



DISTRICT COUNCIL

Despatched: 25.03.14

## **SCRUTINY COMMITTEE**

**02 April 2014 at 7.00 pm**

**Conference Room, Argyle Road, Sevenoaks**

### **AGENDA**

#### **Membership:**

Chairman: Cllr. London Vice-Chairman: Cllr. Brown

Cllrs. Abraham, Mrs. Bracken, Butler, Clark, Cooke, Mrs. Davison, Edwards-Winsler, Eyre, Fittock, Gaywood, Maskell, Mrs. Morris, Neal, Mrs. Purves and Raikes

	<b><u>Pages</u></b>	<b><u>Contact</u></b>
<b>Apologies for Absence</b>		
1. <b>Minutes</b> To approve the Minutes of the meeting of the Committee held on 4 February 2014, as a correct record.	(Pages 1 - 8)	
2. <b>Declarations of Interest</b> Any declarations not already registered		
3. <b>Responses of the Cabinet to reports of the Scrutiny Committee (if any)</b> a) Scrutiny Committee – Car Parking Review Working Group	(Pages 9 - 10)	
4. <b>Actions from the last meeting of the Committee (if any)</b>	(Pages 11 - 12)	
5. <b>Kent Police</b> Chief Inspector Cook and Chief Supt Steve Corbishly	(Pages 13 - 14)	
6. <b>Performance Monitoring</b>	(Pages 15 - 22)	Lee Banks Tel: 01732 227161
7. <b>In-depth Scrutiny - Report of the Budget Working Group</b> Verbal Update		
8. <b>Questions to the Portfolio Holder for Economic and Community Development</b>	(Pages 23 - 24)	
9. <b>Questions to the Portfolio Holder for Finance and Resources</b>	(Pages 25 - 26)	
10. <b>Work Plan</b>	(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 4 February 2014 commencing at 7.00 pm

Present: Cllr. London (Chairman)

Cllr. Brown (Vice Chairman)

Cllrs. Abraham, Mrs. Bracken, Brown, Clark, Gaywood, Mrs. George, Mrs. Morris, Neal and Raikes

Apologies for absence were received from Cllrs. Mrs. Purves

Cllrs. Bosley, Brookbank, Davison, Mrs. Davison, Firth, Fittock, Hogarth, Ms. Lowe, Mrs. Parkin and Mrs. Sargeant were also present.

25. Declarations of Interest

No additional declarations of interest were made.

26. Minutes

Resolved: That the Minutes of the meeting of the Scrutiny Committee held on 21 November 2013, be approved and signed by the Chairman as a correct record.

27. Responses of the Cabinet to reports of the Scrutiny Committee (if any)

There were none.

28. Actions from the last meeting of the Committee (attached)

The actions from the last meeting were noted.

29. Kent County Council Highways and Transportation

County Councillor Brazier, Kent County Council (KCC) Cabinet Member for Transport & Environment, and Julian Cook, KCC Highways District Manager for Sevenoaks gave an overview of the general state of the roads within the District and the relevant maintenance programme as well as how KCC Highways were meeting the challenge of budget pressures against increased demands and expectations.

The KCC Cabinet Member stated the service had been underfunded over a number of years. It had since been brought back in-house and gone through a couple of unsuccessful reorganisations before getting it right. The Service was also benefiting from the Find and Fix programme. Up to the beginning of December 2013 the highways were in as good a condition as they had been in living memory. The average response time for pothole fixes had improved greatly and if there were a safety issue the response could be within a couple of hours. An additional £2.5million was allocated for pothole repairs and it was expected the Find and Fix programme would end in May 2014 when it was also

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### Scrutiny Committee - 4 February 2014

expected the network would be back in good order. Between 2010 and 2017 KCC had to make savings of £500million and the Service had to find new ways of working and transforming but the pressures meant the Highways Service would have to focus on matters of safety.

The District Manager (KCC) emphasised those matters of particular concern in the Sevenoaks District. Fly-tipping was a significant problem, particularly in the rural northeast close to the London Boroughs, with a recent rise in fly-tipping of specialist materials such as asbestos and tyres. The continued wind and rain since 22 December 2013 were damaging the highway and standing water made it more difficult to fix potholes; the average response time was 14.2 days. Wind had uprooted a dozen trees, damaging footways. Metal theft continued as a problem, particularly gullies although replacement gullies now had locks on. Stewards were now regularly sent to road traffic accident sites to gather driver details and try to reclaim from insurance the costs of any network repairs needed.

The Committee asked questions of the speakers. £2.5million had been set aside for Find and Fix but in past years winter damage had been up to £10million. The cost of fixing a pothole was usually about fifty pounds but most costs came from closing roads and setting up lights to control traffic.

