

22 March 2022 at 7.00 pm

Council Chamber, Argyle Road, Sevenoaks

Published: 14.03.22

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Scrutiny Committee

Membership:

Chairman, Cllr. Brown; Vice-Chairman, Cllr. London
Cllrs. Ball, Barnes, Kitchener, Layland, Morris, Osborne-Jackson, Pender, Purves and Williamson

Agenda

There are no fire drills planned. If the fire alarm is activated, which is a continuous siren with a flashing red light, please leave the building immediately, following the fire exit signs.

	Pages	Contact
Apologies for Absence		
1. Minutes To approve the Minutes of the meetings of the Committee held on 13 July 2022 and 9 November 2022, as a correct record.	(Pages 1 - 12)	
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 Previous Meeting (if any)	(Pages 13 - 14)	
5. Dartford & Gravesham NHS Trust Stephen Fenlon from Dartford and Gravesham NHS Trust in attendance to answer questions regarding the NHS Trust Service.		
6. Performance Monitoring	(Pages 15 - 34)	Lee Banks Tel: 01732 227161
7. Portfolio Holder for Finance & Investment	(Pages 35 - 36)	
8. Portfolio Holder for People & Places	(Pages 37 - 38)	

9. **In Depth Scrutiny Working Group - Verbal Update**
Verbal update on the progress of the Scrutiny working group which was considering the Council's response to the Covid-19 pandemic and assessing the effectiveness of the Emergency Plan and District Emergency Centre (DEC) and areas of improvement.
10. **Chairman's Draft Annual Report** (Pages 39 - 42)
11. **Work Plan** (Pages 43 - 44)

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 13 July 2021 commencing at 7.00 pm

Present: Cllr. Brown (Chairman)

Cllr. London (Vice Chairman)

Cllrs. Ball, Barnes, Kitchener, Morris, Osborne-Jackson, Pender, Purves and Williamson

Cllr. McArthur was also present.

1. Minutes

Resolved: That the Minutes of the Scrutiny Committee held on 23 March 2021 be approved and signed as a correct record.

2. Declarations of Interest

No additional declarations of interest were made.

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

There were none.

4. Actions from the Previous Meeting

The Deputy Chief Executive & Chief Officer - Customer & Resources gave an update on the action reporting on how missed Disabled Facilities Grants (DFG) targets would be recovered.

It was reported that the Private Sector Housing team relied on Kent County Council (KCC) Social Service referrals for DFG adaptations to meet its target. The target was not met due to a reduction in Social Service referrals. This was in part due to KCC's Occupational Therapists being reassigned as a result of Covid-19 and pending referrals being put on hold due to clients not wishing to allow access to their homes due risk of Covid-19. Social Service referrals had since recommenced, with historic cases picked up, along with pending referrals from 2020/21 now underway.

The target for 2019/20 was 60 DFG completions. As the 2020/21 was the same, the target was missed by 1. To date, in 2021/22 22 DFGs had been completed compared to 12 at the same time the previous year.

5. Questions to the Portfolio Holder for Cleaner & Greener

The Portfolio Holder for Cleaner & Greener, Cllr McArthur, reported on recent achievements and challenges in her portfolio, including impacts from the Covid-19 pandemic.

It was reported that the Council had recently prosecuted a convicted fly-tipper for dumping waste in a country lane in South Darent.

Within Direct Services, there had been a restructure of staff to help generate additional income, ensure services were future-proof and allow career development in an aging work force. Within Emergency Planning, procedures and policies had been updated with new staff members in training.

From 1 July 2021, the Dartford & Sevenoaks Environmental Health Partnership had come to a close and the Environmental Health team had returned to the Council Offices in Sevenoaks. There was currently a staff shortage until the vacant positions could be recruited to.

Facilities Management had provided ongoing additional cleaning to maintain a safe office which had allowed more staff to return to the offices quickly following the Covid-19 lockdown. The Licensing team had been able to operate and offer near full functionality throughout the pandemic. In person taxi knowledge tests had been not been able to take place but had resumed in May 2021.

The Council was committed to working towards Net Zero emissions by 2030 on Council assets and services. The Council would work collaboratively with Kent County Council (KCC), Parish and Town Councils, the Local Government Association and other local authorities.

Members asked questions of clarification. Following the news that Direct Services had won a parking enforcement contract tender for Tandridge District Council until 2024, it was queried whether there were enough Civil Enforcement Officers to carry out the service. There had been an increase in the number of Civil Enforcement Officers with the District since the contract started.

Temporary parking restrictions had been introduced near Knole Park in Sevenoaks to prevent dangerous and obstructive parking by visitors. It was noted that although the Council had no say in the parking restrictions, the Council had been working with KCC to seek a permanent solution. Residents were encouraged, in partnership with the National Trust, to park at Buckhurst 1 car park which was a short walk from Knole.

Members discussed electric vehicle charging points and how best to encourage residents to install them. It was noted that public points were still required for residents who would not have off street parking. It was clarified that the cost of the electric vehicle charging depended on the type of charger and company.

Following queries, it was clarified that KCC would address a fly tipping case if it obstructed traffic, otherwise it was the responsibility of the Council to clear it.

The Chairman thanked the Portfolio Holder for her attendance.

6. Performance Monitoring

Members considered the report which summarised performance across the Council as at May 2021. Members were asked to consider 10 performance indicators which were performing at 10% or more below their target with a commentary from Officers explaining the reasons and detailing any plans to improve performance. The report also provided key performance indicators relating to the Portfolio Holder for Cleaner & Greener who was in attendance.

It was noted that most performance indications at 10% or more below their target continued to be as a result of the Covid-19 pandemic.

Resolved: That the report be noted.

7. Establishment of Member Working Group

An In-Depth Scrutiny Working Group was set up to evaluate the effectiveness of the Council's CCTV service. The Working Group ceased to exist following the meeting of Annual Council in May 2021, therefore the Working Group was required to be re-established in order to present their report to the Committee.

Resolved: That the In-Depth Scrutiny Working Group consisting of Cllrs Pender (Chairman), Ball, Kitchener and Purves, be re-established.

CHANGE IN ORDER OF AGENDA ITEMS

The Chairman, with the Committee's agreement, brought agenda item 9 forward.

8. Final Report - In-Depth Scrutiny Working Group CCTV

The Chairman thanked the Working Group for their report on the In-Depth Scrutiny of the Council's CCTV Service.

Cllr Pender presented the final report as Chairman of the In-Depth Scrutiny Working Group. The Working Group had considered the effectiveness of the Council's CCTV service in supporting Community Safety and its impact on privacy. The Working Group had recommended that the cameras the Council currently maintained be assessed to establish whether there was a pressing need for them and that audio recording hardware of the cameras in the Council Offices be removed with most video surveillance also removed. Further recommendations and observations were set out within the report.

Members asked questions of clarification. It was confirmed that the CCTV Code of Practice had been considered in producing the report, however the Code had been considered the minimum requirement in the protection of privacy by the Working Group. It was queried whether businesses or the police who used the CCTV service had been approached to help cover the costs of the service.

Following questions on the benefits of CCTV to help find missing persons and deter crime, the Chairman of the Working Group advised that as addressed in the report, there were concerns that this was not sufficient justification to record all individuals in public spaces.

It was moved by the Chairman and it was

Resolved: That, under section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of Appendices A, B and C of the report, on the grounds that likely disclosure of exempt information is involved as defined by Schedule 12A, paragraph 7 (information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime).

Members considered and discussed the exempt information as set out in the exempt appendices.

It was moved by the Chairman and it was

Resolved: That the public no longer be excluded from the meeting.

