

21 March 2023 at 7.00 pm  
Council Chamber, Argyle Road, Sevenoaks  
Published: 13.03.23



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[https://www.youtube.com/channel/UCIT1f\\_F5OfvTzxjZk6Zqn6g](https://www.youtube.com/channel/UCIT1f_F5OfvTzxjZk6Zqn6g)

## Scrutiny Committee

### Membership:

Chairman, Cllr. Brown; Vice-Chairman, Cllr. London  
Cllrs. Ball, Barnes, Kitchener, Layland, Morris, 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. <b>Minutes</b><br>To approve the Minutes of the meeting of the Committee held on 19 January 2023, as a correct record.   | (Pages 1 - 4)   |                                |
| 2. <b>Declarations of Interest</b><br>Any declarations not already registered   |                 |                                |
| 3. <b>Responses of the Cabinet to reports of the Scrutiny Committee (if any)</b>  |                 |                                |
| 4. <b>Actions from the Previous Meeting (if any)</b>  |                 |                                |
| 5. <b>Sevenoaks Hospital Chief Executive in attendance</b><br>The Chief Executive, Sevenoaks Hospital will be in attendance to answer questions on the hospital's service and any challenges. |                 |                                |
| 6. <b>Performance Monitoring</b>  | (Pages 5 - 16)  | Lee Banks<br>Tel: 01732 227161 |
| 7. <b>Chairman's Draft Annual Report</b>  | (Pages 17 - 20) | Cllr Brown                     |
| 8. <b>Work Plan</b>   | (Pages 21 - 22) |                                |

## 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](mailto:democratic.services@sevenoaks.gov.uk).

**SCRUTINY COMMITTEE**

Minutes of the meeting held on 19 January 2023 commencing at 7.00 pm

Present: Cllr. Brown (Chairman)

Cllr. London (Vice-Chair)

Cllrs. Ball, Kitchener, Layland, Morris, Pender and Purves

Apologies for absence were received from Cllr. Barnes

Cllrs. Dickins, and McArthur were also present.

Cllrs. Dr. Canet and Dyball were in attendance via a virtual media platform which did not constitute attendance as recognised by the Local Government Act 1972.

22. Minutes

Resolved: That the Minutes of the meeting held on 8 November 2022 be approved and signed by the Chairman as a correct record.

23. Declarations of Interest

For reasons of transparency, the Chairman, Cllr. Brown declared that for item 5 - Sencio Community Leisure (Minute 26) he used Sencio gym facilities and services.

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

There were none.

25. Actions from the Previous Meeting

Members noted the completed action.

26. Sencio Community Leisure

The Chairman welcomed the Chief Executive of Sencio Community Trust and the Asset Maintenance Engineer (Sencio) who were in attendance and gave a [presentation](#) to the Committee. The Chief Executive (Sencio) advised that due to the new Pure Gym which had opened in November 2022 there were higher numbers of cancellations of fitness memberships. However, demand for swimming had increased in the New Year which saw membership numbers increase slightly. There were also national shortages of staff as well as pool chemicals which had challenged Sencio's service delivery for customers and members in recent years.

Sencio had run training courses and increased recruitment drive for swim teachers as a result. Sencio had also received a grant of £20,000 for the KCC Reconnect programme which allowed them to offer free swim lessons for children who struggled with swimming. It also enabled discounted rates for a range of activities as well as free gym memberships for disadvantaged young people. A customer survey in 2022 was also undertaken to gauge customer satisfaction against a national benchmark which showed an overall positive result. Members requested that the full customer satisfaction survey be circulated to the Committee.

Members asked questions of the Asset Maintenance Engineer (Sencio) around the quality and age of their assets and the reports of breakdowns. In response to questions Members were advised that there were problems with defective pipes and plumbing which had put a strain on maintenance. The Asset Maintenance Engineer (Sencio) explained that the building management system had difficulties operating with old hardware which had a knock on effect on energy usage and efficiency. There were large fluctuations in pool temperature which had resulted in sessions being cancelled and this had impacted service delivery. He confirmed that Sencio did not hold a planned preventative maintenance system but did hire contractors to assess the viability of assets. In response to further questions The Chief Officer - People and Places (SDC) confirmed that the Council had a responsibility for capital replacements and end of life responsibilities over buildings and assets while Sencio had cleaning, routine maintenance and compliance responsibilities. The Chief Executive (Sencio) stressed to Members the importance of prioritising maintenance problems given Sencio's scant resources.

