The district-wide data is available and ward data will be made available at the next Housing & Health Advisory Committee. This will form the evidence base for the housing strategy which will also be based on last year's member workshops. The aim is to approve the new strategy in July and launch it at a second housing forum in the Autumn.

Health & Leisure

Challenges:

- To ensure provision of high quality, well-located, and accessible sport and leisure facilities, to facilitate increased participation in sport and physical activity across the district.
 - To decide the future of Whiteoak; and consistent quality of leisure facilities across all the district's centres
 - To focus sports development in areas inaccessible to the leisure centres
 - To work more closely with the CCGs on health and leisure provision across the district
 - Open up and use our green spaces more
- Complete the new leisure strategy

Agenda Item 8

- To implement the King's Fund Report recommendations across the district – and to lead the country with expertise on how to do it.

Successes

- The West Kent Health deal has now been approved and will start operating in the Spring. The CCGs are keen to become the third partner in the deal – which should lead to faster and better results
- SDC is one of the leading health districts in the country – as a result I am also chairman of the District Council Network's (DCN) Healthy Towns and Villages Network
- We pulled out of the Wildernesse Sports provision on very good terms

Dementia friendly achievements

- We won the KCC most dementia-friendly organisation in Kent and are now official dementia-champions supporting others to become dementia-friendly.

Scrutiny Committee Workplan

Committee Date	23 February 2016	3 May 2016	5 July 2016	8 November 2016
External Invitees	Kent County Council (Highways) - Matthew Balfour, Cabinet Member for Environment and Transport	Kent County Council (Commercial and Traded Services) - Paul Carter CBE, Leader and Cabinet Member for Business Strategy, Audit and Transformation and Commercial and Traded Services	Moat Housing - Elizabeth Austerberry, Chief Executive West Kent Housing - Deborah White, Housing and Communities Director	Kent Police (Crime & Disorder in the Sevenoaks District) - Chief Inspector Roscoe Walford, Sevenoaks District Commander
Scrutiny Committee	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	Performance Monitoring Roderick Hogarth - Economic and Community Development Tony Searles - Portfolio Holder for Finance	Performance Monitoring Robert Piper - Portfolio Holder for Planning Anna Firth - Portfolio Holder for Legal & Democratic Services
In-Depth Scrutiny	Working Group Leisure - Interim Report Stages Two/Three/Four ¹	Working Group Leisure Stages Two/Three/Four ¹	Working Group Leisure - Final Report Stage Five ¹ Working Group Property Investment Strategy - Constitution of Group Stage One ¹	Working Group Property Investment Strategy - Update Stages One/Two/Three ¹

Committee Date	7 February 2017	30 March 2017	Summer 2017	Autumn 2017
External Invitees	Kent County Council (Library Services) - Mike Hill, Cabinet Member for Community Services and James Pearson, Service Improvement Manager of the Libraries, Registration and Archives Service	Pembury Hospital (Maidstone and Tunbridge Wells NHS Trust) - Angela Gallagher, Chief Operating Officer		
Scrutiny Committee	Performance Monitoring Michelle Lowe - Portfolio Holder for Housing & Health Peter Fleming - Leader and Portfolio Holder for Policy & Performance	Performance Monitoring Matthew Dickins - Portfolio Holder for Direct & Trading Services Chairman's annual report to Council	Performance Monitoring Robert Piper - Portfolio Holder for Planning	Performance Monitoring
In-Depth Scrutiny	Working Group Property Investment Strategy - Update Stages Three/Four ¹	Working Group Property Investment Strategy - Final report Stages Four/Five 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-Winsor, 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
2015/16	
Leisure	Cllrs. Ball, Brown (Chairman), Clack and Kitchener

Current In-Depth Scrutiny Working Groups

Property Investment	Clack (Chairman), Hogg, Kitchener and Purves
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Possible future areas for In-Depth Scrutiny

Housing - accommodation for vulnerable people
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Past External Invitees

2013/14	
21/11/13	Maidstone & Tunbridge Wells NHS (Jayne Black, Director of Operations)
04/02/14	KCC Highways & Transportation (David Brazier, KCC Cabinet Member Transportation & Environment)
02/04/14	Kent Police (Area Commander Chief Superintendent Steve Corbishly and District Commander Chief Inspector Tim Cook)
2014/15	
15/07/14	Citizens Advice Bureaux (Martin Wells and Angela Newey, Chairman and Manager at Sevenoaks & Swanley Citizens Advice Bureau (CAB), and Mike Musgrove and Jill Eyre, Director and Manager at Edenbridge & Westerham CAB)
02/10/14	Sencio Community Leisure (Jane Parish, Chief Executive)
20/11/14	KCC Secondary Schools (Roger Gough, KCC Cabinet Member for Education & Health Reform)
03/02/15	West Kent Clinical Commissioning Group (Ian Ayres, Chief Officer and Accountable Officer)
2015/16	
14/07/15	KCC Primary Schools and Apprenticeships (Margaret Crabtree, KCC Deputy Cabinet Member for Education and Health Reform)
24/11/15	Kent Police (Chief Inspector Roscoe Walford)
23/02/16	KCC Highways (Matthew Balfour, KCC Cabinet Member for Environment and Transport) (Did not attend)
03/05/16	KCC Commercial & Traded Services (Paul Carter CBE, KCC Leader and Cabinet Member for Business Strategy, Audit and Transformation and Commercial and Traded Services)

2016/17	
05/07/16	Moat Housing (Elizabeth Austerberry, Chief Executive) West Kent Housing (Deborah White, Housing and Communities Director)
08/11/16	Kent Police (Chief Inspector Roscoe Walford)

Possible External Invitees

Position	Name	Topic