Members of the Working Group expressed concerns that there appeared to be little evidence to demonstrate benefits or disadvantages of the CCTV cameras for the Police. It was emphasised that cameras ought to only be in place if there was a “pressing need” for them.

The Head of Direct Services clarified that a log of what the operator was doing was maintained. Key performance indicators had been logged, but it was possible for more data to be recorded. The need for each camera had been regularly checked as required by the Code of Practice. Various factors relating to community safety had been considered during these checks, not just those relating to crime.

It was moved by Cllr London and duly seconded that it be recommended to Cabinet that

- a) further information be obtained to assist in justifying the pressing need for CCTV;

- b) the disabling of the audio recording hardware of the cameras in the Council offices or the introduction of an audio activation method, be considered; and
- c) a request to third parties, such as the Police, for them to recover costs of running the CCTV service, be considered.

It was moved by Cllr Pender and duly seconded that part a) of the motion be amended to read “cameras maintained by the Council be assessed to establish whether there is a clear justification to demonstrate their pressing need”.

Members debated the amendment.

The amendment was put to the vote and it was lost.

The Chairman of the Working Group expressed concerns that the disabling the audio recording was not sufficient and the software ought to be removed altogether. It was moved by Cllr Pender and duly seconded that part b) of the motion be amended to read “the audio recording hardware of the cameras in the Council offices and most video surveillance, be removed”.

Members debated the amendment.

The amendment was put to the vote and it was lost.

It was moved by Cllr Pender and duly seconded that part b) of the motion be amended with the omission of “be considered” for it to read “the audio recording hardware of the cameras in the Council offices be disabled or an audio activation method be introduced”.

The amendment was put to the vote and it was lost.

Members considered and discussed the motion. It was expressed that the safety of staff at the Council Offices was a priority.

The motion was put to the vote and it was

Resolved: That it be recommended to Cabinet that

- a) further information be obtained to assist in justifying the pressing need for CCTV;
- b) disabling the audio recording hardware of the cameras in the Council Offices or the introduction of an audio activation method, be considered; and

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- c) a request to third parties, such as the Police, for them to recover costs of running the CCTV service, be considered.

9. Work Plan

The work plan was noted with the addition of Establishment of In-Depth Scrutiny Working Group at the next meeting.

THE MEETING WAS CONCLUDED AT 9.28 PM

CHAIRMAN

SCRUTINY COMMITTEE

Minutes of the meeting held on 9 November 2021 commencing at 7.00 pm

Present: Cllr. Brown (Chairman)

Cllr. London (Vice Chairman)

Cllrs. Ball, Barnes, Layland, Morris, Osborne-Jackson, Pender and Purves

Cllrs. Dyball and Thornton were present via a virtual media platform which does not constitute attendance as recognised by the Local Government Act 1972.

10. Minutes

Resolved: That the item be deferred to allow the Minutes of the meeting held on 13 July 2021 to be reviewed.

11. Declarations of Interest

No additional declarations of interest were made.

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

There were none.

13. Actions from the Previous Meeting

There were none.

14. Kent County Council Cabinet Member for Highways & Transport

The Chairman welcomed Cllr David Brazier, the Kent County Council (KCC) Cabinet Member for Highways and Transport who gave a verbal update on the work carried out by Kent Highways.

KCC had been ensuring the maintenance of 400 miles of highways and 4000 miles of road. Within Kent there were 330 signal junctions and 170 CCTV cameras. There were KCC Officers who were responsible for considering the highways aspect of planning applications within the District.

Members were advised that 97% of bus journeys were run by a private operator with KCC running a few of its own bus services. In West Kent, operators Go Coach and Arriva primarily ran the bus services. KCC had maintained a relationship with the operators to ensure services continue. Travel services were provided to roughly

4000 special educational needs (SEN) customers a year. The Kent Travel Saver was a pass available to allow children to travel to school. Under the government's National Bus Strategy, KCC had bid for £211 million to provide more bus services and better bus stops with real time information. Previously, bus services had been introduced following lobbying from residents but then had been discontinued due to lack of use. A grant of £9.6 million had been received from government for the Zero Emissions Buses Regional Authorities (ZEBRA) scheme to deliver electric buses.

There were various improvement schemes underway. "Vision zero" was a universal strategy affecting local authorities and cyclists in Kent with the aim to have no accidents by 2050.

A substantial programme of works had been funded to improve drainage. There had recently been an increase in the frequency of rainfall incidents requiring improvements to the current drainage system.

KCC had requested powers from the Department for Transport (DfT) to eliminate disruptive parking by lorry drivers in country lanes and residential areas. There had since been a new policy adopted whereby more facilities for lorry drivers to park would be provided to prevent the disruptive parking from taking place. KCC had been working with the private sector to help provide the facilities.

KCC had sought powers to enable monitoring of those who contravene listed offences in the Traffic Management Act 2004 such as stopping in yellow box junctions and taking prohibited right turns. It was highlighted that these powers were requested to ensure traffic on roads would run smoother.

Regarding winter schemes, Members were advised that KCC ensured 23 to 24 tonnes of salt was available to remove ice from roads. There had been fewer complaints of potholes than previously. Performance indicators at KCC had allowed 28 days to carry out repairs of potholes. Rather than filling in a pothole, repair would involve patching the whole damaged highway. In the 2018-19 year, approximately 15,000 potholes were repaired followed by 38,000 in 2019-20 and 40,000 in 2020-21. It was reported that £20 million was spent on pothole repairs in the previous year.

Members asked questions of clarification and expressed concerns over planning applications for large residential units where they felt there was insufficient parking provision with few public transport facilities. Members were advised that KCC Officers would rely on the current guidance at the time when being consulted on planning applications.

Members queried what road safety measures were place on the A25 Seal Hollow Road with the speed limit being 40mph. Members were advised that it had been claimed that bringing the speed limit down would create congestion.

Regarding the enforcement of those stopping in yellow box junctions or taking prohibited right turns, it was clarified that money from fines would be received by KCC to cover the cost of the scheme with a road sensor determining when to issue fines.

Following queries on school crossing officers, Members were advised that KCC planned to continue hiring crossing officers outside schools. There had been difficulties recruiting people to the post due to the role's wages, inconvenient hours and exposure to the weather.

With agreement from the committee, the Chairman brought the item to a close due to technical difficulties.

DEFERMENT OF AGENDA ITEMS

With the agreement of the Committee, the Chairman deferred Agenda items 7 'Questions to the Portfolio Holder of People & Places' and 8 'Questions to the Portfolio Holder of Development & Conservation' to a future meeting due to technical difficulties.

CHANGE IN ORDER OF AGENDA ITEMS

With the agreement of the Committee, the Chairman brought forward consideration of item 10 'Work Plan'.

15. Work Plan

The work plan was noted with the following additions made:

20 January 2022

- Portfolio Holder for Finance & Investment OR Portfolio Holder for Improvement & Innovation
- Portfolio Holder for People & Places

22 March 2022

- Sencio Community Leisure
- Portfolio Holder for Finance & Investment OR Portfolio Holder for Improvement & Innovation
- Portfolio Holder for Development & Conservation

16. Performance Monitoring

Members considered the report which summarised performance across the Council as at September 2021. Members were asked to consider 13 performance indicators

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which were performing at 10% or more below their target with a commentary from Officers explaining the reasons and detailing any plans to improve performance. The report also provided key performance indicators relating to the Portfolio Holders for People & Places and Development & Conservation.

Following questions relating to an increase in the number of residents in B&B accommodation, Members were advised this was a last resort when all other accommodation avenues had been exhausted. There had been a large increase in homeless presentations to the Council following the end of eviction protections and family and friends no longer able to accommodate.