A Member asked whether there was a policy on which potholes would be fixed, for example patching small ones before they became large. The District Manager for Sevenoaks confirmed that potholes of 50mm on carriageways and 20mm on footways would be fixed. The extra £2.5million allowed the Service to take a more logical approach, not just working to safety critical levels, and to benefit from economies of scale.

Another Member asked whether, given the amount of standing water, there was a policy to empty gullies. The Officer confirmed a team cleared them every other year with another team to carry out one-off clearances. He agreed some areas needed more frequent emptying. There was a problem with water running off from private land where the landowner had not cleared their own ditches, silt from agricultural land and leaves being broken down by the wind and rain.

A Member asked whether there was scope for KCC to work with tertiary authorities to kill weeds. The Officer confirmed there had been reductions in this service from KCC. There would be difficulties with insurance, public liability and safety for the travelling public in allowing other bodies to carry out this work. However he would welcome suggestion of particular councils who may be interested and these would be looked at.

Some Members sought more information on the matter of fly-tipping and asked whether the problem was exacerbated since access had been limited to household waste sites. The Officer advised that the fly-tipping appeared organised and possibly professional. Surveillance was set up where there were persistent problems but the offenders often moved on before KCC could make surveillance arrangements. There had been prosecutions but he felt the fines inadequate. KCC was working with the Clean Kent Team on the issue. The KCC Cabinet Member added that the Council had previously been spending £500,000 per year on disposing of trade waste which should not have been taken to such household sites. This was unfair on taxpayers and so it was important to limit access.

A Member, not on the Committee, asked about the remnants of a fallen tree on Swanley Lane. The Officer reminded the Committee that KCC Highways would clear the tree if on the highway but if on private land would only clear it at the expense of the landowner.

The Vice Chairman asked firstly what the policy was to replace the surface of a road when there were many patched areas already on it. He also asked what Highways Officers would do to support the local planning process as there were concerns Highways Officers' reports lacked rigour. The District Manager (KCC) explained that Annual Condition Surveys assessed the deeper structure of the roads and whether resurfacing was appropriate. This was combined with information about accumulated costs recorded from Find and Fix. The Officer was advocating for the A25 west of Bat & Ball junction to be resurfaced, while the works would take account of the cycling strategy. The KCC Cabinet Member said that the level of Officer involvement in planning matters depended on the scale and nature of the application.

The Chairman thanked County Councillor Brazier for attending and suggested that it become a more regular item for the Committee.

### 30. Performance Monitoring

Members considered a report which summarised the performance across the Council to the end of December 2013. Members were asked to consider seven performance indicators which were performing 10% or more below their target and if actions taken by officers were not deemed sufficient the report recommended referring those indicators to the relevant Advisory Committee for further assessment.

The report was noted.

### 31. In-depth Scrutiny - Report of the Parking Working Group

The Chairman of the Parking Working Group introduced its final report and its proposed recommendations for Cabinet. The working group had met on a further 3 occasions since the interim report submitted to the Committee on 21 November 2013.

He advised that the report was focused on possible improvements rather than any criticism of the existing position. It concentrated on Sevenoaks, in the town and near to the railway station, as these accounted for 61% of on-street parking revenues and 95% of off-street parking revenues. The Council had become dependent in its budget upon achieving a yearly increase of 3.5% in parking revenues but this created a perception of expensive parking and put some shoppers off coming to Sevenoaks. Parking played an important role in community and economic development.

He highlighted that parking was not just the responsibility of the Council and he had attended a meeting of the Sevenoaks Town Partnership on the matter. Other councils worked with local supermarkets to provide Park and Ride services. It was important for the Council to work with its partners. There was a perceived shortage of 220 long stay spaces and 40 to 50 short stay, but identifiable demand was required before informed planning could take place.

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The Portfolio Holder for Economic and Community Development felt the report was a good example of how scrutiny can work. He asked whether it would have been helpful to have had input from Edenbridge Councillors although car parks there were not run by the Council. The Chairman of the Working Group agreed it would, especially given the high number of tourist attractions in the area.

The Vice Chairman asked whether the Group had considered schemes for flat payments or schemes where refunds were provided if a certain amount were spent in local shops. The Group had not focused on details.

A Member was concerned that half of the Council-provided off-street parking places in Swanley were at Bevan Place and that this site may become subject to a planning application for redevelopment into housing. She suggested that this car park be retained.

A Member noted some neighbouring authorities provided parking free to visitors.

Resolved: That the final report of the Parking Working Group be referred to Cabinet for consideration.

