

Declarations of Interest (see also “Advice to Members” below)

- (a) **Disclosable Pecuniary Interests (DPI)** under the Localism Act 2011, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares a DPI in relation to any item will need to leave the meeting for that item (unless a relevant Dispensation has been granted).

- (b) **Other Significant Interests (OSI)** under the Kent Code of Conduct as adopted by the Council on 19 July 2012, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares an OSI in relation to any item will need to leave the meeting before the debate and vote on that item (unless a relevant Dispensation has been granted). However, prior to leaving, the Member may address the Committee in the same way that a member of the public may do so.

- (c) **Voluntary Announcements of Other Interests** not required to be disclosed under (a) and (b), i.e. announcements made for transparency reasons alone, such as:

- Membership of outside bodies that have made representations on agenda items, or
- Where a Member knows a person involved, but does not have a close association with that person, or
- Where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position.

[Note: an effect on the financial position of a Member, relative, close associate, employer, etc; OR an application made by a Member, relative, close associate, employer, etc, would both probably constitute either an OSI or in some cases a DPI].

Advice to Members on Declarations of Interest:

- (a) Government Guidance on DPI is available in DCLG’s Guide for Councillors, at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/5962/2193362.pdf
- (b) The Kent Code of Conduct was adopted by the Full Council on 19 July 2012, and a copy can be found in the Constitution at <http://www.ashford.gov.uk/part-5---codes-and-protocols>
- (c) If any Councillor has any doubt about the existence or nature of any DPI or OSI which he/she may have in any item on this agenda, he/she should seek advice from the Corporate Director (Law and Governance) and Monitoring Officer or from other Solicitors in Legal and Democratic Services as early as possible, and in advance of the Meeting.

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Overview and Scrutiny Committee

Minutes of a Meeting of the Overview and Scrutiny Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **24th April 2018**.

Present:

Cllr. Chilton (Chairman);
Cllr. Ovenden (Vice-Chairman);

Cllrs. Bartlett, Dehnel, Heyes, Hicks, Miss. Martin, Mrs. Martin, Sims.

In accordance with Procedure Rule 1.2 (iii) Cllr. Dehnel, Heyes and Sims attended as Substitute Members for Cllrs. Burgess, Feacey and Krause.

Apologies:

Cllrs. Burgess, Feacey, A.Howard, Krause

Also Present:

Cllrs. Galpin, Shorter.

Director of Finance & Economy, Head of Corporate Property and Projects, Senior Accountant, Corporate Scrutiny and Overview Officer, Member Services Officer.

427 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 27th March 2018 be approved and confirmed as a correct record.

428 Future Reviews and Report Tracker and Topic Selection Flowchart

The Corporate and Scrutiny Overview Officer introduced this item and explained that the Quarterly Performance Report, O&S Annual Report and Work Programme and The Trading and Enterprise Board & A Better Choice for Property Ltd would be presented at the next Meeting.

In response to a query asking if a representative from Tenterden Kent Savers would be invited to attend a meeting, the Corporate Scrutiny and Overview Officer confirmed that this would be the case.

A Member asked if a report on the strengths of staffing, particularly in Legal and Planning, could be placed on the Tracker and the Committee agreed to this.

429 Commercial Investment by the Council

The Chairman introduced this item and explained that questions had been invited from members prior to the Meeting, for which answers were provided in the tabled papers. He also advised that some of the papers were exempt and could not be discussed in a public forum, therefore the meeting would be closed to the press and public after the non-exempt issues had been discussed.

The Portfolio Holder for Corporate Property and Projects then spoke to the Committee and explained that the report and papers provided a summary of the background of the purchase of both International House and Park Mall and how the Council had managed those facilities. The key driver for the report was transparency, but it was important for the committee to constrain to this topic. International House had provided swift revenue return whilst Park Mall was a longer-term investment. There were 11 empty units in Park Mall when the Council originally purchased it, and all units now had tenants, which laid testament to the input the Council had made.

The Portfolio Holder for Finance and IT made a presentation to the Committee and explained that the purchases were not just about providing a financial return; there was a balance between commercial investment and social worth. He gave background to the reasons behind the investments projects, which were in response to announcements made in 2015 that government funding would decline and ultimately cease over a five year period. Cuts had been made within the Council including reducing staff numbers by approximately 200, but it was recognised that to protect public services the Council needed to generate income to close the funding gap. Other investment sites included Elwick Place, Stanhope shops and Conningbrook.

The Chairman thanked the Portfolio Holders for their contributions and the report was then opened up to the Committee and the following points/questions were raised:

- A Member asked about the conditions in the lease the Council had with the Landlord of Park Mall – UBS. The Head of Corporate Property and Projects explained that the Council could not withhold consent for development of the Centre and this meant that the use could change from a shopping centre to something else in the future. The Member also queried why the rental income figures for 2015/16 was specified as £416,640 in the original agenda papers, but the tabled papers showed the rental income for the same period as £355,182. The Senior Accountant explained that the higher figure included service charges, but this had been singled out in the tabled papers for presentational purposes. It was agreed that it would be beneficial for a reconciliation of these figures to be undertaken. The Portfolio Holder clarified that Wilkinsons was a separate entity and was not part of the Council's purchase.
- A Member asked whether the HCA Funds for the Commercial Quarter were spent on the works to improve Station Approach. The Portfolio Holder advised that the funding was spent on repaving Dover Place. The Head of Corporate Property and Projects added that these works formed part of the Public Realm Works and the road would become the responsibility of ABC.

- A question was asked as to whether the Commercial Investment Strategy referred to at Cabinet on 14/09/17 was different to the Corporate Property Management Strategy adopted on 12/4/18. It was explained that for each commercial investment a business case was produced and considered in conjunction with other Council priorities and measured and examined on its own merit and opportunity. There were no similarities between the Corporate Property Management Strategy and the Commercial Investment Strategy. Strategy papers were produced and cross-examined, but on reflection, it was felt that it would apply more barriers and constraints, which would not be helpful. A Member added that a rigid investment strategy could be prohibitive since it was difficult to second-guess the current fluctuating market. The Economic Regeneration and Investment Board were responsible for reviewing each proposal and the key role was for them to assess each opportunity. The original Corporate Investment Strategy looked at more than just property as a form of investment, but there was little appetite for this. It looked at the principles of procurement rather than the management aspect. The Chairman asked what was in place to manage the risk element of investment and it was explained that a scrupulous due diligence process had been implemented.
- A Member expressed disappointment that in answer to a question he had submitted regarding seeing the report on re-tendering of management services, the response was that it was not necessary for Members to see this, since the tenders were all within budget. He explained that since the O&S Committee had asked to see the report, this request should be revered. The Portfolio Holder explained that spending and tendering limits were set in stone but agreed that this report could be shared with Members.
- A question was raised regarding the pop up shops in Park Mall, in particular the involvement that ABC had in Love Ashford and One You. The Portfolio Holder clarified that a Unit was leased to Made in Ashford and they were responsible for curating what businesses were operational from that unit. He added that this gave small businesses the opportunity to begin trading, but they were not necessarily restricted to being located in Park Mall in the future. A Member added that it would be useful to see footfall figures specifically for Love Ashford and One You.
- The Portfolio Holder talked about the investment of staff time into these projects and the Senior Accountant advised that staff recharges had been included in the tabled papers for transparency reasons.

430 Exclusion of the Public

The Chairman then read the resolution to exclude the press and members of the public.

Resolved:

That pursuant to Section 100A of the Local Government Act 1972 members of the press and public be excluded during consideration of this item as it was

likely that there would be disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 where in the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

431 Commercial Investment by the Council


The Committee then considered the exempt tabled papers that contained responses to questions submitted previously by Members, and Officers provided further detail to enquiries made at the meeting. The Chairman thanked the Officers and Portfolio Holders for their time and hard work.