Members queried the decrease in phone calls answered within 20 seconds by the Contact Centre and increase in phone calls abandoned by the caller. Members were advised that there had been an increase in calls with 61,000 calls received between April and September of 2021 compared to 35,000 calls between April and September the previous year. The team had been impacted further by long term sickness.

Action 1: That Members be provided with further data relating to Performance Indicators LPI_CS001 and LPI_CS002.

Action 2: That Members be provided with further information on plans going forward for the Performance Indicators LPI_DS Waste002 and LPI_DS Waste004.

Action 3: That Members be provided an outline of the ongoing impact of Covid-19 on staffing levels at the Council.

Following queries, Members were advised that the impact of Covid-19 on staff availability had depended on individuals with some testing positive and able to continue work from home and others unable to work due to sickness.

Resolved: That the report be noted.

17. Establishment of an In-Depth Scrutiny Working Group

The Committee considered various areas for a new In-Depth Scrutiny Working Group to carry out a detailed evaluation. Members discussed the Council's response to the Covid-19 pandemic.

It was proposed that an update on their progress be brought to the next meeting of the Scrutiny Committee in January 2022 with a final report brought to the meeting in March 2022.

Resolved: That

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- a) an In-depth Scrutiny Working Group be set up consisting of Cllrs Osborne-Jackson (Chairman), Layland, London and Pender;
- b) the working group consider the Council's response to the Covid-19 pandemic and assess the effectiveness of the Emergency Plan and District Emergency Centre (DEC) and areas of improvement; and
- c) a report on the work of the In-Depth Scrutiny Working Group and any recommendations be brought to a future meeting of the committee for consideration.

THE MEETING WAS CONCLUDED AT 9.12 PM

CHAIRMAN

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ACTIONS FROM THE MEETING HELD ON 9 NOVEMBER 2022 (as at 7.3.22)

Action	Description	Status	Contact Officer
Action 1	That Members be provided with further data relating to Performance Indicators LPI_CS001 and LPI_CS002.	To be updated at the meeting	Amy Wilton
Action 2	That Members be provided with further information on plans going forward for the Performance Indicators LPI_DSWaste002 and LPI_DSWaste004.	To be updated at the meeting	Trevor Kennett
Action 3	That Members be provided an outline of the ongoing impact of Covid-19 on staffing levels at the Council.	To be updated at the meeting	Jim Carrington-West

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PERFORMANCE REPORT

Scrutiny Committee - 22 March 2022

Report of: Chief Executive

Status: For Consideration

Key Decision: No

This report supports the Council Promise to provide value for money

Portfolio Holder: Cllr. Peter Fleming

Contact Officer: 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 the performance of services is considered and reviewed by Members.

Introduction and Background

- 1 Scrutiny Committee have requested an update at each of their meetings on any performance indicators which are not meeting their target level. Appended to this report 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 January 2022.

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Status	Current Month	Year To Date
Red <i>10% or more below target</i>	11 (21.6%)	11 (21.6%)
Amber <i>Less than 10% below target</i>	7 (13.7%)	10 (19.6%)
Green <i>At or above target</i>	33 (64.7%)	30 (58.8%)

3 Provided as Appendix A to this report are details of the 14 indicators where performance is 'Red' and missing the target level by 10% or more.

4 Commentary is provided for each of the 'red' performance indicators explaining why target has not been met and the actions that are planned to improve performance.

Portfolio Holder Performance Reports

5 The following performance reports are provided as Appendices to this report:

- Appendix B - Finance & Investment Portfolio performance report
- Appendix C - People & Places Portfolio performance report

6 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

7 None.

Key Implications

Financial

8 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

9 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

- 10 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

- 11 This report to Members summarises performance across the Council with data that was available at the end of January 2022. Members are asked to consider 14 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 & Investment Portfolio Performance Report

Appendix C - People & Places Portfolio Performance Report

Background Papers

None

Dr Pav Ramewal

Chief Executive

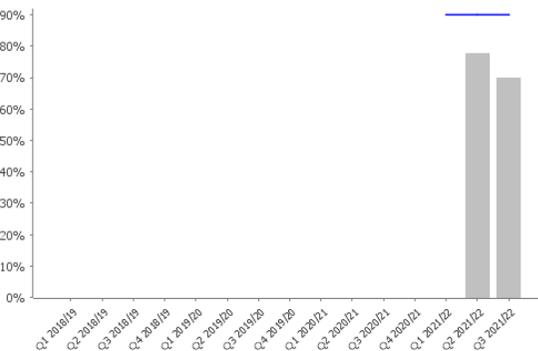
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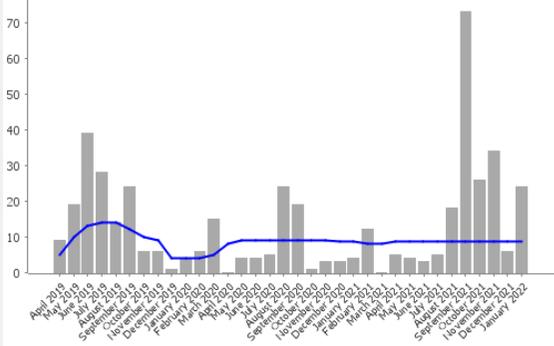
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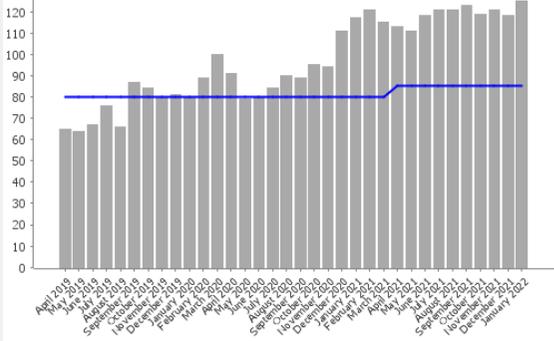
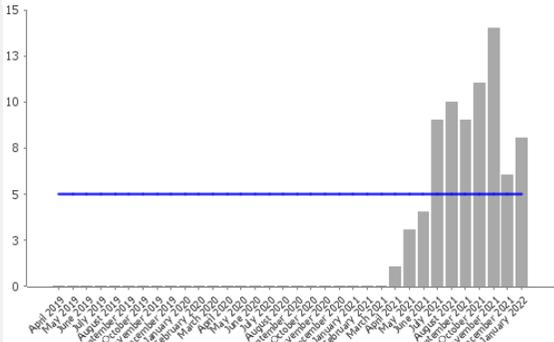
Scrutiny Committee – Exceptions Report