#### 32. In-depth Scrutiny - Report of the Budget Working Group

In accordance with Section 100B(4) of the Local Government Act 1972 the Chairman had agreed to accept the papers for this item as an urgent matter. The papers had not been available five clear working days before the meeting for the following reason:

The Budget Working Group had not been able to meet prior to the statutory despatch date. The Budget Working Group was required to submit their final report to the Committee on 4 February 2014 in order to be able to feed any comments to the Cabinet meeting on 6 February 2014.

The Chairman of the Budget Working Group introduced the report. She advised that the original purpose of the Working Group, to scrutinise the budget proposed by Cabinet on 5 December 2013, had not been possible. That the draft budget had been amended following a reduction in the Revenue Support Grant which required the Council to make additional savings of £300,000.

The report of the Working Group provided options for the Scrutiny Committee or the Cabinet Advisory Committees for them to consider how budgets were developed and brought together. The Chairman of the Group suggested these options could include: whether the budget assumptions could have been considered earlier or been tested more; whether the Advisory Committees should, on a rolling basis, consider the budgets for each service and in particular the larger services; and how the Invest to Save projects were being assessed. The Group had noted the budget also did not take account of the financial implications of the possible redevelopment of Swanley White Oak Leisure Centre, a matter still under consideration.

The Chief Finance Officer tabled comments on the report of the Working Group. He reminded the Committee that the Advisory Committees received service plans for each service in October and November which they can look at in detail, and put forward proposals to change funding for these services by way of growth and savings ideas.

The Chairman proposed that the terms of reference of the Working Group be revised. He suggested the Working Group report back to the Committee at its meeting on 2 April 2014 with a timeline for scrutinising the budget proposed next year. The Vice Chairman suggested that analysis of the past year could put the Committee in a better position to scrutinise next year's budget with a further Working Group.

Members raised concerns that the former terms of reference of the Working Group had been too wide. The Chairman agreed that scrutiny of the next budget would also need to begin sooner. The Committee agreed the Working Group should not duplicate the work of the Advisory Committees. In order that the Scrutiny Committee could feed into the 2015/16 budget process soon enough it was -

Resolved: That

- a) the in-depth scrutiny Members' budget working group continue for the purpose of creating a timeline for the possible in-depth scrutiny of the 2015/16 budget during 2014/15;
- b) the working group report the timeline back to the Scrutiny Committee no later than its meeting on 2 April 2014.

33. Questions to the Portfolio Holder for Housing, Welfare and Community Safety

The Portfolio Holder for Housing, Welfare and Community Safety advised that she had tasked a Deputy Portfolio Holder with finding savings for the service while they also considered ways to increase income. In Licensing there had been further harmonisation within the service. A report had been prepared in case central government did permit locally set licence fees under the Licensing Act 2003, as fees did not currently cover costs.

Internet safety was a concern for most parents and the Council was working on it with KCC and Kent Police. There was to be an internet safety day on 11 February 2014 educating about unsuitable websites, giving away personal details, grooming and cyber-bullying. Older residents would be educated about the Cyber Street and how to avoid scams. She was pleased that Silly Billy, a local children's entertainer, had agreed to help the campaign.

Key welfare reforms had been introduced in April 2013 meaning that all residents paid a minimum of 8.5% of their Council Tax. This would rise to 18.5% in April 2014, affecting 18,350 taxpayers. There was also a reduction of 14% in Housing Benefit. 22 households were affected by the benefit cap of £350 (£500 for couples and those with children living with them). It was estimated that 20 households fell within a loophole on rules to incentivise downsizing. Although the Universal Credit was expected in 2016 this was subject to any possible political change in central government.

The Housing, Energy and Retraining Options (HERO) service had been effective in providing holistic outreach advice to residents in difficulty and reducing homelessness and encouraging people to retrain and get back into employment. Hero service was provided for Moat and West Kent Housing tenants as well as for some KCC Children centres which attracted income. The Council had received interest from Swale Borough

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Council in extending the project to them. The intention was for HERO not just to cover its costs but eventually to make money for the Council.

The Chairman invited Members to put questions to the Portfolio Holder. Members expressed support for the HERO scheme and were glad to hear of its success. A Member was interested in knowing more about the work of HERO, which areas benefited most and what sorts of issues. The Portfolio Holder agreed for this information to be provided outside of the meeting. There were two HERO Officers who were externally funded but the KCC Children centres were being reduced due to efficiencies so there was capacity to extend the service.

*Action 1: The Portfolio Holder to provide further information to Members concerning the focus of HERO.*

A Member was interested in the costs of the internet safety campaign and noted several other public authorities already provided internet safety advice. The Portfolio Holder confirmed the service was part of the Council's statutory community safety duty but was free. It mostly consisted of website links to other advice providers.