In response to a question the Chief Executive (Sencio) also confirmed that the Edenbridge all-weather pitch had been closed due to drainage issues and explained that she had been working with the Chief Officer - People and Places (SDC) to secure funding to refurbish the ground. A survey had been undertaken which determined that the site could be revived.

The Chairman took the opportunity to ask about Sencio's financial position. The Chief Executive (Sencio) advised that permission was required from the Sencio Board to present financial information. This permission had not been given. In response to further questions Members were advised that the Financial Conduct Authority (FCA) had given special permission for the Sencio Board to pursue a one-off 3 year audit of accounts from 2019 - 2021 which was underway. Due to the impact of the pandemic a decision was made to present all 3 years of audited accounts together. She also advised that Sencio management accounts were up-to-date and confirmed that Sencio had secured a different Financial Manager since 2018.

Members expressed concern that the financial information requested had not been forthcoming and the Chairman with the Committees agreement, requested that the Sencio Chief Executive return along with their Finance Manager with the accounts information requested. If the Sencio Board decided not to present the information, the Chairman of the Board was to be invited to explain the decision.

The Committee thanked the Chief Executive (Sencio) and the Asset Maintenance Engineer (Sencio) for attending.

#### CHANGE IN ORDER OF AGENDA ITEMS

The Chairman, with the Committee's agreement brought forward consideration of item 7 - Questions for the Portfolio Holder for Finance and Investment (Minute 27), and item 8 - Questions for the Portfolio Holder for Cleaner and Greener (Minute 28).

#### 27. Questions for the Portfolio Holder for Finance and Investment

The Chairman welcomed the Portfolio Holder for Finance and Investment who gave an update on his portfolio. Despite rising costs and inflation, the Council was in a strong financial position and maintained continued delivery of its balanced 10-year budget.

In response to questions the Portfolio Holder confirmed that expenditure and the cost of inflation were lower in some areas. As part of the budget setting process the Council looked into areas of pressure in relation to inflation and sought to contain council tax, deliver savings and maximise income wherever possible.

In response to a question it was confirmed that the changing approach regarding refuse freighters had been considered at the Finance and Investment Advisory Committee which would upgrade the Council's fleet earlier than expected.

Members thanked the Portfolio Holder for his update.

#### 28. Questions for the Portfolio Holder for Cleaner and Greener

The Chairman welcomed the Portfolio Holder for Cleaner and Greener who gave an update on her portfolio. The Portfolio Holder advised that possible future challenges included reliance on partner organisations along with possible changes to legislation which could require glass and food waste to be collected separately.

The recent revision of waste collection rounds had made collections more efficient and in the first 10 weeks had saved the Council approximately 3,000 litres of fuel. As the new rounds were implemented District-wide there were initial difficulties as residents got used to the new system but with time it was hoped people would adjust to the new collections. The Portfolio Holder recommended that Members promote the new rounds as much as possible to ease the transition.

In response to a question the Portfolio Holder confirmed that the Council attempted to reduce the amount of waste that went to landfill by incinerating or

recycling general waste. This meant that the vast majority of household waste in the district did not go to landfill. The Portfolio Holder also confirmed that the Council was a member of the Kent Resource Partnership which worked together to educate communities about recycling and reusing waste.

In response to a question the Portfolio Holder also confirmed that the second bid of £1.5 million to the National Heritage Lottery Fund (NHLF) for the improvement of Bradbourne Lakes would be submitted and the Council would hear if the bid was successful in June or July. The bid was backed by £500,000 of CIL money which was match funded and could only be used once the NHLF bid was secured. A separate capital bid was expected to be approved that would allow work to start earlier.

Members thanked the Portfolio Holder for her update.

29. Performance Indicators Report

Members considered the report which summarised performance across the Council as of the end of November 2022. Members were asked to consider 13 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 Finance and Investment and Cleaner and Greener Portfolios.