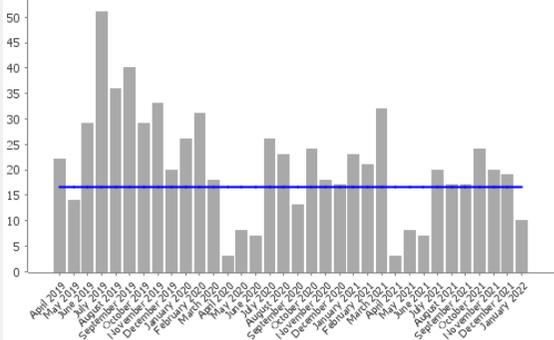
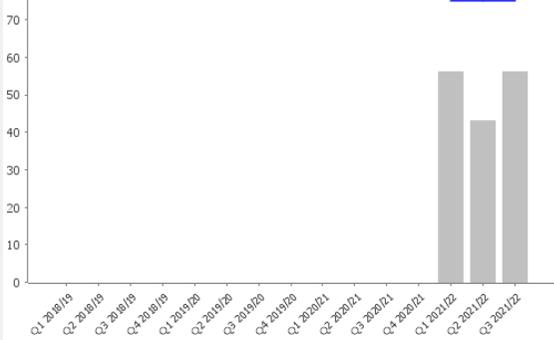
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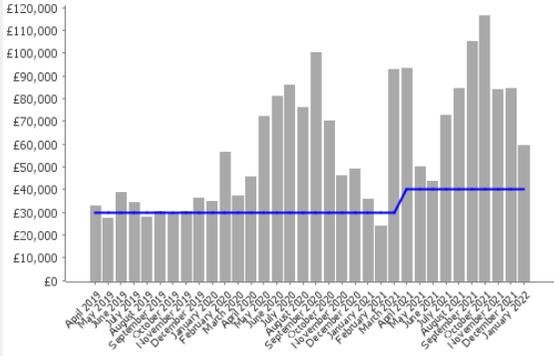
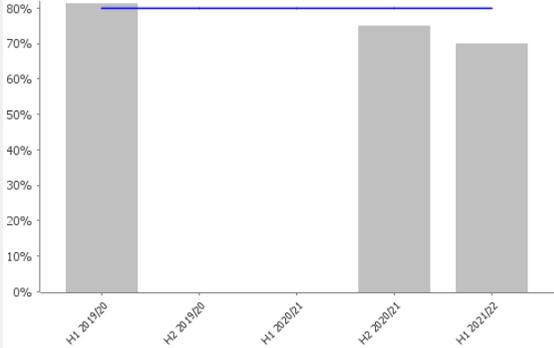
Status	Colour	Details
	Green	At or above target
	Amber	Less than 10% below target
	Red	10% or more below target

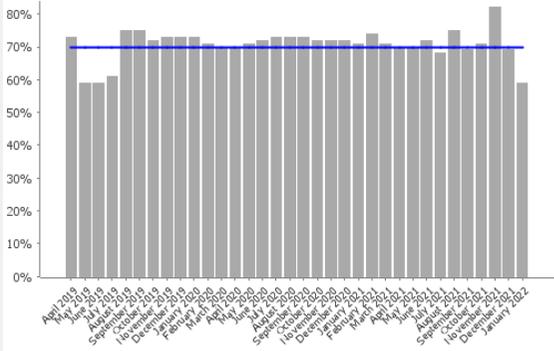
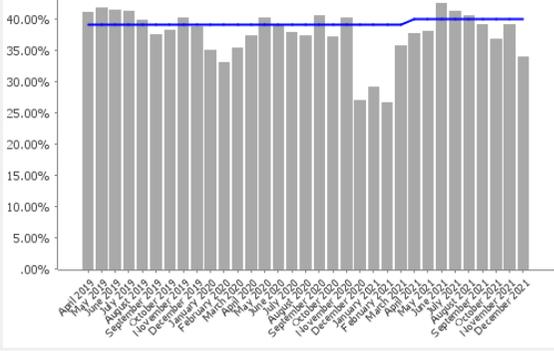
Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_EH009	Percentage of valid animal licences processed within 10 weeks	69.7%	90%			69.7%	90%		Owing to the outbreak of the Omicron Covid-19 variant, many licence applicants asked to postpone or cancel visits (often due to infection). Many of these businesses are carried out within domestic properties and alternative arrangements could not be made within the 10 day isolation period. We will again review our systems and identify if there is a mechanism to 'suspend' applications should delays result beyond the control of the Animal Welfare Officer.

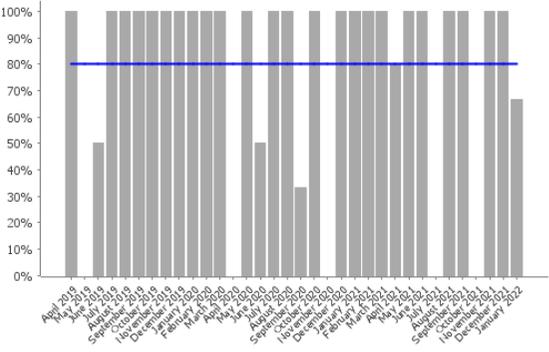
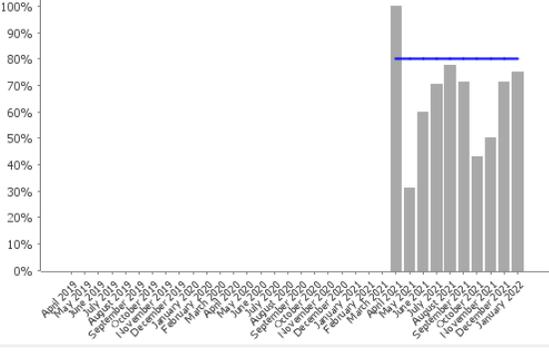
Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_DS Waste 004	Number of missed green waste collections	24	9			198	88		<p>The green waste service continues to be operating at extremely high levels of collections, with over 2,600 new customers joining the service since the pandemic started. Performance is under pressure due to the reduced staffing resources and the prioritisation given to weekly domestic waste collections. We are seeing an increase in the use of pre-paid paper garden sacks, which is problematic, given the pressure on resources, as we have to check every street across the district to see if residents have presented them for collection. Members should also note that we have managed to maintain a regular garden waste collection service, unlike many Councils who have suspended garden waste services. Performance is slowly getting better with a 25% improvement since last reporting.</p>

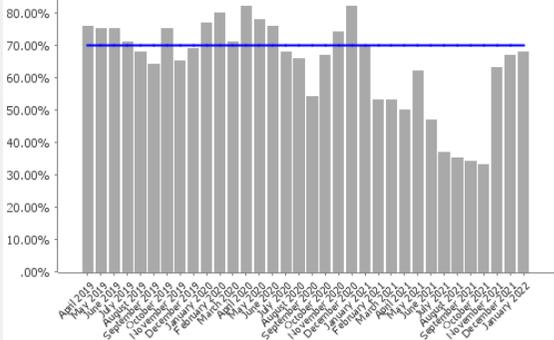
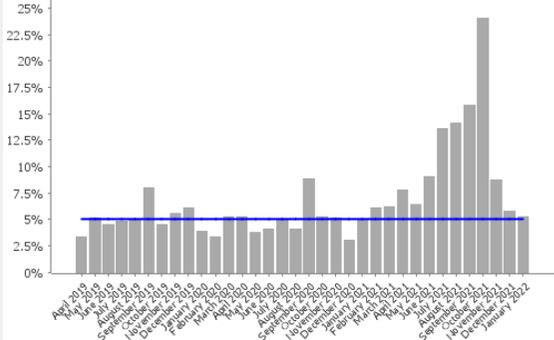
Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_HS A 03	Number of households in all types of emergency & temporary accommodation	125	85			125	85		The need for emergency accommodation remains high due to the complexity of the households approaching. The introduction of the Domestic Abuse Act 2021 is positive legislation, and has increased homelessness approaches due to a rise in domestic abuse referrals, notably from London authorities. The Act places a duty on the Council to provide safe and secure accommodation, including temporary accommodation. A key issue for the District is the lack of affordable rented accommodation to move on households currently in emergency and temporary accommodation. Vine Court Road (7 units) and High Street, Swanley (15 new units) are due for completion and handover to support provision and the supply of move on accommodation.
LPI_HS A 04	Number of households in B & B	8	5			8	5		The service has seen a notable rise in complex single homeless cases in the district, primarily with mental health and support needs. The Council is statutorily required to provide interim accommodation within the district when assessing and considering the suitability under the Homelessness Reduction Act 2017.