The Chairman noted the Portfolio was one of the largest in the Cabinet and asked whether it was a manageable size. She felt it was but the Deputy Portfolio Holders assisted her and was particularly glad for the Deputy who focused on welfare matters. She did not think the Portfolio should be split as it fitted logically together.

The Deputy Portfolio Holder advised that since HERO commenced, there had been 1182 referrals of which 348 had been given advice, 418 had been given back to work activities such as training with 57 returning to work and 359 had benefit advice. These figures are up to the end of December 2013.

#### 34. Questions to the Portfolio Holder for Local Planning and Environment

The Portfolio Holder for Local Planning & Environment presented some opening remarks, updating the Committee on his work since his last attendance before them. He advised that the Allocations and Development Management Plan (ADMP) had been submitted to the Inspector for consideration in March 2014, with a report expected in June and the Plan to be adopted in August, all being well. A recent Planning Inspector's appeal decision about Broomhill, Swanley raised concerns that, like many authorities, the Council's housing supply numbers set out in its Core Strategy were out of date and not in keeping with the National Planning Policy Framework (NPPF). Shortly before Christmas 2013 the Council Community Infrastructure Levy (CIL) Charging Schedule was found sound by an independent inspector and so it would be presented to Cabinet and Council later in the month. A management process was still needed for managing CIL payments received. CIL training would be provided to parish and town councils in Spring 2014. The Gypsies and Traveller Plan Consultation Document intended to set out how the Council could meet the need for 70 pitches. The Document was going to the Local Planning & Environment Cabinet Advisory Committee ready for consultation in April 2014.

A Member asked whether the Council had further information about collective energy switching following a leaflet he had been shown from Dartford, Gravesham and Dover Borough Councils. The Chief Officer Housing advised that the Council was in the very



early stages of looking at this, including the costs involved. It could provide an income for the Council without creating additional fees for end user.

Another Member asked whether the Council intended to spread future Gypsy and Traveller pitches equally across the District, or focus around existing sites. The Chief Planning Officer advised the issue was still in the early stages and it depended on what arose from the consultation, including the call for sites. Those sites currently identified as possible sites would not meet the need in full and sites put forward would not necessarily be the most appropriate.

Members sought more information on the criticism of the Council's housing supply and whether this was particularly about a type of property and whether this meant there would be greater development on the Green Belt. The Chief Planning Officer clarified that it was not a criticism of the mix of housing. The Core Strategy had been adopted in February 2011 while Regional planning policies were in place including for future housing numbers. The NPPF required objectively assessed housing figures. However, the Broomhill site was not in the Green Belt and the Planning Inspector had said that the Council's Green Belt and AONB policies were in keeping with the NPPF. The Green Belt was still designated as being of strategic importance.

A Member suggested there was a greater need for bungalow houses with the increasingly ageing population. The Chief Planning Officer advised that planning policies were character based and did not specify particular places for bungalows.

A Member, not on the Committee, asked how proactive the Core Strategy was, particularly when applications had recently been received for crematoria when there were alternative sites which were brownfield. The Chief Planning Officer advised the Core Strategy was strategically focussed, whereas the ADMP would identify more particular sites for development. The need for crematoria had not arisen through the Core Strategy development and consultation process.

### 35. New In-depth Scrutiny Review

The report proposed two alternative in-depth scrutiny working groups for the Committee to consider forming. One was to consider the Disabled Facilities Grants (DFG) in-house process and the other to consider leisure customer satisfaction with particular regard to member and customer retention in the leisure centre fitness gyms.

The Committee agreed to establish a working group in line with the report, focused on leisure. At the request of the Vice Chairman this was also to consider value for money. It would report back in line with the Committee's work plan with a final report at the meeting in July 2014.

Officers were to have delegated authority to draw up precise terms of reference for the working group. It was agreed that Cllr. Gaywood would be the Chairman of the working group and Cllr. Mrs. Morris volunteered to be another member. Further members were to be sought through an email to Members of the Committee.

*Action: The Chief Officer Communities & Business to circulate to the Committee final terms of reference for the working group and request volunteers for it.*

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Resolved: That

- c) an in depth scrutiny Members' working group be set up to consider leisure customer satisfaction with particular regard to member and customer retention in the leisure centre fitness gyms and value for money;
- d) the terms of reference for the working group to be confirmed by Officers and circulated to the Committee; and
- e) the working group be Chaired by Cllr. Gaywood and to include Cllr. Mrs. Morris with a further 3 Members to volunteer.

#### 36. Work Plan

Members noted the Committee's work plan. The in-depth scrutiny Budget Working Group was now to report to the Committee on 2 April 2014.