Recommendations:

- That**
- i) Financial Reports including Red Book valuations are prepared annually in accordance with UK GAAP for management purposes. The output to include normal commercial property metrics and risk register, such as estimated rental value and covenant strength of tenants.**
 - ii) A framework document should be prepared setting out social value yield and return targets for the Council's Property Strategy.**
 - iii) A clear list of investment and social worth objectives to be included for each investment and reported on annually.**

432 Overview and Scrutiny Membership/Thanks

The Chairman thanked Members for their attendance and contribution over the last year and wished Cllr. Krause a speedy recovery.

Agenda Item No:	4	 ASHFORD BOROUGH COUNCIL
Report To:	Overview and Scrutiny Committee	
Date of Meeting:	22 nd May 2018	
Report Title:	Ashford Borough Council's Performance – Quarter 4 2017/18	
Report Author & Job Title:	Will Train, Corporate Scrutiny and Overview Officer	
Portfolio Holder Portfolio Holder for:	Cllr Clarkson & Cllr Shorter Leader of the Council; Finance and IT	

Summary: This report seeks to update members and the public on the performance of the council against its Corporate Plan during Quarter 4 2017/18. This includes information on what the Cabinet has achieved through its decision-making, key performance data, and consideration of the wider borough picture which impacts upon the Council's work.

The organisation's approach to the monitoring of its performance against this plan has been revised. Accordingly, attached are summary highlights from the online Performance 'Dashboard' for each of the council's Corporate Plan areas.

Key Decision:	NO
Significantly Affected Wards:	N/A
Recommendations:	The Committee is recommended to:-
	I. Note the council's performance against the Corporate Plan in Quarter 4 of 2017/18.
Policy Overview:	In December 2015 the council agreed a new Corporate Plan - " <i>The Five Year Corporate Plan – for Aspiration, Action and Achievement</i> ".
	This also provided an opportunity to refresh the way in which performance against this new Corporate Plan (and its priority areas) was measured, presented and engaged with by officers and members.
Financial Implications:	N/A
Legal Implications	N/A
Equalities Impact Assessment	Not required because the report relates to a summary of past performance rather than any item requiring decision.

**Other Material
Implications:** N/A

**Exempt from
Publication:** NO

**Background
Papers:** N/A

Contact: will.train@ashford.gov.uk – Tel: 01233 300394

Report Title: Ashford Borough Council's Performance – Quarter 4 2017/18

Introduction

1. The report seeks to provide a headline overview of performance against the council's Corporate Plan for Quarter 4 2017/18 and the whole of 2017/18.

Background

2. In December 2015 the council agreed a new Corporate Plan - "*The Five Year Corporate Plan – for Aspiration, Action and Achievement*". This provided an opportunity to refresh the way in which performance against this new Corporate Plan (and its priority areas) was monitored, presented and engaged with by officers and members. Each quarter the Cabinet and Overview and Scrutiny committee receive an update on how and how well the council is achieving its objectives.

New Performance Framework

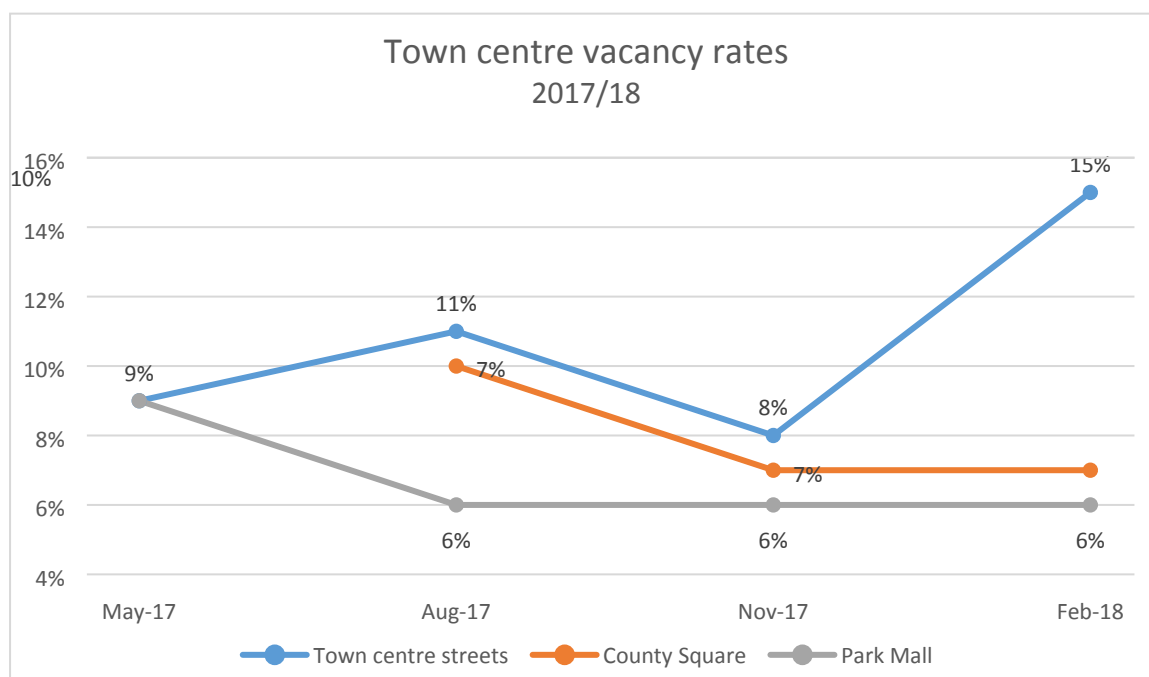
3. Following a review of the council's existing performance monitoring arrangements, a new performance management framework has been derived to reconcile key performance indicators, service level data and contextual measures over which the council has relatively little control (such as educational attainment and workplace earnings) for recording the council's performance from 2018/19 onward.
4. In order to ensure a closer link between performance data and programme management, performance data will be migrated from the current dashboard (Socrata) to the council's existing programme and risk management system (Pentana). This will allow for Heads of Service to more readily integrate performance data into the service planning process.
5. Under the new framework Cabinet and Overview and Scrutiny will continue to receive quarterly update reports on key performance indicators directly related to the council's corporate plan, whilst various contextual measures will be compiled into a 'Borough Profile' to be reported on annually.
6. A new Performance Management Board will be created at Management Team level to review service performance on a monthly basis, allowing for the identification of any capacity issues within services and identify existing resources which can be deployed across services and directorates where possible to address these issues.
7. A number of new key performance indicators have been identified by services for inclusion in the new framework and as a result 2018/19 will form the baseline year for reporting.