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_HS R01	Total number housed through Sevenoaks District Housing Register nomination	10	17			145	167		Demand for social housing remains high in the District. The number of available nominations depends on the availability of accommodation from our housing association partners (WKHA/Moat/Orbit).
LPI_CD H05	Number of individuals completing the One You initial appointment	56	75			155	225		<p>Whilst the One You service is receiving good numbers of referrals, almost half of those customers do not proceed to have an Initial Consultation appointment with the service. The first appointment is designed to practically discuss behaviour change and the improvements customers would like to make.</p> <p>We are currently 70 Initial Assessments off achieving the target for the year. This is unlikely to be achieved but colleagues are working hard to ensure we are able to support more people through the One You service.</p> <p>The impact of the pandemic has had an impact on referrals and as we begin to live with the virus we expect to see</p>

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
									<p>referrals increase and more customers being able to work through the programme.</p> <p>Targets will be reviewed in future years in light of the customer numbers achieved this year.</p>
L1_FS Page 23	Sundry debts outstanding more than 60 days	£59,339	£40,000			£59,339	£40,000		<p>Following Government guidance regarding COVID-19 and financial support SDC did not pursue sundry debts for a proportion of the last financial year. This, combined with the addition of Direct Services sundry debts now being included has led to a high debtor balance.</p> <p>The outstanding debts continue to be actively managed hence the improvement over recent months.</p>
LPI_CD 02	Percentage of performance of organisations awarded grants on target (over £500)	70%	80%			70%	80%		<p>Whilst the current performance shows that some measures have not yet been met by organisations awarded grants, the half-year review indicates that the grants for this year will meet their target.</p>

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_BC 03	Market Share	59%	70%			70.5%	70%		<p>Market share in February has dipped below target for the first time since the summer of 2019. Officers will continue to monitor market share closely over the year to determine the trend and whether this is an isolated incident.</p> <p>Market share is currently above target across the year as a whole and we expect to be able to maintain this position.</p>
LPI_DS Waste 001	National indicator - Percentage of household waste sent for reuse, recycling and composting	33.9%	40%			38.9%	40%		<p>The 20% increase in collected waste weights since the start of the pandemic has had an impact on recycling, which has reduced with general waste increasing. This trend has also been seen nationally.</p> <p>We continue to promote recycling to residents and have participated in ongoing local and countywide campaigns.</p>

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_DM007a	Processing of planning applications: Major applications in 13 weeks	66.67%	80%			91.67%	80%		One out of three major applications determined out of time. The application had now been reported to Committee with a recommendation to grant planning permission subject to completion of Section 106 agreement and subsequent extension of time agreement. However, the application was refused. Year to date, performance processing major applications is exceeding target.
LPI_LAU	Sevenoaks: Audit actions fully implemented within agreed timescales	75%	80%			64.8%	80%		We are working with senior managers to improve the implementation of actions by introducing a more robust approval process for the deferral of 'High' and 'Medium' priority actions and advising managers when completing their responses that agreed dates must be realistic. There has been improvement throughout the year as we seek to reach target by year-end.

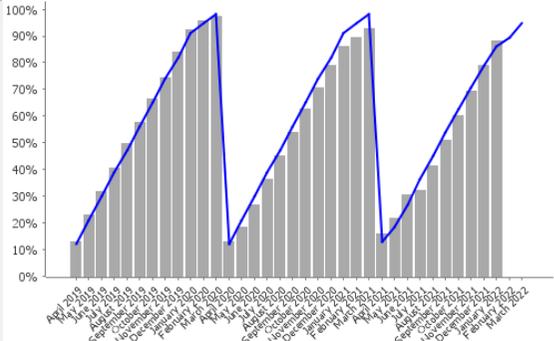
Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_CS001	Percentage of phone calls answered within 20 seconds by the Contact Centre	68%	70%			49.6%	70%		Customer demand has maintained its sustained increase over the last 12 months. Coupled with a fault with the automated payments system and some unavoidable long term sickness, this has impacted the ability to meet service targets during this year. Measures have been put in place to manage this, with additional temporary resource and a redistribution of skills which has aided improved performance. Whilst the current values are not fully recovered, they are well on their way to being close to target and this trend continues in a positive direction.
LPI_CS002	Percentage of phone calls to the Contact Centre abandoned by the caller	5.3%	5%			11.1%	5%		

Appendix B

Scrutiny Committee – Finance & Investment Portfolio performance report

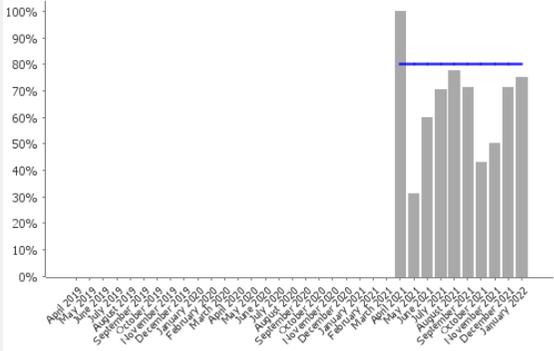
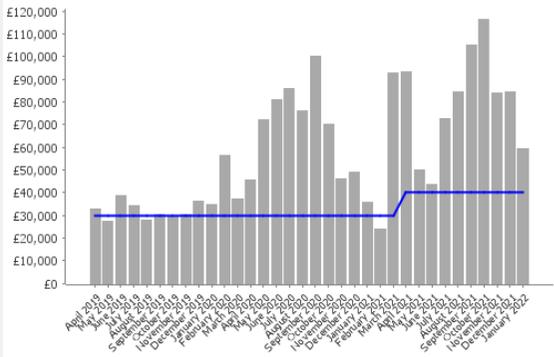
Key:

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	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_BR 04	The percentage of business rates collected in-year (Cumulative)	88%	86.2%			88%	86.2%		No commentary required

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_CT 04	The percentage of council tax collected in-year (cumulative)	94.8%	93%	🟢		94.8%	93%	🟢	No commentary required
LPI_FS 001	The percentage of undisputed invoices paid within 30 days or agreed terms	99.03%	99%	🟢		97.17%	99%	⚠️	No commentary required

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_HB 02	Average number of days to process a new claim for Housing Benefit (Monthly)	11	23	✔		15	23	✔	No commentary required
LPI_HB 04	Average number of days to process a change in circumstances for Housing Benefit (monthly)	7	9	✔		8	9	✔	No commentary required

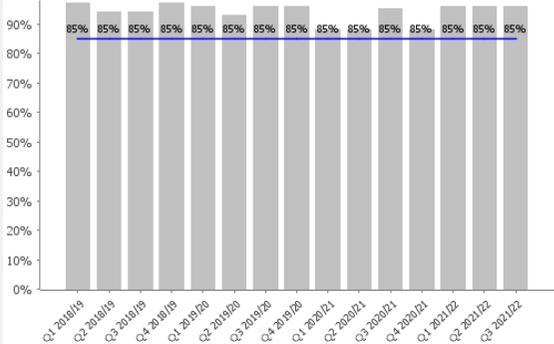
Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note
LPI_AU L1	Sevenoaks: Audit actions fully implemented within agreed timescales	75%	80%			64.81%	80%		We are working with senior managers to improve the implementation of actions by introducing a more robust approval process for the deferral of 'High' and 'Medium' priority actions and advising managers when completing their responses that agreed dates must be realistic. There has been improvement throughout the year as we seek to reach target by year-end.
LPI_FS 003	Sundry debts outstanding more than 60 days	£59,339	£40,000			£59,339	£40,000		<p>Following Government guidance regarding COVID-19 and financial support SDC did not pursue sundry debts for a proportion of the last financial year. This, combined with the addition of Direct Services sundry debts now being included has led to a high debtor balance.</p> <p>The outstanding debts continue to be actively managed hence the improvement over recent months.</p>