Members discussed the report and the Chairman advised that some indicators that were not meeting their targets were the result of new staff adjusting and bedding in new processes.

Resolved: That the report be noted.

30. Work Plan

The Work Plan was noted with the following additions:

**21 March 2023**

Chief Executive, Sevenoaks Hospital  
Sencio Community Leisure

**11 July 2023**

Peter Fleming - Portfolio Holder for Improvement and Innovation  
Julia Thornton - Portfolio Holder for Development and Conservation.

THE MEETING WAS CONCLUDED AT 8.57 PM

CHAIRMAN

## PERFORMANCE REPORT

Scrutiny Committee – 21 March 2023

**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 the end of January 2023.

## Agenda Item 6

| Status  | Current Month | Year To Date  |
|---|---------------|---------------|
| <b>Red</b><br><i>10% or more below target</i>     | 11<br>(19.6%) | 13<br>(23.2%) |
| <b>Amber</b><br><i>Less than 10% below target</i> | 2<br>(3.6%)   | 3<br>(5.4%)   |
| <b>Green</b><br><i>At or above target</i>         | 43<br>(76.8%) | 40<br>(71.4%) |

- 3 Provided as Appendix A to this report are details of the 15 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.

### 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.

#### Net Zero Implications

- 11 The decisions recommended through this paper have a remote or low relevance to the council's ambition to be Net Zero by 2030. There is no



perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment

**Conclusions**

- 12 This report to Members summarises performance across the Council with data that was available at the end of January 2023. Members are asked to consider 15 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

**Background Papers**

None

**Dr Pav Ramewal**




**Chief Executive**


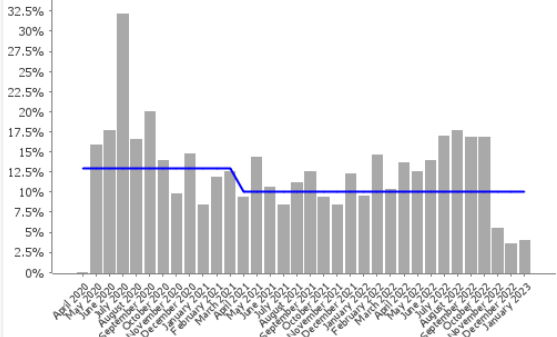

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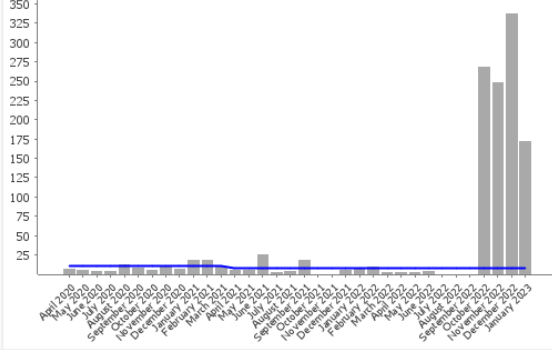