The Committee agreed it did not need to consider further the concerns raised regarding recent Council Constitutional amendments; these had been considered by the Governance Committee and any further matters arising would be taken into account by that Committee. It was also noted that future arrangements of the Scrutiny Committee, including its Membership, would be considered further by the Governance Committee as part of the Member Survey.

THE MEETING WAS CONCLUDED AT 9.35 PM

CHAIRMAN

- a) Scrutiny Committee – Car Parking Review Working Group (Minute 83, Cabinet, 6 March 2014)

The Chairman advised that the Chairman of the Working Group had sent his apologies and that the Portfolio Holder would speak to the item on his behalf. The Portfolio Holder for Economic and Community Development thanked the Scrutiny Working Group for all their work and commented that it had been interesting and helpful and would be factoring it into the long term strategy and commended the report to Cabinet.

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**ACTIONS FROM THE MEETING HELD ON 04.2.14**

<b>Action</b>	<b>Description</b>	<b>Status and last updated</b>	<b>Contact Officer</b>
ACTION 1	The Portfolio Holder to provide further information to Members concerning the focus of HERO.	Email circulated by Chief Housing Officer to Members on 05.02.14	Pat Smith

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Topics proposed for consideration by the Vice-Chairman of the Scrutiny Committee

1. the general overview of crime across the district
2. the levels of policing, with facts and figures across the district.
3. any particular issues encountered by Police, including youth violence within Sevenoaks town and acquisition crime.
4. the view of the Police on the level of support provided by SDC in relation to CCTV and whether they have any ideas for alternative support.

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## PERFORMANCE REPORT

### Scrutiny Committee – 2 April 2014

Report of Chief Executive

Status: For Information

Key Decision: No

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**This report supports the Council Promise to provide value for money**

**Portfolio Holder** Cllr. Peter Fleming

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

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#### **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 call-in areas of underperformance for scrutiny.
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**Reason for recommendation:** To ensure that areas of under performance within services are considered and reviewed by Members.

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#### **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 the performance levels as at the end of February 2014.

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	Current Month	Year To Date
<b>Red</b> <i>10% or more below target</i>	6 (13%)	2 (4%)
<b>Amber</b> <i>Less than 10% below target</i>	3 (7%)	7 (16%)
<b>Green</b> <i>At or above target</i>	36 (80%)	36 (80%)

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

### Other Options Considered and/or Rejected

- 4 None.

### Key Implications

#### Financial

- 5 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.

- 6 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

Consideration of impacts under the Public Sector Equality Duty:		
Question	Answer	Explanation / Evidence
a. Does the decision being made or recommended through this paper have potential to disadvantage or discriminate against different groups in the community?	No	The report provides information on the performance of services. The way in which those services are delivered are subject to their own Equality Impact Assessments.
b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?	No	

Consideration of impacts under the Public Sector Equality Duty:		
Question	Answer	Explanation / Evidence
c. What steps can be taken to mitigate, reduce, avoid or minimise the impacts identified above?		Not applicable.

**Conclusions**

- 7 This report to Members summarises performance across the Council to the end of February 2014. Members are asked to consider six 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 relevant Advisory Committee for further assessment.