Appendix C

Scrutiny Committee – People & Places Portfolio performance report

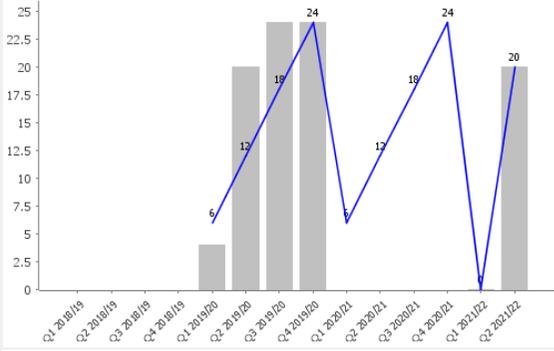
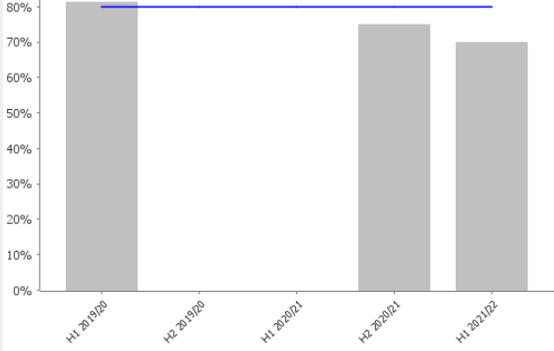
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Status	Colour	Details
	Green	At or above target
	Amber	Less than 10% below target
	Red	10% or more below target

Page Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note																																
31 LPI_CD 01	Percentage of actions in the Sustainable Community Action Plan achieved	96%	85%		 <table border="1"> <caption>Performance Chart Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>Q1 2018/19</td><td>85%</td></tr> <tr><td>Q2 2018/19</td><td>85%</td></tr> <tr><td>Q3 2018/19</td><td>85%</td></tr> <tr><td>Q4 2018/19</td><td>85%</td></tr> <tr><td>Q1 2019/20</td><td>85%</td></tr> <tr><td>Q2 2019/20</td><td>85%</td></tr> <tr><td>Q3 2019/20</td><td>85%</td></tr> <tr><td>Q4 2019/20</td><td>85%</td></tr> <tr><td>Q1 2020/21</td><td>85%</td></tr> <tr><td>Q2 2020/21</td><td>85%</td></tr> <tr><td>Q3 2020/21</td><td>85%</td></tr> <tr><td>Q4 2020/21</td><td>85%</td></tr> <tr><td>Q1 2021/22</td><td>85%</td></tr> <tr><td>Q2 2021/22</td><td>85%</td></tr> <tr><td>Q3 2021/22</td><td>85%</td></tr> </tbody> </table>	Quarter	Value	Q1 2018/19	85%	Q2 2018/19	85%	Q3 2018/19	85%	Q4 2018/19	85%	Q1 2019/20	85%	Q2 2019/20	85%	Q3 2019/20	85%	Q4 2019/20	85%	Q1 2020/21	85%	Q2 2020/21	85%	Q3 2020/21	85%	Q4 2020/21	85%	Q1 2021/22	85%	Q2 2021/22	85%	Q3 2021/22	85%	96%	85%		No commentary required
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Agenda Item 6

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date 2021/22 Value	Year to date 2021/22 Target	Year to date 2021/22 Status	Latest Note																																																																						
LPI_CD CS01	Percentage of Community Safety Partnership actions achieved	98%	90%	✔	<table border="1"> <caption>Performance Chart Data for LPI_CD CS01</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>Q1 2019/20</td><td>85%</td></tr> <tr><td>Q2 2019/20</td><td>85%</td></tr> <tr><td>Q3 2019/20</td><td>85%</td></tr> <tr><td>Q4 2019/20</td><td>85%</td></tr> <tr><td>Q1 2020/21</td><td>75%</td></tr> <tr><td>Q2 2020/21</td><td>80%</td></tr> <tr><td>Q3 2020/21</td><td>90%</td></tr> <tr><td>Q4 2020/21</td><td>90%</td></tr> <tr><td>Q1 2021/22</td><td>90%</td></tr> <tr><td>Q2 2021/22</td><td>90%</td></tr> <tr><td>Q3 2021/22</td><td>90%</td></tr> </tbody> </table>	Quarter	Value	Q1 2019/20	85%	Q2 2019/20	85%	Q3 2019/20	85%	Q4 2019/20	85%	Q1 2020/21	75%	Q2 2020/21	80%	Q3 2020/21	90%	Q4 2020/21	90%	Q1 2021/22	90%	Q2 2021/22	90%	Q3 2021/22	90%	98%	90%	✔	No commentary required																																														
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LPI_CD CS02	Percentage of responses to reports of Anti-Social Behaviour within 25 working days	100%	100%	✔	<table border="1"> <caption>Performance Chart Data for LPI_CD CS02</caption> <thead> <tr> <th>Month</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>April 2019</td><td>100%</td></tr> <tr><td>May 2019</td><td>100%</td></tr> <tr><td>June 2019</td><td>100%</td></tr> <tr><td>July 2019</td><td>100%</td></tr> <tr><td>August 2019</td><td>100%</td></tr> <tr><td>September 2019</td><td>100%</td></tr> <tr><td>October 2019</td><td>100%</td></tr> <tr><td>November 2019</td><td>100%</td></tr> <tr><td>December 2019</td><td>100%</td></tr> <tr><td>January 2020</td><td>100%</td></tr> <tr><td>February 2020</td><td>100%</td></tr> <tr><td>March 2020</td><td>100%</td></tr> <tr><td>April 2020</td><td>100%</td></tr> <tr><td>May 2020</td><td>100%</td></tr> <tr><td>June 2020</td><td>100%</td></tr> <tr><td>July 2020</td><td>100%</td></tr> <tr><td>August 2020</td><td>100%</td></tr> <tr><td>September 2020</td><td>100%</td></tr> <tr><td>October 2020</td><td>100%</td></tr> <tr><td>November 2020</td><td>100%</td></tr> <tr><td>December 2020</td><td>100%</td></tr> <tr><td>January 2021</td><td>100%</td></tr> <tr><td>February 2021</td><td>100%</td></tr> <tr><td>March 2021</td><td>100%</td></tr> <tr><td>April 2021</td><td>100%</td></tr> <tr><td>May 2021</td><td>100%</td></tr> <tr><td>June 2021</td><td>100%</td></tr> <tr><td>July 2021</td><td>100%</td></tr> <tr><td>August 2021</td><td>100%</td></tr> <tr><td>September 2021</td><td>100%</td></tr> <tr><td>October 2021</td><td>100%</td></tr> <tr><td>November 2021</td><td>100%</td></tr> <tr><td>December 2021</td><td>100%</td></tr> <tr><td>January 2022</td><td>100%</td></tr> </tbody> </table>	Month	Value	April 2019	100%	May 2019	100%	June 2019	100%	July 2019	100%	August 2019	100%	September 2019	100%	October 2019	100%	November 2019	100%	December 2019	100%	January 2020	100%	February 2020	100%	March 2020	100%	April 2020	100%	May 2020	100%	June 2020	100%	July 2020	100%	August 2020	100%	September 2020	100%	October 2020	100%	November 2020	100%	December 2020	100%	January 2021	100%	February 2021	100%	March 2021	100%	April 2021	100%	May 2021	100%	June 2021	100%	July 2021	100%	August 2021	100%	September 2021	100%	October 2021	100%	November 2021	100%	December 2021	100%	January 2022	100%	100%	100%	✔	No commentary required
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LPI_CD CS 03	Number of Family Fun Days delivered throughout the District	20	20		 <table border="1"> <caption>Family Fun Days Quarterly Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>Q1 2018/19</td><td>0</td></tr> <tr><td>Q2 2018/19</td><td>0</td></tr> <tr><td>Q3 2018/19</td><td>0</td></tr> <tr><td>Q4 2018/19</td><td>0</td></tr> <tr><td>Q1 2019/20</td><td>4</td></tr> <tr><td>Q2 2019/20</td><td>12</td></tr> <tr><td>Q3 2019/20</td><td>19</td></tr> <tr><td>Q4 2019/20</td><td>24</td></tr> <tr><td>Q1 2020/21</td><td>7</td></tr> <tr><td>Q2 2020/21</td><td>12</td></tr> <tr><td>Q3 2020/21</td><td>19</td></tr> <tr><td>Q4 2020/21</td><td>24</td></tr> <tr><td>Q1 2021/22</td><td>0</td></tr> <tr><td>Q2 2021/22</td><td>20</td></tr> </tbody> </table>	Quarter	Value	Q1 2018/19	0	Q2 2018/19	0	Q3 2018/19	0	Q4 2018/19	0	Q1 2019/20	4	Q2 2019/20	12	Q3 2019/20	19	Q4 2019/20	24	Q1 2020/21	7	Q2 2020/21	12	Q3 2020/21	19	Q4 2020/21	24	Q1 2021/22	0	Q2 2021/22	20	20	20		No commentary required
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Page 33 LPI_CD	Percentage of performance of organisations awarded grants on target (over £500)	70%	80%		 <table border="1"> <caption>Percentage of Performance on Target Half-Yearly Data</caption> <thead> <tr> <th>Half-Year</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>H1 2019/20</td><td>80%</td></tr> <tr><td>H2 2019/20</td><td>80%</td></tr> <tr><td>H1 2020/21</td><td>80%</td></tr> <tr><td>H2 2020/21</td><td>75%</td></tr> <tr><td>H1 2021/22</td><td>70%</td></tr> </tbody> </table>	Half-Year	Value	H1 2019/20	80%	H2 2019/20	80%	H1 2020/21	80%	H2 2020/21	75%	H1 2021/22	70%	70%	80%		Whilst the current performance shows that some measures have not yet been met by organisations awarded grants, the half-year review indicates that the grants for this year will meet their target.																		
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Finance & Investment Portfolio
Update for Scrutiny Committee –22 March 2022