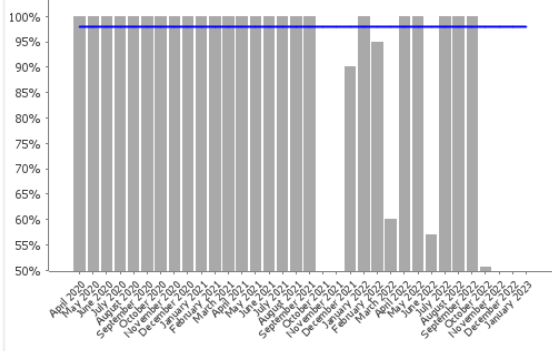

# Appendix A


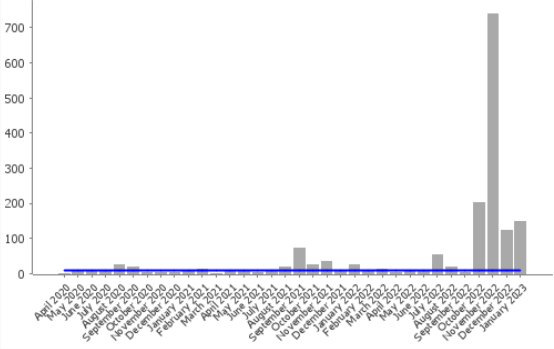


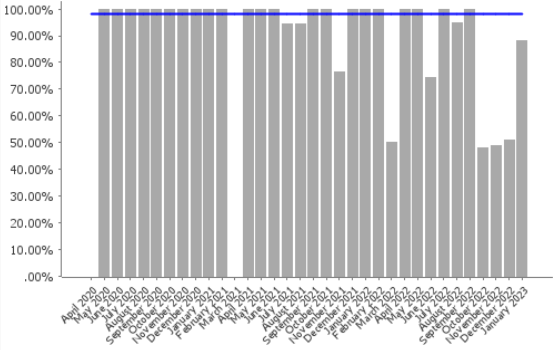

## Scrutiny Committee – Exceptions Report

Key:


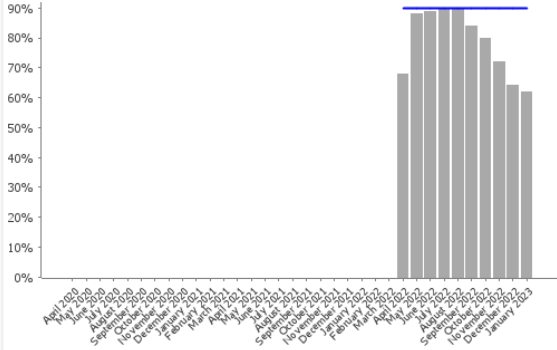


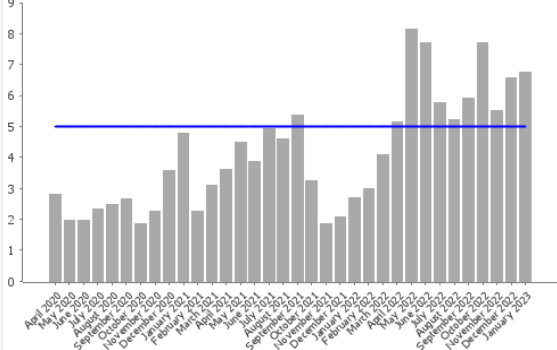

| Status  | Colour | Details                    |
|---|--------|----------------------------|
|  | Green  | At or above target         |
|  | Amber  | Less than 10% below target |
|  | Red    | 10% or more below target   |

| Page Code  | Short Name                                     | Current Value | Current Target | Current Status  | Performance Chart   | Year to date 2022/23 Value | Year to date 2022/23 Target | Year to date 2022/23 Status   | Latest Note  |
|------------|--|---------------|----------------|---|---|----------------------------|-----------------------------|---|--|
| LPI_PA 002 | Percentage of Penalty Charge Notices cancelled | 3.9%          | 10%            |  |  | 12.1%                      | 10%                         |  | A new appeals policy has been introduced which allows automatic cancellation of a PCN for a first offence for soft errors, i.e. where a vehicle registration has been entered incorrectly, but parking has been paid for in full. Whilst CEO's adapted to the new arrangements there was an increase in cancellations, but since November performance has returned to target levels. |

| Code             | Short Name   | Current Value | Current Target | Current Status  | Performance Chart   | Year to date 2022/23 Value | Year to date 2022/23 Target | Year to date 2022/23 Status   | Latest Note   |
|------------------|--|---------------|----------------|---|---|----------------------------|-----------------------------|---|---|
| LPI_DS Waste 002 | Number of missed collections per 100,000                           | 171.5         | 8              |  |   | 103.5                      | 8                           |  | <p>On the 17 October 2022 the council introduced new waste collection rounds that affected every household in the district for rubbish, recycling and garden waste. This was the first change in over 10 years, with new collection days and introducing a zonal system for waste collections. As a result of implementation there were a large number of reported missed collections. This is a combination of genuine missed collections as crews adapted to the new rounds, but also a high proportion of reports, where waste was placed out after the crew has visited, or where waste had been placed out on the wrong day. However it has not been possible to separate these reports.</p> |
| LPI_DS Waste 003 | Percentage of missed collections put right by the next working day | 22.9%         | 98%            |  |  | 72.9%                      | 98%                         |  | <p>As crews have adapted to the new rounds and residents become more familiar with the new collection days and times, missed collections will significantly reduce, assuming no adverse impacts from winter weather affecting the ability to safely complete collection rounds.</p>   |