**Appendices**

Appendix A – Performance Data


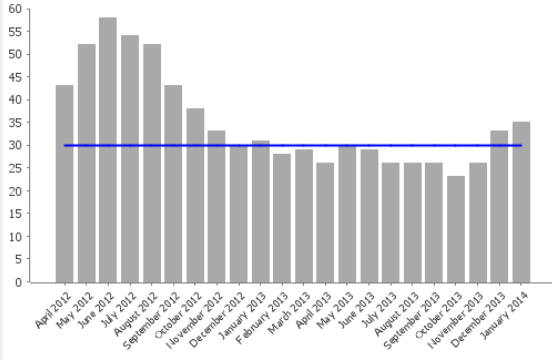


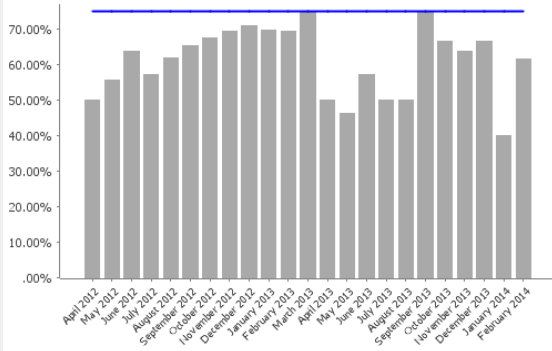

**Background Papers:**

None


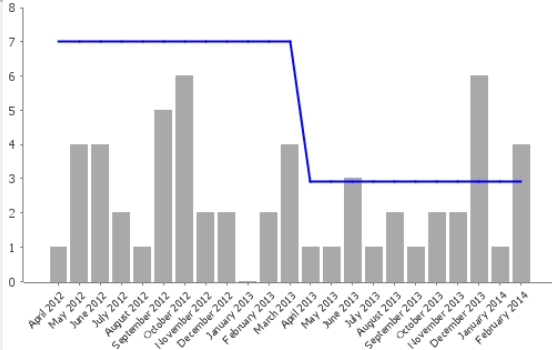


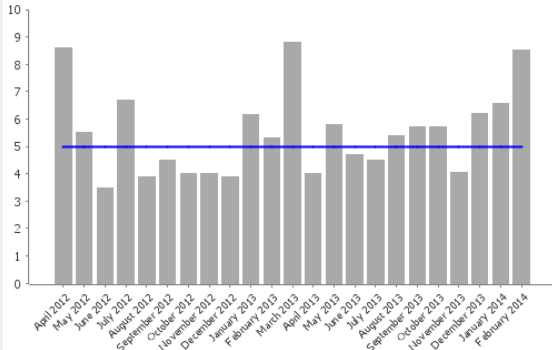

**Dr Pav Ramewal  
Chief Executive**

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**Scrutiny Committee – Performance Data** (Data for February 2013)

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2013/14			
						Value	Target	Status	
LPI HB 001	Average number of days to process Housing Benefit new applications	35	30			28	30		<p>An increase in work load as a proportion of claimants move in and out of temporary work over the Christmas period, coupled with reduced number of working days over the Christmas and New Year period have had a detrimental impact on performance in December and January.</p> <p>Performance for February is expected to return towards the target performance level and processes are being reviewed to ensure the targeted number of days to process new benefit claims is lower than 30 days for the coming year.</p>
LPI DC 009	Percentage of appeals against planning application refusal dismissed	61.54%	75.00%			57.58%	75.00%		<p>Cumulative performance for the year to date is affected by the disappointing figures between April and August.</p> <p>Since September 39 of 63 (62%) planning appeals were dismissed.</p> <p>Decision that result in planning appeals continue to be reviewed to identify any areas where performance could be improved.</p>


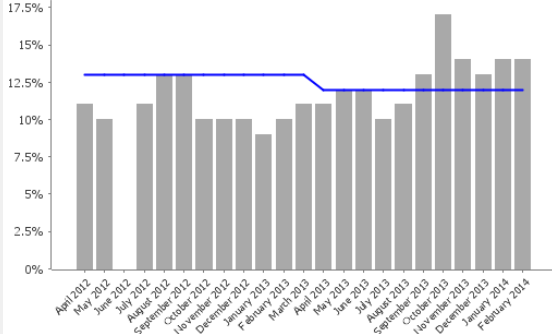


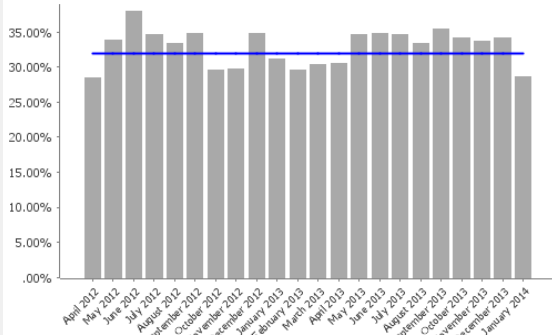

**Scrutiny Committee – Performance Data** (Data for February 2013)

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2013/14			
						Value	Target	Status	
LPI SH 002	Total number of homelessness acceptances	4	3			24	32		<p>A small increase in the number of applications for homelessness support were recorded in February. However for the year to date just 24 applications have been received which is the lowest number the Council has recorded for the period in question.</p> <p>This is a reflection of the effectiveness of the action the Council takes to prevent homelessness occurring.</p>
LPI Clean 002	Average number of days taken to remove fly tips which the District Council has responsibility to clear	8.5	5			5.6	5		<p>95 fly tips across Sevenoaks District were reported to the Council during February. This is the second highest number of reports within a month for the year to date. The Council is required to investigate each report to determine who is responsible for clearing the fly tip.</p> <p>During February the Council removed 45 fly tips, 47% of the number reported.</p> <p>As a result of the work load the target to clear all fly tips within 5 days was missed.</p>

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**Scrutiny Committee – Performance Data** (Data for February 2013)