The fourteen months since last appearing before the Scrutiny Committee have seen the:

- continued delivery of a balanced ten year budget;
- approval of the 2021/22 budget;
- Council’s external auditors provide a clean bill of health for the Statements of Accounts 2019/20, which were subsequently signed off by the 30th November deadline;
- accommodation of a streamlined budget process in the calendar of meetings for the forthcoming year;
- retendering of the Council’s contract for provision of Treasury Management advice;
- engagement of our Treasury Management advisers on multi-asset fund selection;
- development of White Oak Leisure Centre;
- expansion of asset categories and location of potential investments permitted under the Property Investment Strategy;
- reappraisal of the Property Investment Strategy in response to changes to the Public Works Loan Board lending criteria and the Chartered Institute of Public Finance and Accountancy’s amendments to the Prudential Code;
- disposal of Burlington Mews;
- exploration of a further income strip proposal;
- examination and progression of placemaking and regeneration opportunities;
- preparation of the largest capital programme in the Council’s history;
- administration of Covid support grants;
- extension of, and partial recovery of Covid related lost income under, the Ministry of Housing, Communities & Local Government’s (latterly the Department for Levelling Up, Housing & Communities) fees and charges scheme;
- investment in the Net Zero Transition Fund increasing;
- successful appointment of a new Audit Manager;
- ongoing review of the organisation’s risk framework;
- consideration of Sencio Leisure’s financial stability;

Agenda Item 7

- revision of wording on Council Tax bills;
- continuation of work on the development of an electric car club, and;
- Council remain in a stronger position than much of the rest of the sector but recognition too that we are not able to, nor should we, rest on our laurels.

As ever, I am indebted to officers and Member colleagues for their sterling work, support and good humour.

Matthew Dickins
Portfolio Holder for Finance & Investment
January 2022

**Cllr Lesley Dyball, People & Places snapshot
Report to Scrutiny Committee, 22 March 2022**

Communities, Leisure and Community Safety

- The District Voluntary Sector Forum undertook its second Barometer Survey of the Voluntary Sector to assess the ongoing impact of Covid-19 on the sector, which shows the sector has stabilised.
- The Queen's Green Canopy is a unique tree planting initiative created to mark Her Majesty's Platinum Jubilee in 2022 which invites people from across the United Kingdom to "Plant a Tree for the Jubilee". Trees have been planted by the Council in late 2021 and more recently at Argyle Road and the new White Oak Leisure Centre.
- The Big Sing for the Queen's Platinum Jubilee will be held at The Stag on 7 June, with all proceeds going towards mental health services for young people.
- Family Fun Days have been confirmed for Easter and Summer 2022.
- We received KCC funding for a Community Mobilisation Officer to support a programme of community empowerment work over the next 15 months.
- Internet Safety day was held in February and attended by all Primary and Secondary schools in the District.
- The new Sevenoaks District Community Safety Strategy and Action Plan for 2022/23 has been finalised and includes an additional priority for Violence Against Women and Girls (VAWG). The Council has launched a VAWG website page to provide details of support and services in the district.
- Oliver Barratt has been selected as the artist to commence the project. A public event was held on site in January. The project is on track for instalment in summer 2022.
- The Community Grant scheme has been allocated for 2022/23
- The new White Oak Leisure Centre opened its doors on Saturday 12 February.

Economic Development and Tourism

- First draft of Economic Development Strategy completed. Consultation plan for the new strategy in place.
- Business Grant scheme has been administrated through the Revenues and Benefits and Economic Development teams.
- The Darent Valley Community Rail Partnership has been successful in securing £100k funding from Thameslink towards the community rail partnership. Six new artworks produced for train stations along the Darent Valley line.
- A new tourism website www.visitsevenoaks.gov.uk has been launched.
- The district's place brand strategy has been prepared. The brand strategy focuses on the district's unique selling features and has four key pillars: live, work, visit and invest. A Brand Book and brand platform has been developed. Recent marketing initiatives included a Christmas Hamper consisting of local produce.
- The Kickstart West Kent programme has seen 52 young people starting in post with a further 60 posts being actively recruited to and a total of 167 posts approved since the Scheme began.
- West Kent Scale Up is a 12 month coaching programme for 12 high growth West Kent businesses, involving 36 hour support and peer activities – delivered through Kent Invicta Chamber for Commerce and jointly funded by West Kent Partnership, South East Business Boost and Growth Hub.

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Scrutiny Committee Annual Report to Council - 2021/22

Remit of the Scrutiny Committee

1. As per Appendix C of the Council's constitution, "Scrutiny Committee Procedure Rules":

1.1 The Council is required by Law to discharge certain overview and scrutiny functions. These functions are an essential component of local democracy. The Scrutiny Committee contribute to the Council's Performance and also hold the Cabinet to account for its decisions.

1.2 The Scrutiny Committee allows a wider involvement in Council business by involving non-councillors from the wider public section, voluntary groups and community groups to help them in their work. They may make reports and recommendations to the Cabinet and the Council as a whole on its policies, budget and service delivery.

1.3 The Scrutiny Committee also monitors the decisions of the Cabinet and the Scrutiny Committee can "call-in" a decision of the Cabinet which has been made but not yet implemented. They may recommend that the Cabinet reconsider their decision. They may also be consulted by the Cabinet or the Council on forthcoming decisions.