Quarter 4 2017/18 - Commentary on whole year performance trends

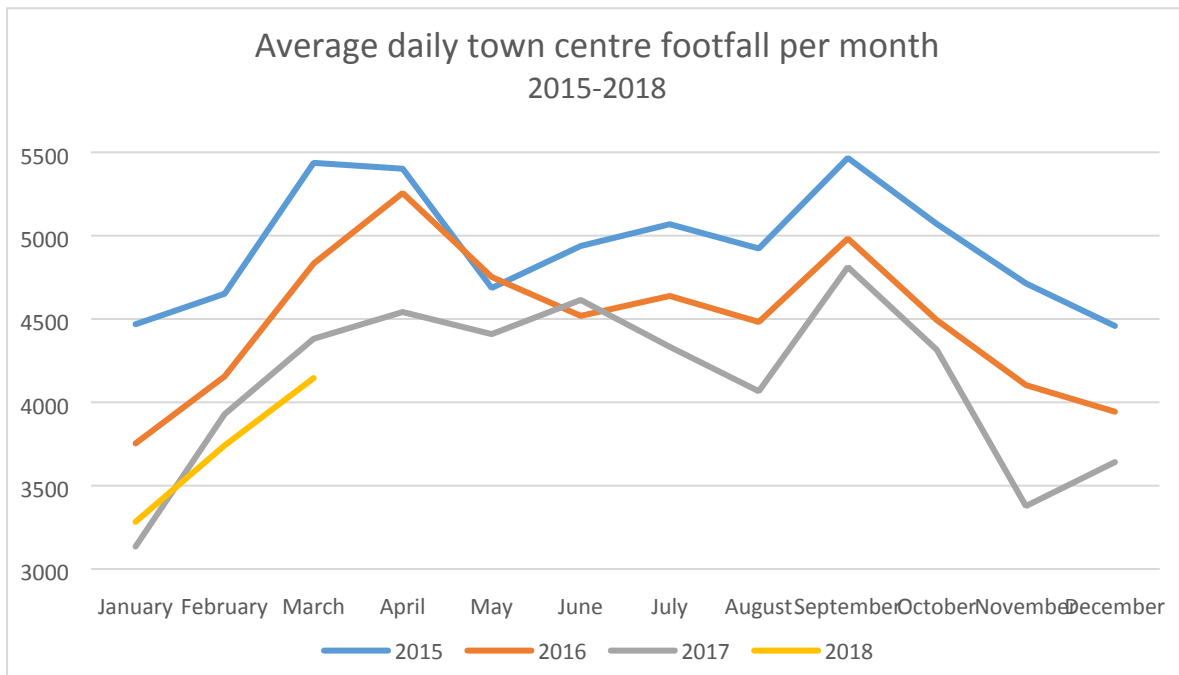
8. As this quarter represents the last of reporting under the existing performance suite, a summary of progress within the corporate plan aims over the whole year is detailed, with reference to performance trends since the start of the corporate plan where possible.

Enterprising Ashford

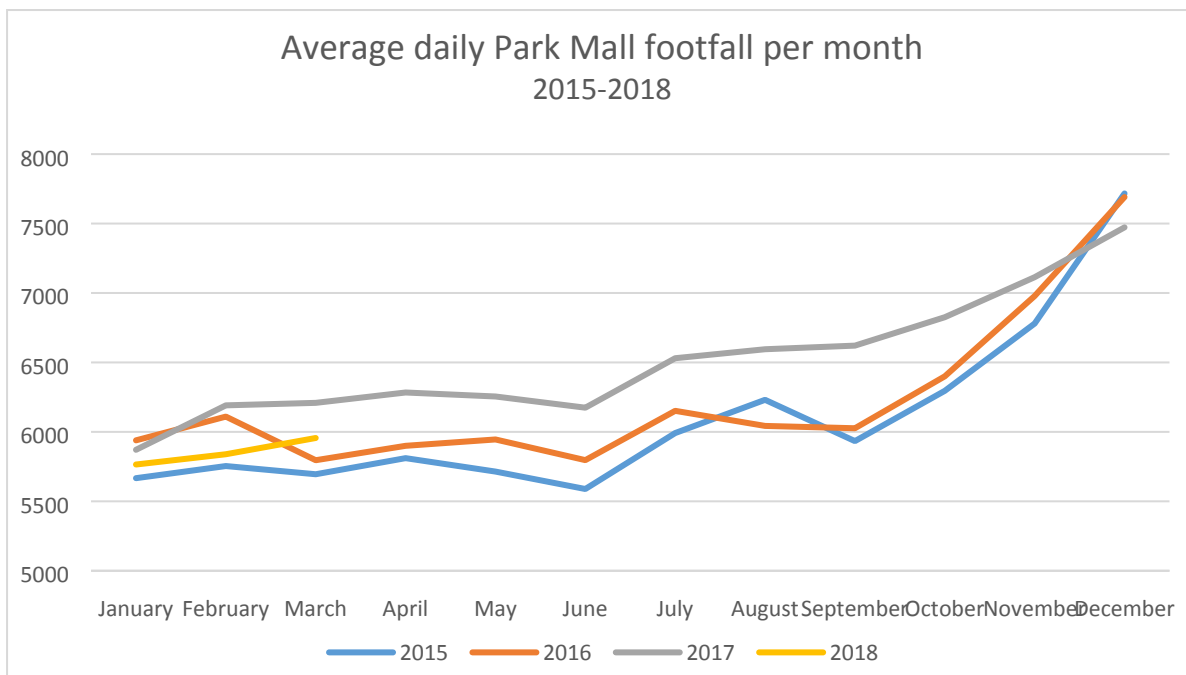
9. Town centre vacancy rates increased in quarter 4 following the end of Christmas trading, driven by increasing vacancies outside of Park Mall and County Square, where occupancy levels remain unchanged from quarter 3. At the most recent survey point (February 2018), 225 units were surveyed in the town centre streets (of which 34 vacant), 58 in County Square (4 vacant) and 32 in Park Mall (2 vacant).
10. Across the year, vacancy rates within Park Mall and County Square have fallen to low levels and remained steady, with greater fluctuation observed in the wider town centre across the year.



11. Town centre footfall dropped in January 2018 following the end of Christmas trading, with average footfall rising across the latter part of quarter 4, following the broad trends seen in previous years, however town centre footfall as measured by the high street footfall counter has generally reduced year on year whilst observing broadly the same trend. The below table shows average daily footfall for each calendar month from January 2015 to date.

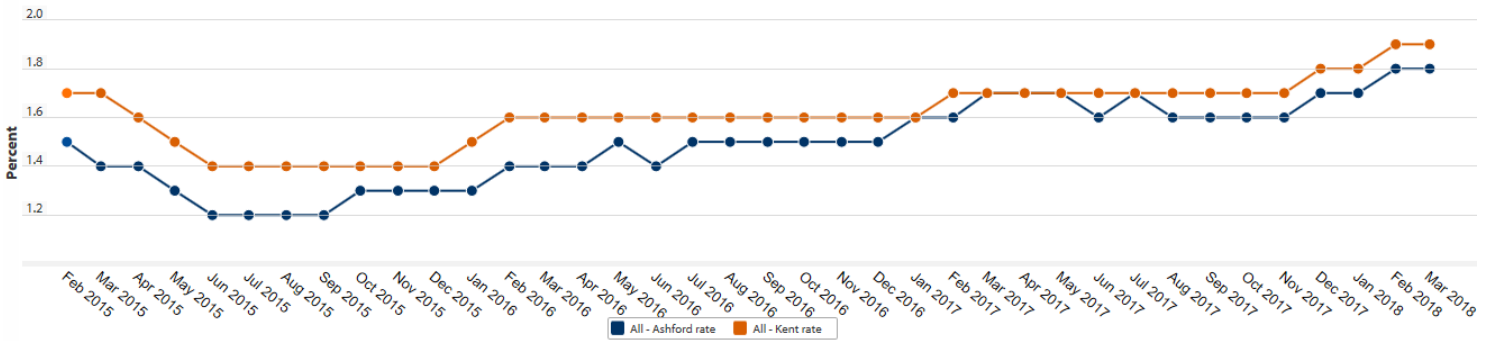


12. The recorded footfall for Park Mall (below) shows a much more consistent trend from year to year with general increases from 2015 onward. Average daily footfall per month in quarter 4 has exceeded recorded levels for the high street but sits below performance for 2016 and 2017. Trend data suggests that footfall will likely remain relatively stable across quarters 1 and 2, rising in the lead up to Christmas.