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2013/14			
						Value	Target	Status	
LPI PA 002	Percentage of Penalty Charge Notices cancelled	14%	12%			12.8%	12%		<p>A marginal increase in the number of appeals against penalty charge notices that have resulted in cancellations has occurred in recent months.</p> <p>The reasons for cancelled notices are reviewed and if it is evident that the Council can improve its processes advice and training is provided to the Civil Enforcement Officers.</p>
LPI Waste 001	Percentage of household waste sent for reuse, recycling and composting	28.69%	32.00%			33.37%	32.00%		<p>The most recent available data for this indicator relates to performance in January this year, which was impacted by the flooding experienced across the District.</p> <p>A small proportion of missed collections due to road closures and a fall in the amounts of recycling left out for collection as residents dealt with the impact of flooding in their areas is thought to have contributed to the decline in recycling rates.</p> <p>Recycling rates for the year to date remain above target and monthly performance is anticipated to return towards target levels for the remainder of the year.</p>

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**Scrutiny Committee - 2 April 2014**

**Cllr Roddy Hogarth, Portfolio Holder for Economic and Community Development**

Cllr Hogarth will update Members on the following three challenges:

1. Supporting the local economy by enabling businesses to access funding for development and jobs
2. Improving broadband provision, particularly in rural areas
3. Reviewing parking capacity in Sevenoaks Town

1. Supporting the local economy by enabling businesses to access funding for development and jobs

One of the key economic development challenges has been to keep a focus on Sevenoaks and West Kent, particularly with regard to access to funding. At a time when our businesses need to be able to compete with other parts of the County, both East Kent and the Thames Corridor have compelling cases for growth, both in terms of need and opportunity. Making the argument for West Kent, as an area where businesses can and do thrive and where small amounts of investment can generate fast and significant improvements, has therefore been a priority.

As a result of lobbying and working with partners in East Sussex as well as West Kent, the Council has attracted Regional Growth Fund money to provide zero per cent loans to local businesses who can prove that they can grow and generate additional jobs.

2. Improving broadband provision, particularly in rural areas

With low broadband speeds in many rural parts of the District, a key challenge has been to assist local communities in attracting better broadband provision. We have done this in three ways:

- Proving the need for faster broadband, through the Make Kent Quicker campaign involved working with local communities, schools and businesses to prove that Sevenoaks District could take advantage of improved provision through the BDUK scheme.
- Making funding applications to Defra for faster broadband speeds in particular parts of the District.

## Agenda Item 8

- Reviewing whether there was scope for the District Council to start a broadband company or invest in existing broadband companies make provision in the District

### 3. Reviewing parking capacity in Sevenoaks Town

This was the subject of a report to Cabinet on 6 March 2014

**Scrutiny Committee – April**

**BOATS Business Opportunities and Threats**

**Cllr Ramsay – Portfolio Holder for Finance and Resources**

1. Uncertainty future Government funding/policy

Limited opportunity for further staff cuts currently 363 FTE, limit maybe 350 FTE depending on DWP policy.

Threat to our fraud teams from DWP takeover, but still have to maintain fraud on Council Tax Benefit.

2. Disposal of unwanted property

Initial list now completed £3.5m capital sum

Second list being prepared (FRAC)

Many of the sites shortlisted require pre sale work in respect of planning consents or valuations. We may be working with adjoining land owners, so issues may arise with prospective partners which mean not a quick process, but with time all should be achievable.

To achieve best value many sites will be subject to submission of planning applications.

3. Investment in new assets and services to provide income stream

Presentation by Cllr Lorraine Stack gave excellent ideas for enhanced service income

Investment in sites we own – Sevenoaks Town Centre Car Park – increase in parking revenues.

Capital Investment in Leisure Assets which increase income and reduce on-going Asset Maintenance costs.

Purchase of new Property Assets to achieve greater rental income. Members agreement needed to the principle and to formulate an efficient governance process that will allow quick decision making.

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## Scrutiny Committee Workplan