| Code             | Short Name   | Current Value | Current Target | Current Status  | Performance Chart   | Year to date 2022/23 Value | Year to date 2022/23 Target | Year to date 2022/23 Status   | Latest Note                         |
|------------------|--|---------------|----------------|---|---|----------------------------|-----------------------------|---|-------------------------------------|
| LPI_DS Waste 004 | Number of missed green waste collections                                   | 147           | 9              |  |   | 1303                       | 70                          |  | See commentary for LPI_DS Waste 002 |
| LPI_DS Waste 005 | Percentage of missed green waste collections corrected by next working day | 88%           | 98%            |  |  | 80.5%                      | 98%                         |  | See commentary for LPI_DS Waste 002 |

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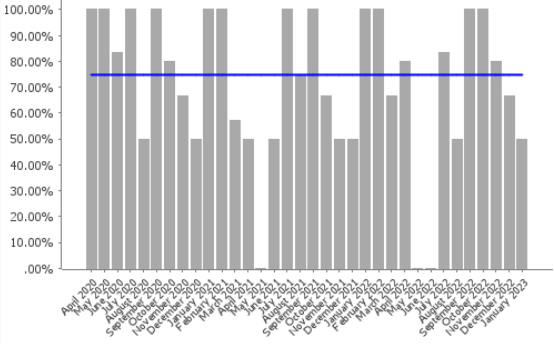


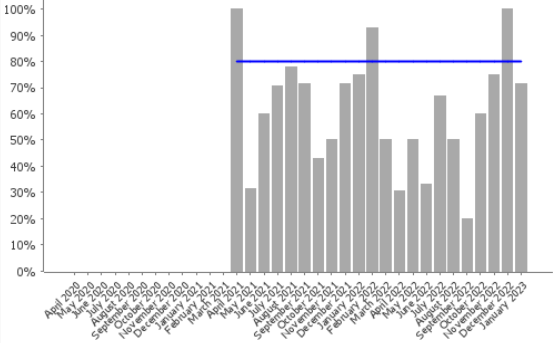

| Code          | Short Name   | Current Value | Current Target | Current Status  | Performance Chart   | Year to date 2022/23 Value | Year to date 2022/23 Target | Year to date 2022/23 Status   | Latest Note  |
|---------------|--|---------------|----------------|---|---|----------------------------|-----------------------------|---|--|
| LPI_EH<br>006 | Percentage of planning applications provided with comments within 21 days of receipt | 62%           | 90%            |    |   | 62%                        | 90%                         |    | <p>The Environmental Protection Team have reduced reliance on external contractors to deliver this aspect of the service and consequently there has been less dedicated resource allocated to the delivery of this PI.</p> <p>3 members of the team are being trained to enable them to provide responses but owing to heavy workloads and a number of involved cases within the team this is taking longer than we would have liked.</p> <p>Once training has been completed, it is expected that performance levels will improve</p> |
| LPI_CSV<br>01 | Average number of days taken to validate a planning application                      | 6.8           | 5              |  |  | 6.5                        | 5                           |  | <p>As a small team, absence has a high impact on individual workloads. The team is now fully staffed, and whilst applications have been steady throughout the year, there have been busier months and an increase in major applications that are time consuming to validate. The team continue to work additional hours to catch up and reduce the processing time for validations. The team have worked hard to get the service closer to the 5 day target and they will continue to do so.</p>                                       |