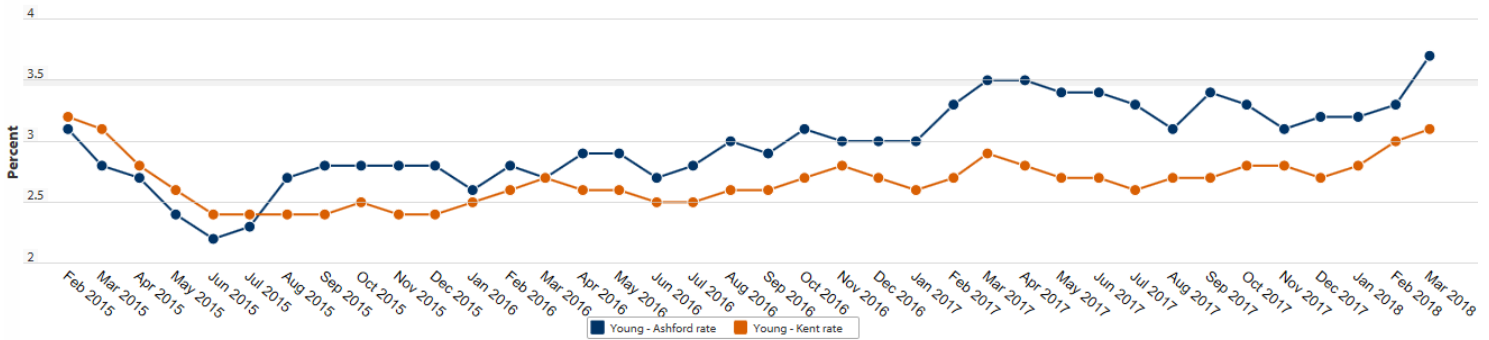


13. Unemployment in the borough has risen slightly over quarter 4 to 1.8%, however this remains below the average for Kent (1.9%) and England as a whole (2.1%). Youth (18-24) unemployment has also risen in quarter 4 and sits at 3.7% as of March 2018, the highest level recorded since February 2015. The Borough's youth unemployment is above the Kent (3.1%) and England (2.9%) averages.

Unemployment rate

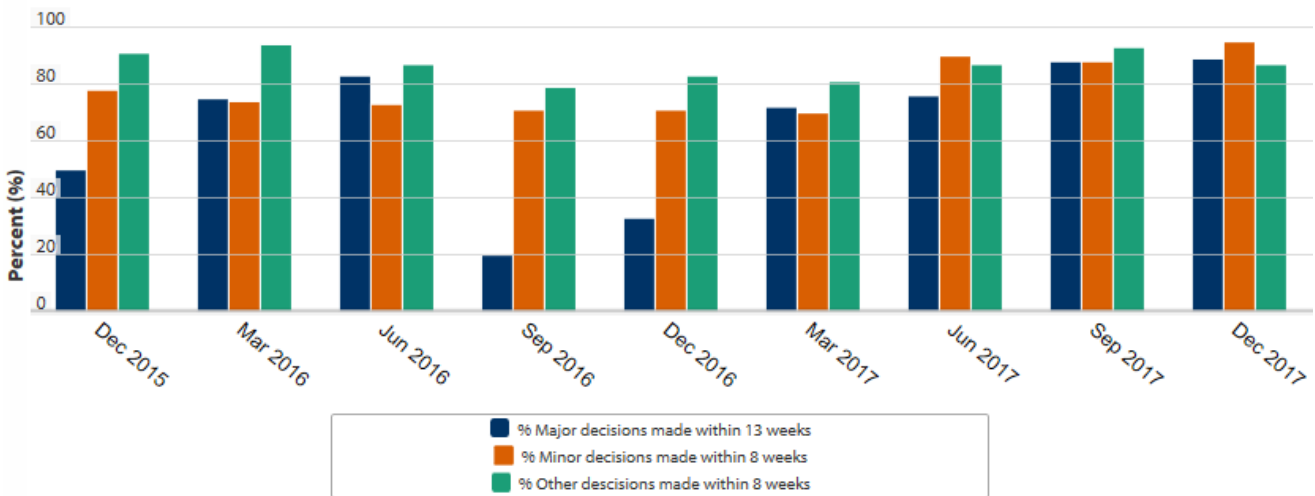


Youth unemployment rate



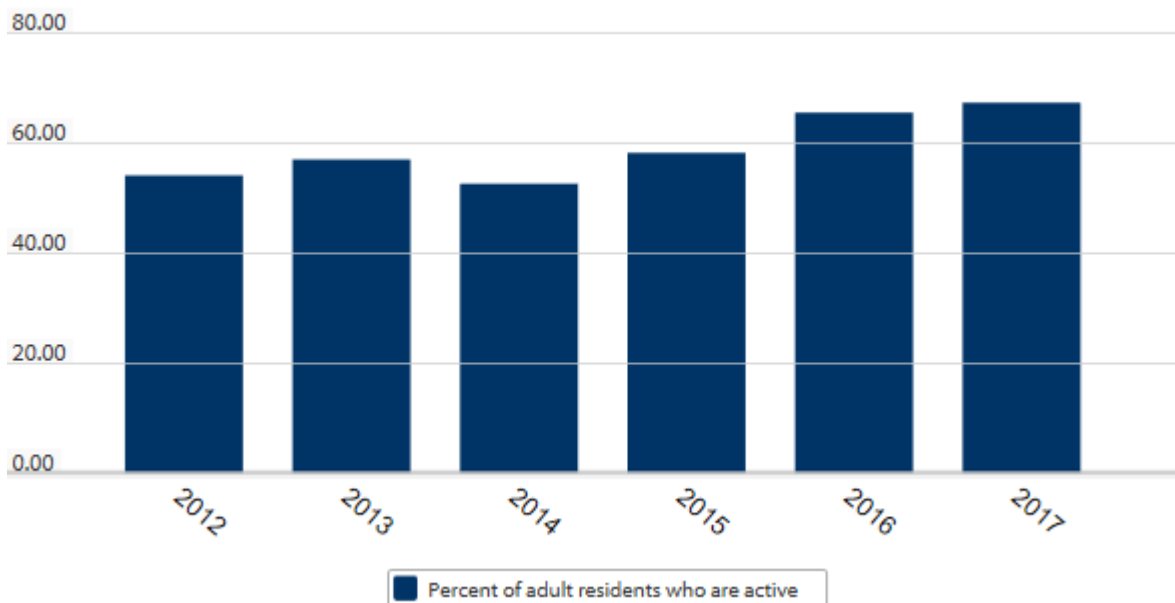
Living Ashford

14. The speed of planning decisions remains high, with a high approval rate for planning decisions. To December 2017, the council made:
- 69 major development decisions, of which 66 (96%) were granted and 81% were made within 13 weeks
 - 377 minor development decisions, of which 339 (90%) were granted and 87% were made within 8 weeks
 - 933 other development decisions, of which 900 (96%) were granted and 87 were made within 8 weeks