1.4 Scrutiny should be carried out in a constructive way and should aim to contribute to the delivery of efficient and effective services that meet the needs and aspirations of local inhabitants. The Scrutiny Committee should not shy away from the need to challenge and question decisions and make constructive criticism. "The Scrutiny Committee will comprise a permanent Chairman and Vice Chairman, and 9 other elected Members that follow the political proportionality of the Council. No Members of the Committee may be members of the Cabinet, their deputies or members of any of the Cabinet Advisory Committees."

Approach

2. Throughout the course of 2021/22, the Scrutiny Committee has drawn up and followed a work plan that has focussed on four key areas. These are:

- **Inviting Cabinet Portfolio Holders** to each meeting of the Scrutiny Committee where possible to discuss particular areas of focus/challenge and concerns members may have;
- **Inviting a number of external representatives** to attend Scrutiny Committee to discuss particular areas of concern and their activities within the district;
- **Setting up In-Depth Scrutiny working groups** as task and finish groups to investigate particular areas in detail, reporting back to the Committee so that recommendations can be agreed and reported to Cabinet.

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- **Reviewing performance of services** in relation to agreed performance indicators, in particular focusing on red flag indicators. These are discussed at meetings, with explanations being provided by Officers. Matters of serious concern are referred to the Portfolio Holder/ Cabinet as appropriate.

This approach has ensured that the Committee has scrutinised both the work of SDC and other public bodies across the district, per the Committee's above terms of reference.

Work Covered

3. Based on the above approach, the following is a summary of work carried out during 2021/22 by the Scrutiny Committee.

Portfolio Holders

4. Portfolio Holders were asked to provide an update on recent work and future challenges to the relevant meeting, and were subsequently asked a number of questions by Members of the Committee regarding specific challenges and their approach and views. Portfolio holders attended as follows:

Scrutiny Committee	Portfolio Holder	Area of Committee Focus
March 2021	Cllr Kevin Maskell Housing & Health	Housing Register Household Adaptations Focus on homelessness prevention The Green Homes low-carbon retrofit project
July 2021	Cllr Margot McArthur Cleaner & Greener	Environmental Health Partnership Direct Services - Restructure Additional Cleaning SDC offices Temporary parking restrictions - Knole Park Electric Charging points
November 2021	Cllr Lesley Dyball People & Places	Deferred due to technical difficulties
November 2021	Cllr Julia Thornton Development & Conservation	Deferred due to technical difficulties
January 2022	Cancelled	
March 2022	Cllr Lesley Dyball People & Places	TBC
March 2022	Cllr Matthew Dickins Finance & Trading	TBC

External Invitees

March 2021

Sevenoaks Chamber of Commerce

The Chief Executive, Julie Phillips, and the Chairman, Nick Brooker, from the Sevenoaks & District Chamber of Commerce were in attendance and they gave an overview of the activities of the Chamber within the district. The Sevenoaks & District Chamber of Commerce is a non-profit membership organisation which offers support, guidance and networking opportunities for businesses. It primarily operates in Sevenoaks, Swanley and Westerham. Some of the services provided include workshops, webinars, and a LinkedIn group. The Chamber has an active social media presence in order to reach members.

Members of the Committee asked a number of questions relating to areas including:

- The impact of Covid-19 on businesses within the district.
- Working with other Chambers of Commerce
- Work with Town and Parish Councils
- Young people's employment within the District

November 2021

KCC Highways and Transport

Cllr David Brazier, the Kent County Council (KCC) Cabinet Member for Highways and Transport attended and gave a verbal update on the work carried out by Kent Highways.

Members of the Committee asked a number of questions relating to areas including:

- KCC Highways consultation on planning applications
- Road safety measures
- Road Safety Enforcement
- School Crossing Officers

In-Depth Scrutiny

CCTV Working Group (July 2021)

Cllr Pender presented the final report as Chairman of the In-Depth Scrutiny Working Group. The Working Group had considered the effectiveness of the Council's CCTV service in supporting Community Safety and its impact on privacy.

Following debate at the Committee, a set of agreed recommendations were made to Cabinet which were considered at its meeting of 16 September 2021.

COVID-19 Response (November 2021)

The Committee resolved to establish an In-Depth Scrutiny working group consisting of Cllrs Osborne-Jackson (Chairman), Layland, London and Pender.

The working group remit is to consider the Council's response to the COVID-19

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pandemic and assess the effectiveness of the Emergency Plan and District Emergency Centre (DEC) and areas of improvement. A report from the working group will be brought to a future meeting.

Scrutiny Committee Work Plan as at 23 November 2021

Committee Date	13 July 2021	9 November 2021	20 January 2022 - Cancelled	22 March 2022
External Invitees		Kent County Council Cabinet Member for Highways & Transport	Dartford & Gravesham NHS Trust	Dartford & Gravesham NHS (confirmed)
Scrutiny Committee	Performance Monitoring Margot McArthur - Portfolio Holder for Cleaner & Greener	Performance Monitoring Lesley Dyball - Portfolio Holder for People & Places Julia Thornton - Portfolio Holder for Development & Conservation	Performance Monitoring	Performance Monitoring Matthew Dickins - Portfolio Holder for Finance & Investment (confirmed) Lesley Dyball - Portfolio Holder for People & Places (confirmed)
In-Depth Scrutiny	Final Report CCTV Working Group	Establishment of In-Depth Scrutiny Working Group	Update 1 from Working Group	Final Report - In-Depth Scrutiny Working Group - Covid-19 Response
Committee Date	12 July 2022	November 2022	January 2023	March 2023
External Invitees	Sencio Community Leisure (TBC)			
Scrutiny Committee	Peter Fleming - Portfolio Holder for Improvement & Innovation (TBC) Julia Thornton - Portfolio Holder for Development & Conservation (TBC)			
In-Depth Scrutiny				

Past In-Depth Scrutiny Working Groups

2015/16

Leisure - Cllrs. Ball, Brown (Chairman), Clack and Kitchener

2016/17

Property Investment - Cllrs. Clack (Chairman), Hogg, Kitchener and Purves

2018/19

Staffing Levels - Cllrs. Brown (Chairman), Ball, Hogg and Purves

2019/21

TV Service - Cllrs. Pender (Chairman), Ball, Kitchener and Purves

Current In-Depth Scrutiny Working Group

Covid-19 Response - Cllrs. Osborne-Jackson (Chairman), Layland, London and Pender

Possible Future Areas for In-Depth Scrutiny

- Housing - accommodation for vulnerable people
- Homelessness
- Recovery from Covid-19

2017/18

- 31/10/17 - Pembury Hospital (Maidstone and Tunbridge Wells NHS Trust) (Angela Gallagher, Chief Operating Officer and Jim Lusby, Acting Chief Executive)
- 24/4/19 - Roger Gough - Kent County Council Member for Children, Young People and Education

2018/19

- 17/7/18 - Citizens Advice - North West Kent and Edenbridge and Westerham (Chair, Robin Thompson)
- 13/11/18 - Kent Police (Chief Inspector Tony Dyer)
- 5/2/19 - West Kent Housing (Chief Executive, Frank Czarnowski)

2019/21

- 16/7/19 - Sencio Sevenoaks Leisure Centre (Chief Executive, Jane Parish)
- 30/1/20 - Kent Police (Chief Inspector Jon Kirby)
- 14/7/20 - KCC Cabinet Member, Richard Long (Education and Skills)
- 10/11/20 - Sencio Sevenoaks Leisure Centre (Chief Executive, Jane Parish)
- 10/11/20 - The Stag Theatre (Chief Executive, Andrew Eyre)

- 12/1/21 - Kent Police (Chief Inspector Mark Stubberfield)
- 23/3/21 - Sevenoaks & District Chamber of Commerce (Chief Executive, Julie Phillips)

2021/22

- 9/11/21 - KCC Highways (David Brazier, KCC Cabinet Member for Highways and Transport)