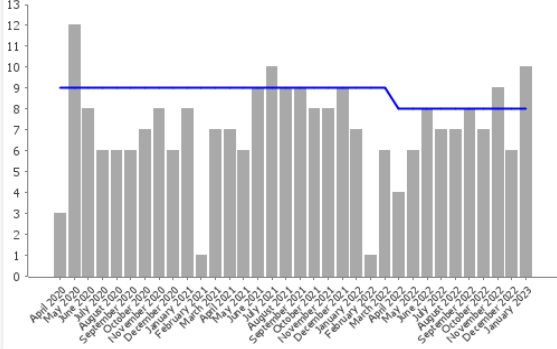


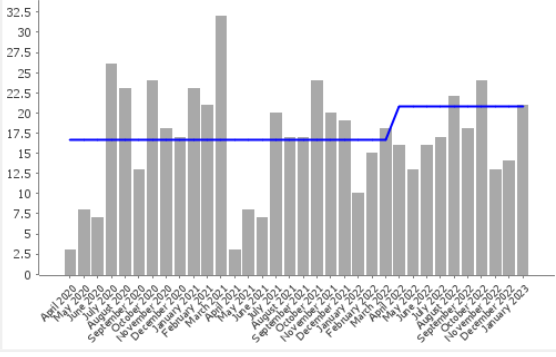

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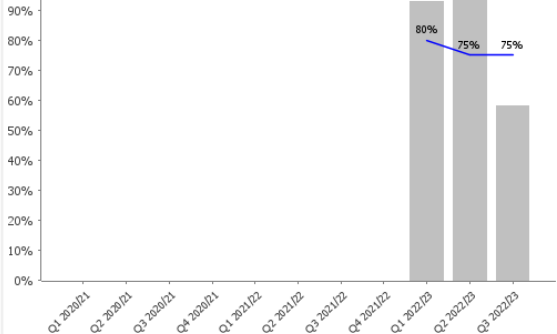


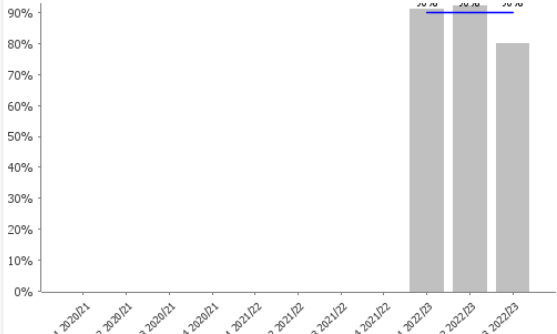

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Agenda Item 6

| Code       | Short Name   | Current Value | Current Target | Current Status  | Performance Chart   | Year to date 2022/23 Value | Year to date 2022/23 Target | Year to date 2022/23 Status   | Latest Note  |
|------------|--|---------------|----------------|---|---|----------------------------|-----------------------------|---|--|
| LPI_DM 009 | Percentage of appeals against planning application refusal dismissed | 50%           | 75%            |  |   | 71.4%                      | 75%                         |  | For the year to date there have been 35 appeals of which 25 have been dismissed. Three of eight appeals were allowed during December and January. However, they did not indicate any new trends that would impact on future appeal decisions. With more appeal decisions awaited that have not yet been determined, there is scope for the target to be met. |
| LPI_AUL    | Audit actions fully implemented within agreed timescales             | 71.4%         | 80%            |  |  | 53.7%                      | 80%                         |  | The Internal Audit team are working with responsible officers to ensure implementation dates are realistic when set. Any actions that are overdue are reported and commented on in quarterly follow-up reports.  |

| Code        | Short Name  | Current Value | Current Target | Current Status  | Performance Chart   | Year to date 2022/23 Value | Year to date 2022/23 Target | Year to date 2022/23 Status   | Latest Note   |
|-------------|---|---------------|----------------|---|---|----------------------------|-----------------------------|---|---|
| LPI_HB 04   | Average number of days to process a change in circumstances for Housing Benefit | 10            | 8              |  |   | 7                          | 8                           |  | The Team have been under extra pressure since the turn of the year, due to staff absences and a necessary IT upgrade that moved the back office system onto the cloud. The year to date average continues to meet target. |
| LPI_HS R 01 | Total number housed through Sevenoaks District Housing Register nomination      | 21            | 21             |  |  | 174                        | 208                         |  | Demand for social housing remains high in the District. The number of available nominations depends on the availability of accommodation from our Registered Provider partners (WKHA/Moat/Orbit)                          |