Active and Creative Ashford

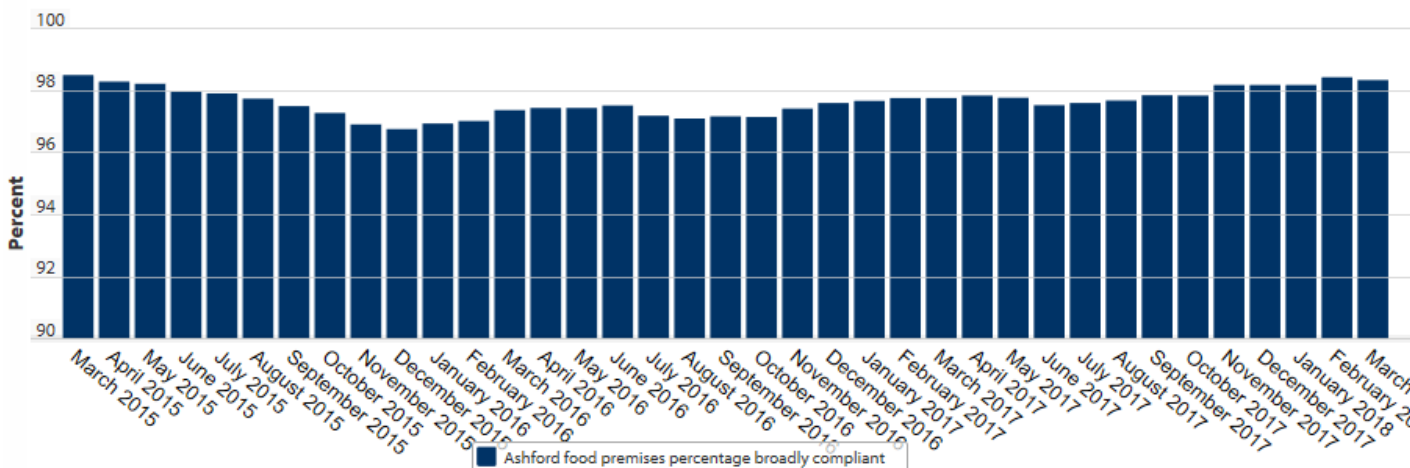
- 15. The percentage of the adult population who are active remains high, having increased in 2017 according to analysis by Public Health England and now stands at 67.6%, the highest since 2012.



- 16. Smoking prevalence is declining nationally and locally with the Ashford rate estimated at 17.4% by Public Health England (PHE). The Ashford rate is 1.9% above the national average, however there are more ex-smokers in Ashford than the national average (27.5% in Ashford and 26.2% nationally). PHE estimate that Ashford has the 5th highest smoking prevalence in the county with an estimated 16,460 smokers.

Attractive Ashford

- 17. Across the over 1,000 food businesses across the borough, the percentage compliant with hygiene standards when inspected has increased over quarters 3 and 4, with over 98% of food premises broadly compliant at the end of March 2018.



18. DEFRA's latest local authority performance data (covering the 2016/17 financial year) confirms that Ashford's recycling rate has increased again to 55%. Ashford retains the highest recycling rate in the county and is now the 35th best recycling local authority in the country.
19. The borough's recycling performance fell against quarter 3 performance through quarter 4, with recycling rates of 50% recorded in December and January, rising to 54% through February 2018. The council is currently tracking towards a 56% recycling rate for the 2017/18 financial year.

Activity

20. Quarter 4 saw successful activity on a variety of initiatives which will have a positive impact on the outcomes set out in the Council's corporate plan –

January

- a. Anne Forbes, the council's Syrian Resettlement Co-ordinator, was awarded the British Empire Medal in the 2018 New Year's Honours in recognition of her work which has put Ashford at the forefront of best practice in how to successfully deliver the national Syrian Vulnerable Person Resettlement Programme.
- b. Construction work on the £90m expansion to the Ashford Designer Outlet commenced.
- c. The council granted a lease to Great Chart with Singleton Parish Council to form a trust to run the Singleton Environment Centre.
- d. Work began to safeguard direct high-speed international services at Ashford International with platform and signalling system upgrades.
- e. The Police and Crime Commissioner agreed to release funds to make significant improvements to Ashford Police Station.
- f. Works to create a new zebra crossing and relocate the taxi waiting area in station approach commenced.

February

- g. The preparation work for the widening of the A28 Chart Road began in preparation for the Chilmington Green development.
- h. An expansion of domestic abuse services in Ashford was confirmed with the Ashford Domestic Abuse Forum announcing the introduction of a new scheme in Ashford aimed at helping perpetrators understand the impact they are having.
- i. Work commenced on the new £104m Junction 10a of the M20.
- j. Work began on the delivery of 235 apartments and 26 riverside houses on a brownfield site on Victoria Way.
- k. Cabinet agreed the adoption of 29 recommendations from the Overview and Scrutiny Committee for preserving and improving air quality in the Borough.
- l. The Local Government Association undertook a peer review of the council's Planning and Development service.

March

- m. The council partnered with Ashford Leisure Trust to procure a new leisure operator for all the main leisure facilities in the Ashford area.
- n. The return of the Ashford Civic Awards was announced, with nominations opened and the awards themselves to be presented in July.
- o. Hip Hop legend DJ Jazzy Jeff was announced as the main stage headliner for the 2018 Create Music Festival.
- p. The council purchased the former Odeon cinema (currently occupied by Mecca Bingo) in the lower high street.
- q. The WYE3 Masterplan consultation was launched.
- r. It was announced that the Fields of Battle, Lands of Peace: 14-18 photographic exhibition will be coming to Ashford in June 2018 before going on to Worcester, Winchester, Edinburgh and London.

Conclusions

- 21. The latest performance data highlights improvements and continuations of strong performance in a number of areas related to delivery of the council's corporate plan, particularly in regard to the speed of planning decisions, recycling rates and the improving health of the borough's residents.
- 22. Adoption of a revised performance framework from 2018/19, as noted in paragraphs 3-7 of the report, will ensure that future performance reporting is more closely aligned to service performance whilst the use of Pentana Performance will allow for greater linking of performance with programme management and risk to enhance the service planning process.

Equalities Impact Assessment

- 23. N/A

Consultation Planned or Undertaken

- 24. N/A

Other Options Considered

- 25. N/A

Reasons for Supporting Option Recommended

- 26. N/A

Portfolio Holder's Views

- 27. To follow.

Contact and Email

- 28. Will Train, Corporate Scrutiny and Overview Officer

Will.train@ashford.gov.uk



Ashford Borough Council

Overview and Scrutiny 2017/18 Annual Report

And

2018/19 Work Programme

Foreword from the Chairman

Can I begin my apologizing to full council for my absence at this Full Council meeting to deliver the Annual Report of Overview and Scrutiny Committee. I am presently visiting my partner who is away on a sabbatical in the Far East.

I am pleased to present to the Council the Annual Report of the Overview and Scrutiny Committee for 2017-2018.

Can I begin by thanking Officers and the Scrutiny Team for their work in supporting our Committee in fulfilling its functions and responsibilities this year. Can I also thank all Officers who have given evidence to our Committee.

I would like to thank my Vice Chairman, Cllr Noel Ovenden and all members of the Committee who have worked for the committee this year.

Contained within this report is a summary of the extensive work undertaken by the Committee this year. Members will note sheer variety of investigations, reports and hearings we have undertaken in providing our overview role to this Council.

We have fulfilled our statutory requirements this year in our scrutiny of the Councils Budget. We have also undertaken our statutory safeguarding and community safety reviews.

I am also pleased to present the proposed work programme for 2018-2019. Members of Overview and Scrutiny have all been involved in determining the schedule. Other items may arise as the year progresses.

Overview and Scrutiny continues to improve its work at every meeting. Considerable training has been completed by a number of members and officers this year that has better enabled us to improve our scrutiny function.

I look forward to welcoming all new members who will be joining Overview and Scrutiny for 2018-2019 and working with them in the interests of the Borough.

I ask that the Council note and accept the Annual Report of the Overview and Scrutiny Committee.

Cllr Brendan Chilton
Chairman, Overview and Scrutiny Committee

Overview and Scrutiny at Ashford

The Local Government Act 2000 (the Act) introduced a requirement that councils with a 'Leader and Executive' arrangement must include the provision of one or more Overview and Scrutiny Committees within their council structure.

Under section 21 of the Act, the council's Overview and Scrutiny Committee has power to submit reports and make recommendations to the Cabinet or full Council on any aspect of council business or any matter affecting the Borough or its residents.

The constitution of Ashford Borough Council contains provisions for a single Overview and Scrutiny Committee to carry out the functions detailed in the Act, although the Committee may assemble task groups from its membership for specific reviews.