Committee	18 July 2013	26 September 2013	21 November 2013	4 February 2014	2 April 2014
<b>Attendees<sup>1</sup></b>	Cllrs London (Chair), Brown (Vice Chair), All members of the Scrutiny pool	Cllrs London (Chair), Brown (Vice Chair), All members of the Scrutiny pool	Cllrs London (Chair), Brown (Vice Chair), TBA	Cllrs London (Chair), Brown (Vice Chair), TBA	Cllrs London (Chair), Brown (Vice Chair), TBA
<b>External Invitees</b>			Jayne Black – Director of Operations – Pembury Hospital (Maidstone and Tunbridge Wells NHS Trust)	County Councillor David Brazier and Julian Cook District Manager for Sevenoaks, KCC Highways and Transportation.	Chief Inspector Cook and Chief Supt Steve Corbishly
<b>Scrutiny Committee</b>	Peter Fleming – Leader, Strategy and Performance  Michelle Lowe – Housing, Welfare and Community Safety	Performance Monitoring  Ian Bosley – Local Planning and Environment  Roddy Hogarth – Economic and Community Development	Performance Monitoring  Brian Ramsay – Finance and Resources  Peter Fleming – Leader, Strategy and Performance	Draft Annual Scrutiny report to Council  Performance Monitoring  Michelle Lowe – Housing, Welfare and Community Safety  Ian Bosley – Local Planning and Environment	Performance Monitoring  Roddy Hogarth – Economic and Community Development  Brian Ramsay – Finance and Resources
<b>In-Depth Scrutiny</b>	Working Group 1 Parking - Stage One <sup>2</sup>	Working Group 1 Parking - Stages Two/Three/Four <sup>2</sup>  Working Group 2 Budget – Stage One <sup>2</sup>	Working Group 1 Parking - Stages Two/Three/Four <sup>2</sup>  Working Group 2 Budget- Stages Two/Three/Four <sup>2</sup>	Working Group 1 Parking - Stage Five <sup>2</sup>  Working Group 2 Budget - Stage Five <sup>2</sup>  Working Group 3 Leisure - Stage One <sup>2</sup>	Working Group 3 Leisure - Stages Two/Three/Four <sup>2</sup>  Working Group 2 Budget - Stage Five <sup>2</sup>
<i>2014 dates will all be subject to any changes at Annual Council and nothing is yet booked</i>	<b>July 2014</b>	<b>September 2014</b>	<b>November 2014</b>	<b>February 2015</b>	<b>April 2015</b>
<b>Attendees<sup>1</sup></b>	Cllrs London (Chair), Brown (Vice Chair), TBA	Cllrs London (Chair), Brown (Vice Chair), TBA	Cllrs London (Chair), Brown (Vice Chair), TBA	Cllrs London (Chair), Brown (Vice Chair), TBA	Cllrs London (Chair), Brown (Vice Chair), TBA
<b>External Invitees</b>	Sevenoaks & Swanley CAB Edenbridge & Westerham CAB				
<b>Scrutiny Committee</b>	Performance Monitoring  Peter Fleming – Leader, Strategy and Performance  Michelle Lowe – Housing, Welfare and Community Safety	Performance Monitoring  Ian Bosley – Local Planning and Environment  Roddy Hogarth – Economic and Community Development	Performance Monitoring  Brian Ramsay – Finance and Resources  Peter Fleming – Leader, Strategy and Performance	Performance Monitoring  Michelle Lowe – Housing, Welfare and Community Safety  Ian Bosley – Local Planning and Environment	Performance Monitoring  Roddy Hogarth – Economic and Community Development  Brian Ramsay – Finance and Resources
<b>In-Depth Scrutiny</b>	Working Group 3 Leisure - Stage Five <sup>2</sup>	Working Group 4 – TBC	Working Group 4 – TBC	Working Group 4 – TBC	Working Group 5 - TBC

<sup>1</sup> Political proportionality of each committee meeting is 9 Conservative (Including Chair/Vice Chair), 1 Labour and 1 Liberal Democrat

<sup>2</sup> For detailed information on stages refer to “A Guide to In-Depth Scrutiny”

**Membership (Pool)**

<b>Strategy &amp; Performance</b>
Abraham, Neal, Mrs Purves (Lib)
<b>Economic &amp; Community Development</b>
Butler, Fittock (Lab), Maskell
<b>Finance &amp; Resources</b>
Cooke, Edwards-Winsor, Mrs Davison
<b>Housing, Welfare &amp; Community Safety</b>
Mrs Bracken, Eyre, Raikes
<b>Local Planning &amp; Environment</b>
Clark, Gaywood, Mrs Morris
Substitute pool
Mrs George, Mrs Sargeant and Walshe

**Current In-Depth Scrutiny Working Groups**

Parking	Cllrs Clark, Cooke, Edwards-Winsor, Eyre, Mrs Purves, Raikes (Chair)
Budget	Cllrs Abraham, Mrs Bracken, Butler, Gaywood, Maskell

**Possible future areas for In-Depth Scrutiny**

Leisure
Highways
Housing – Welfare Reform

**Possible External Invitees**

Position	Name	Topic
KCC Cabinet Member – Community Services	Mike Hill	Libraries
KCC Cabinet Member – Community Services	Mike Hill	Housing
Local Government Minister (Parliamentary Under-Secretary of State)	Brandon Lewis	Challenges to Local Government
Sencio	Jane Parish	Leisure