| Code           | Short Name   | Current Value | Current Target | Current Status  | Performance Chart   | Year to date 2022/23 Value | Year to date 2022/23 Target | Year to date 2022/23 Status   | Latest Note  |
|----------------|--|---------------|----------------|---|---|----------------------------|-----------------------------|---|--|
| LPI_CD<br>H 06 | Percentage of participants of tier 2 weight management that have lost weight at the end of their active intervention   | 58%           | 75%            |  |   | 58%                        | 75%                         |  | Whilst below the target level, participants continue to make good progress with their weight management targets. No weight management groups started in Quarter 3 to ensure previous groups could continue to be supported to achieve their targets.                         |
| LPI_CD<br>H 07 | Percentage of clients that have completed an end of intervention satisfaction service and recorded as at least "satisfied" with the 1:1 lifestyle support and weight loss services they may have received. | 80%           | 90%            |  |  | 80%                        | 90%                         |  | Satisfaction with support services remains high. No weight management groups started in Quarter 3 to ensure previous groups could continue to be supported to achieve their targets. This continued support will seek to positively impact on satisfaction with the service. |

| Code       | Short Name   | Current Value | Current Target | Current Status | Performance Chart | Year to date 2022/23 Value | Year to date 2022/23 Target | Year to date 2022/23 Status | Latest Note   |
|------------|--|---------------|----------------|----------------|-------------------|----------------------------|-----------------------------|-----------------------------|---|
| LPI_CS 001 | Percentage of phone calls answered within 20 seconds by the Contact Centre | 70%           | 70%            | ✔              |                   | 57.7%                      | 70%                         | ✘                           | Call volumes remain on average 20% higher this year. In this most recent period the impact from changes to refuse collections has caused a peak in call volumes. Work continues to address the general call increase, with much work underway to improve online services for customers who are willing and able to self-serve for simple tasks. |
| LPI_CS 002 | Percentage of phone calls to the Contact Centre abandoned by the caller    | 4%            | 5%             | ✔              |                   | 7.2%                       | 5%                          | ✘                           | See Commentary for LPI_CS 001 (above)   |

## Scrutiny Committee Annual Report to Council – 2022/23

### 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 2022/23, 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.

## Agenda Item 7

- **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 2022/23 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  |
|--------------------|--|--|
| July 2022          | Cllr Julia Thornton<br>Development &<br>Conservation | Emerging Local Plan<br>National Planning Policy Framework  |
| July 2022          | Cllr Peter Fleming<br>Improvement & Innovation       | Levelling up and Regeneration Bill<br>The Environment Bill<br>Capital Projects   |
| November 2022      | Cllr Kevin Maskell<br>Housing & Health               | Framework for displacement of refugees through Homes for Ukraine Scheme across Kent<br>The One You Programme<br>Council's Housing Strategy |
| January 2023       | Cllr Matthew Dickins<br>Finance & Investment         | Finances & 10 year budget<br>Replacement of Council's Refuse fleet   |
| January 2023       | Cllr Margot McArthur<br>Cleaner & Greener            | Revision of waste collection rounds<br>Bid to National Heritage Lottery Fund for improvement of Bradbourne Lakes                           |

## External Invitees

### July 2022

#### Kent Police

Inspector Matt Atkinson, of Kent Police attended to give an overview of the levels of crime and approach of policing within the District.

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

- The use of Town Centre Constables to combat shop thefts
- The Community Safety Unit and working in partnership with the Council
- Evening and weekend policing levels in the District
- The priority of tackling domestic abuse and violence against women and girls (VAWG)

### November 2022

#### Kent County Council

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:

- Levels of support to bus services within the District
- Specific areas of concern regarding parking
- Winter services provided by KCC Highways
- Support to voluntary and community transport schemes
- The quality of the KCC out of hours service

### January 2023

#### Sencio

The Chairman welcomed Jane Parish, Chief Executive of Sencio Community Trust and the Asset Maintenance Engineer (Sencio) who were in attendance and gave a presentation to the Committee.

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

- Preventative maintenance of plant and equipment
- Edenbridge all weather pitch
- Sencio's financial position
- Sencio's submission of accounts

It will be noted that Ms Parish is due to be taken to Scrutiny in March 2023, to provide assurances about the financial state of Sencio.

## Agenda Item 7

### **In-Depth Scrutiny**

July 2022

#### **Response to the COVID-19 Pandemic Working Group – Reconstitution**

Members resolved to reconstitute the In-Depth Scrutiny working group that was formed in November 2021 to look at the Council's response to the COVID-19 pandemic.