In the 2017/18 municipal year the Overview and Scrutiny Committee had 12 members, appointed in line with the broad political balance of the council. The roles of Chair and Vice-Chair of the Committee were appointed to opposition members, although the Committee operates apolitically in its discussions, with all members of the Committee working together to ensure that the council and its services are acting effectively and efficiently.

Issues Scrutinised by the Committee

Since May 2017 the Committee has considered a number of items related to the council's operations and wider issues affecting the Borough and its populations, including:

- Quarterly updates on the council's performance against its corporate objectives

- Sickness absence figures for 2016/17
- Proposed revisions to the council's Housing Framework
- Presentations from the Ashford CCG
- Youth services and engagement in the borough
- Infrastructure planning related to health services
- Priority health issues for the Borough
- Commercial Investment by the council
- The findings of the Air Quality Task Group

The Committee considers several standing items per year. These items are:

1. Scrutiny of the council's Budget, carried out by a Committee Task Group

2. The annual report of the Ashford Community Safety Partnership

3. The council's annual report on Safeguarding Adults and Children at Risk

In addition, the Committee engaged the Centre for Public Scrutiny to provide a Budget Scrutiny training session for Members in advance of carrying out scrutiny of the 2018/19 draft budget.

Budget Scrutiny Task Group

The Overview and Scrutiny Committee has a duty to scrutinise the council's draft Capital and Revenue budget. The Committee assembled a task group whose remit included ensuring that the draft 2018/19 budget was achievable and delivered in line with the council's 5 year Medium Term

Financial Plan (MTFP) and the council's adopted corporate priorities.

A number of changes were made to the budget scrutiny process for the 2018/19 draft budget. These included aligning scrutiny sessions on a directorate basis in line with the council's current structure and the Chief Executive and Director of Finance and Economy providing the Budget Scrutiny Task Group with overviews of the council's corporate plan progress and medium term financial plan at the start of the budget scrutiny process to allow the task group to identify key risks to the delivery of the council's budget.

From these initial presentations, the Task Group identified a number of key risks to the budget and requested that officers speak to these risks in subsequent sessions. The risks identified were:

- A potential reset of the National Non-Domestic Rates (NNDR) system
- Resourcing for Planning appeal and enforcement
- Resourcing for the Homelessness Reduction Act
- Delays to income generating projects
- The feasibility of achieving identified savings with an assumed service expenditure decrease.

The task group held sessions covering each Directorate within the council and were grateful for the attendance and contributions of Portfolio Holders, Directors, Heads of Service and the council's Accountancy team.

Directors presented information on the aims of the services within their directorate for the coming municipal year alongside up to date risk

information and reports on the overarching risks that the Task Group membership had identified during its first session.

On the basis of these reports and the budget documents the task group made two recommendations which the main Committee supported and relayed to the Cabinet. The Cabinet supported the recommendations, which were that that it:

- (i) Be advised that the O&S Committee regards the council's draft 2018/19 budget as sound and achievable.
- (ii) Be advised that the O&S Committee regards the council's reserves position as suitable to cover identified contingencies and risks.

The Task Group also identified a number of topics where it was felt that scrutiny by the full Overview and Scrutiny Committee would be beneficial and with the agreement of the Chair and Vice-Chair of the Committee these have been included in the committee's work programme for 2018/19 (appended to his report).

Annual Report of the Community Safety Partnership

At least once a year the O&S Committee operates as the designated Committee responsible for Crime and Disorder issues (as required under the Police and Justice Act 2006). In line with this designation the Community Safety Partnership for Ashford present an annual report on their work within the Borough and set out their priorities for the coming year.

In March 2018 The Committee received a presentation on the Community Safety Partnership's work from the council's Portfolio Holder for Highways,

Wellbeing and Safety; Health, Parking and Community Safety Manager and Community Safety Team Leader along with Chief Inspector Andy Somerville, Inspector Andrew Bidmead and Inspector Jason Atkinson of Kent Police.

The update outlined developments with regard to pursuit of the Partnership's objectives during 2017, including:

- A slight increase in anti-social behaviour (ASB) in 2017. Ashford was the only district in Kent where an increase in Police reported ASB was seen in 2017, however Kent Police explained that this increase in ASB was largely attributable to a single group.
- The implementation of three Public Space Protection Orders (PSPOs) in Ashford.
- A single Community Trigger (ASB case review) in the borough, which resulted in a positive outcome, with ASB reduced and the affected resident's quality of life improving.

An overview of key projects supported by funding from the Police and Crime Commissioner was also provided. These projects included OP Beacon, which aims to deter youth offending; a community garden project in Stanhope; financial support to the Ashford Domestic Abuse Forum and the Ashford Winter Night Shelter.

The Community Safety Partnership representatives also outlined the priorities for the coming year, which the Committee endorsed. These are:

- Anti-social behaviour
- Domestic Abuse
- Safeguarding children and young persons
- Safeguarding adults
- Serious and organised crime

The Community Safety Team Leader also presented a report on the multi-agency work completed over the course of 2017 by the Domestic Abuse Co-ordinators in conjunction with the Ashford Domestic Abuse Forum. Members were supportive of the approach and work being undertaken by the council and the Ashford Domestic Abuse Forum.

Safeguarding Adults and Children at Risk

In 2015 the audit partnership assessed the council's safeguarding activities, procedures and policies, and recommended that safeguarding should be the subject of an annual report to the Overview and Scrutiny Committee.

In March 2018 the Committee received a presentation from the council's Safeguarding Champion and Portfolio Holder for Highways, Wellbeing and Safety highlighting work carried out since March 2017.

The Committee were pleased to note that progress had been made on the recommendations it had made in respect of safeguarding when considering the annual report in 2017, in particular the planned safeguarding training session for Councillors and recommended that all Councillors complete the safeguarding training arranged by officers.

Air Quality Task Group

During scrutiny of the council's draft 2017/18 budget, the assistance of the Overview and Scrutiny Committee in preparing an Air Quality Strategy was requested by the council's Health, Parking and Community Safety service.

In response to this request and existing Member concerns over the state of air quality in the Borough, the Committee established a task group to research the causes and impacts of poor air quality and explore possible measures to reduce air pollution in the Borough.

The Task Group conducted a number of sessions to analyse evidence and best practice guidance from Public Health England and the National Institute for Clinical Excellence; and to put questions to officers.

Following the completion of its work, the task group submitted a total of 29 recommendations to the Committee, who endorsed the group's findings and made the recommendations in full to Cabinet. Cabinet agreed the recommendations in full in February 2018 and work is ongoing to prepare a strategy and action plan to put into effect the adopted recommendations. An update on implementation of the agreed recommendations will be reported to the Committee in September 2018.

2017/18 work programme

A draft timetable for the year's meetings is included below. This gives an indication of how the work programme can be incorporated alongside the Committee's standing item reports and other requirements.

Getting involved in Overview and Scrutiny

You can get involved in the Committee's work by:

- Making a suggestion for scrutiny
- Coming to a Committee meeting to hear the debate
- Putting forward your views as part of a scrutiny review

For more information about how to get involved you can email the scrutiny team at:

overviewandscrutiny@ashford.gov.uk

or go to:

www.ashford.gov.uk/overview-and-scrutiny.