The Chairman expressed the importance of the report being shared with the members of the Working Group in the first instance and ideally for a consensus to be reached, although it could be noted in the report if this was not the case. He also advised the report should then be shared with officers in good time in order they could check for matters of factual accuracy and advise as appropriate. The report could then be submitted as per the published report deadlines to be considered at the November meeting of the Scrutiny Committee.

November 2022

#### **Response to the COVID-19 Pandemic Working Group - Final Report**

Members considered the final report of the Covid-19 Working Group which had looked at the Council's response to the Covid-19 pandemic and assessed the Emergency Plan and District Emergency Centre (DEC).

Following debate at the Committee, a set of agreed recommendations were made to Cabinet which were considered at its meeting of 8 December 2022.

### **Final Word**

In May this year I will stand down as a District Councillor, having first been elected back in the heady days of 2007 (with the slogan "Vote Blue, Go Green, Vote Cameron Brown" – seemingly to cover all bases at the time but admittedly rather colour intensive), a period of some 16 years. It has been a real privilege to represent the residents of Dunton Green and Riverhead during my terms in office.

At SDC I have spent much of that time sitting as a Chair or vice Chair of Scrutiny and I would like to take this opportunity to thank all my fellow Councillors and Officers for their assistance, hard work and support, but in particular James London, the vice chair, and Jim Carrington West.

I regard the role performed by the Scrutiny Committee at SDC as extremely important, acting when needing to do so as a check and counterbalance to both the Executive and Officers. A robust and lively Scrutiny Committee significantly contributes to the democratic health of SDC and it is vital that those who sit on that committee continue to hold to account those who exercise power on our behalf.

Scrutiny Committee Work Plan as at 9 March 2023

| Committee Date     | 12 July 2022  | 8 November 2022   | 19 January 2023   |
|--------------------|---|---|---|
| External Invitees  | Kent Police (Confirmed)   | KCC Cabinet Member for Highways and Transport (confirmed)   | Sencio Community Leisure (Confirmed)  |
| Scrutiny Committee | Peter Fleming – Portfolio Holder for Improvement & Innovation (Confirmed)<br>Julia Thornton – Portfolio Holder for Development & Conservation (confirmed) | Kevin Maskell – Portfolio Holder for Housing and Health<br>Performance Monitoring   | Margot McArthur – Portfolio Holder for Cleaner and Greener (confirmed)<br>Matthew Dickins – Portfolio Holder for Finance and Investment (confirmed)<br>Performance Indicators |
| In-Depth Scrutiny  | Progress Report – in depth Scrutiny Working Group – Covid-19 Response   | Final Report - In-depth Scrutiny Working Group<br>Establishment of In-depth Scrutiny Working Group  |   |
| Committee Date     | 21 March 2023   | 11 July 2023  | 7 November 2023   |
| External Invitees  | Chief Executive, Sevenoaks Hospital (Confirmed)   |   |   |
| Scrutiny Committee | Performance Monitoring<br>Chairman’s Annual report to Council   | Performance Monitoring<br>Julia Thornton – Portfolio Holder for Development & Conservation<br>Peter Fleming – Portfolio Holder for Improvement & Innovation |   |
| In-Depth Scrutiny  |   | Establishment of In-depth Scrutiny Working Group  |   |

**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**

CGTV Service – Cllrs. Pender (Chairman), Ball, Kitchener and Purves

**2021/22**

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

**Current In-Depth Scrutiny Working Group**

None.

**Possible Future Areas for In-Depth Scrutiny**

- Homelessness Prevention
- Waste Collection

**External Invitees**

**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)
- 22/03/22 - Dartford & Gravesham NHS Trust (Steve Fenlon)

**2022/23**

- 12/07/22 - Kent Police (Inspector Matt Atkinson)

- 8/11/22 – KCC Highways (David Brazier, KCC Cabinet Member for Highways and Transport)
- 19/01/23 -Sencio Community Leisure
- KCC Cabinet Member for Education and Skills
- Chief Executive West Kent Housing
- Chief Executive Sevenoaks Hospital