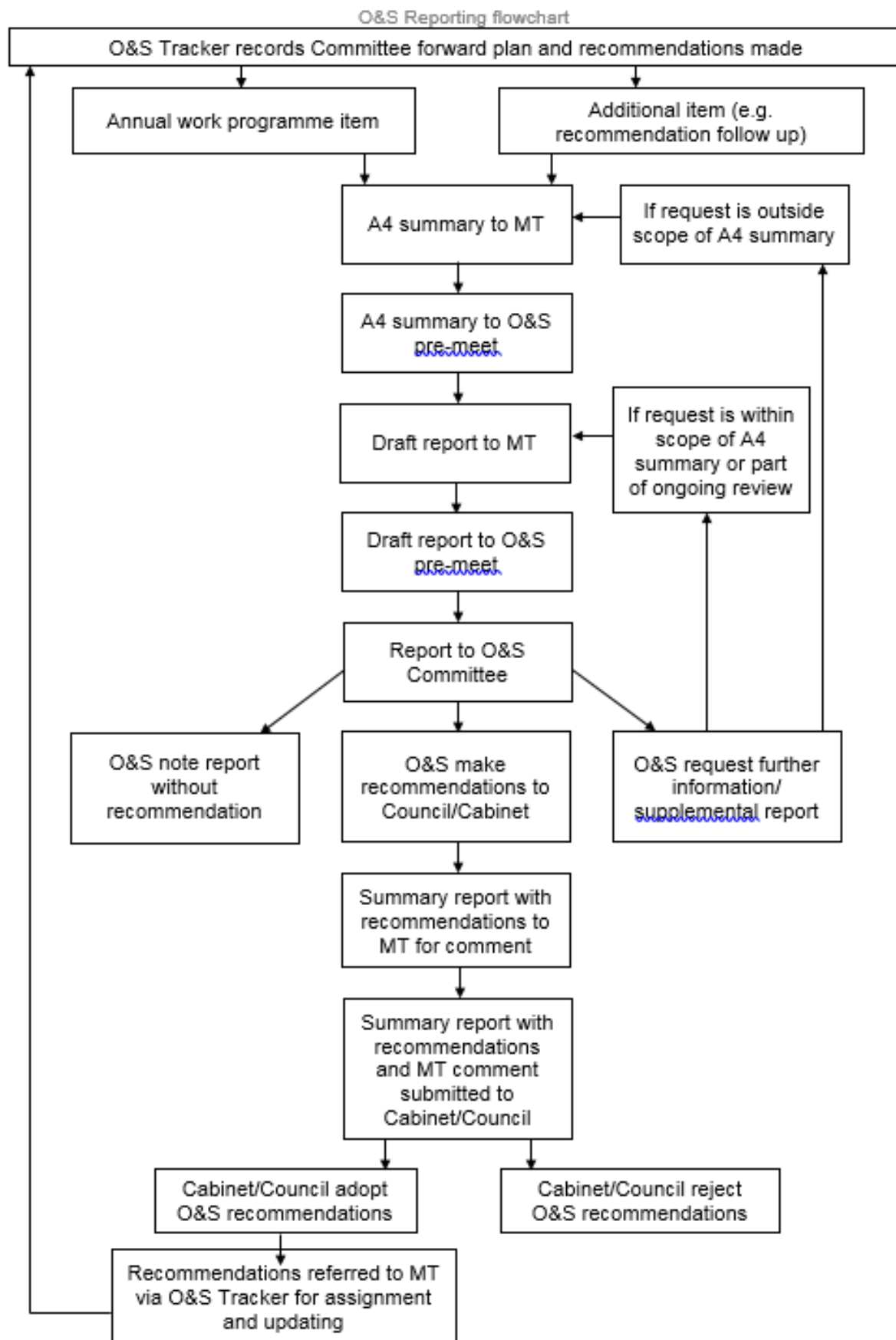
2018/19 municipal year work programme

Month	Agenda items	Details
May	ABC prop co. & TEB	Budget Scrutiny Task Group request for an overview of TEB and the governance arrangements of the Property Company.
	O&S annual report	Statutory requirement. To include work programme for 2018/19.
	Q4 performance	Quarterly and annual performance update for 2017/18 and noting new performance framework.
June	Universal Credit roll-out preparation	A report on preparations made by the council for the wider rollout of UC in Ashford.
	Annual Sickness Report 2018/19	An annual update on sickness absenteeism for the council's employees.
	Credit Unions	Kent Savers (Tenterden Branch) to be asked to update the Committee on the role and promotion of credit unions in the Borough.
July	RMCs and the CMO	Budget Scrutiny Task Group request for an overview of the CMO model compared to standard resident management company practices and the wider potential application of the CMO model.
	Q1 performance	Quarterly performance update.
September	BSTG kick off (MTFP)	A summary of the Medium Term Financial Plan following presentation to Cabinet.
	Air Quality strategy	An update on the implementation of the Air Quality strategy.
October	Housing Statement	An Overview of the council's Housing Statement following consultation.
	Q2 performance	Quarterly performance update.
November	Kent Fire and Rescue	KFRS to be asked to attend and present on their capacity and resources in light of a lack of voluntary support.
January	Universal Credit roll-out progress	An update report on the early impacts of the wider UC rollout in Ashford.
	BSTG final report	Findings of the Task Group for Committee approval and submission to Cabinet.
February	CSP update & Safeguarding	Annual updates to the Committee on the work of the Community Safety Partnership and the council's work on safeguarding adults and children at risk.

2018/19 municipal year work programme

Month	Agenda items	Details
	Q3 performance	Quarterly performance update.
March	Town Centre framework	Budget Scrutiny Task Group request for an overview of the town centre placemaking framework.
April	Void properties	Budget Scrutiny Task Group request for an overview of work undertaken to address void properties within the PSL sector.
	Broadband provision and planning	Committee request for an overview of the council's work on delivering high-speed broadband to new and existing properties within the Borough.
May	O&S annual report	Constitutional requirement. To include work programme for 2019/20.
	Q4 performance	Quarterly and annual performance update.

O&S reporting flowchart



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Overview and Scrutiny Committee

Report Tracker – 24 April 2018

Report Title	Date due to O&S	Reporting Service	Scope of what is to be scrutinised
The Trading and Enterprise Board & A Better Choice for Property Ltd	22 May 2018	Corporate Property and Projects/ Finance and IT	Following discussions raised during scrutiny of the 2018/19 draft budget, the report will present an overview of arms-length trading companies in local government; the progress of the Council's own trading company from inception to the present; details of the governance structures in place for the company; and information on the company's performance.
Overview and Scrutiny Annual Report and 2018/19 Work Programme	22 May 2018	Corporate Policy, Economic Development and Communications	The council's Constitution requires the O&S Committee to make an annual report to full Council. This report will summarise the Committee's work over the past year and detail its work programme for 2018/19.
Quarter 4 2017/18 Performance Report	22 May 2018	Corporate Policy, Economic Development and Communications	Information on what the council has achieved in quarter 4 of 2017/18 through its decision-making. Includes key performance data and advises of revisions to the council's performance monitoring processes for 2018/19.
Universal Credit roll-out preparation	26 June 2018	Finance and IT	An update for members on preparatory work carried out by the council in readiness for the expanded roll-out of Universal Credit in the borough.
Annual Sickness Report 2018/19	26 June 2018	HR & Customer Services	An annual update on sickness absenteeism for the council's employees.
Presentation from Kent Savers (Tenterden branch)	26 June 2018		The O&S Committee wishes to hear from Kent Savers on the role and promotion of credit unions in the Borough. This item was identified as part of the discussion on the Housing Framework Annual Report at the October 2017 Committee.

Resident Management Companies and the Chilmington Management Organisation	24 July 2018	CMO	Following discussions raised during scrutiny of the 2018/19 draft budget, the Committee requested an overview of the Chilmington Management Organisation model in comparison to a 'traditional' resident management company; and the wider potential application of the CMO model.
Quarter 1 2018/19 performance	24 July 2018	Corporate Policy, Economic Development and Communications	Information and analysis of performance against key performance indicators for the council for quarter 1 of 2018/19.
Scrutiny of the draft 2019/20 budget (Medium Term Financial Plan)	25 September 2018	Finance and IT	A summary of the Budget Scrutiny process and summary of the Medium Term Financial Plan will be presented to the Committee for Members to identify any overarching budgetary risks for consideration by the Budget Scrutiny Task Group.
Update on Implementation of Air Quality Strategy	25 September 2018	Corporate Policy, Economic Development and Communications	An update on the implementation of the council's Air Quality Strategy arising from the adopted Air Quality recommendations.
Housing Statement	23 October 2018	Housing/ Corporate Policy, Economic Development and Communications	An overview of the council's Housing Statement (reported to the Committee in October 2017) following consultation.
Quarter 2 2018/19 performance	23 October 2018	Corporate Policy, Economic Development and Communications	Information and analysis of performance against key performance indicators for the council for quarter 2 of 2018/19.
Kent Fire and Rescue Service	27 November 2018		Kent Fire and Rescue Service to be asked to attend and present on their capacity and resources in light of a lack of voluntary support.
Universal Credit roll-out progress	22 January 2019	Finance and IT	An update for Members on the early impacts and outputs of the wider Universal Credit roll-out in the borough.
Budget Scrutiny Task Group - Final report	22 January 2019	Corporate Policy, Economic Development and Communications/ Finance and IT	Presentation of the findings of the Budget Scrutiny Task Group for discussion and approval by the Committee.
Community Safety Partnership and Safeguarding updates	26 February 2019	Community Safety and Wellbeing/ Housing	Annual updates to the Committee on the work of the Community Safety Partnership and the council's work on safeguarding adults and children at risk.

Quarter 3 2018/19 performance	26 February 2019	Corporate Policy, Economic Development and Communications	Information and analysis of performance against key performance indicators for the council for quarter 3 of 2018/19.
Town centre framework	26 March 2019	Corporate Policy, Economic Development and Communications	Following discussions raised during scrutiny of the 2018/19 draft budget, the Committee has requested a report on the town centre placemaking framework
Void properties	23 April 2019	Housing	Following discussions raised during scrutiny of the 2018/19 draft budget, the Committee has requested a report on work undertaken to address void properties in the PSL sector.
Broadband provision and planning	23 April 2019	Corporate Policy, Economic Development and Communications/ Planning and Development	Following discussions raised during scrutiny of the 2018/19 draft budget, the Committee has requested a report on the council's work on delivering high-speed broadband to new and existing properties within the borough.
Overview and Scrutiny Annual Report and 2019/20 Work Programme	28 May 2019	Corporate Policy, Economic Development and Communications	The council's Constitution requires the O&S Committee to make an annual report to full Council. This report will summarise the Committee's work over the past year and detail its work programme for 2019/20.
Quarter 4 2018/19 performance	28 May 2019	Corporate Policy, Economic Development and Communications	Information and analysis of performance against key performance indicators for the council for quarter 4 of 2018/19.

Recommendation Tracker

Report				
Findings of the Air Quality Task Group – Cabinet minute 330/2/18 refers				
Recommendations	Accepted/ Rejected	Response	Implementation responsibility	Status
That the recommendations within the attached report be adopted as the basis for an Air Quality Strategy for the Borough.	Accepted	An action plan and strategy encompassing the agreed recommendations is currently in preparation and will shortly be submitted to Management Team for approval. An update report will be presented to the Overview and Scrutiny Committee in September 2018	Management Team	Ongoing

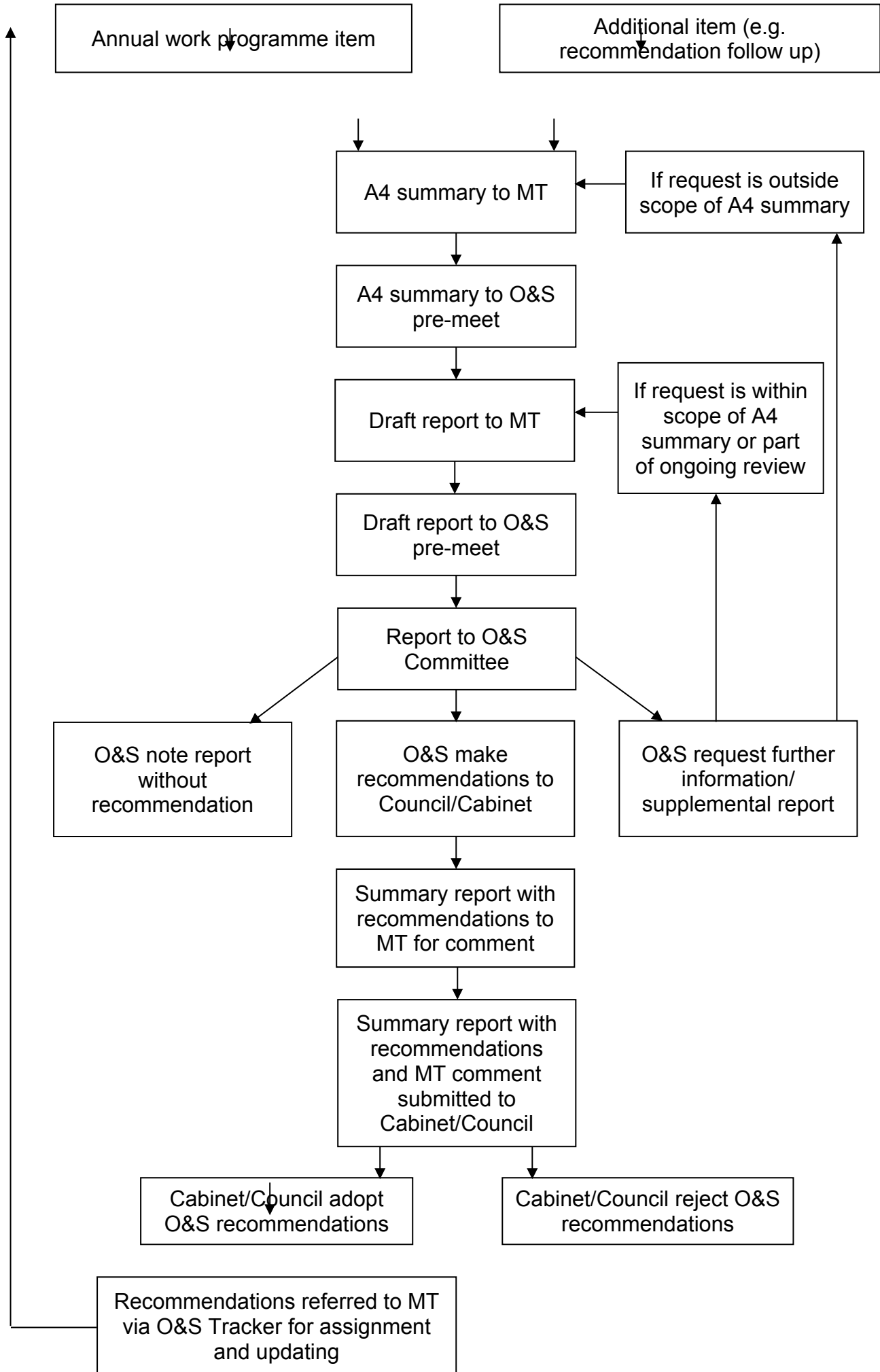
Report

Commercial Investment

Recommendations	Accepted/ Rejected	Response	Implementation responsibility	Status
Financial Reports including Red Book valuations are prepared annually in accordance with UK GAAP for management purposes. The output to include normal commercial property metrics and risk registers, such as estimated rental value and covenant strength of tenants.				
A framework document should be prepared setting out social value yield and return targets for the Council's Property Strategy.				
A clear list of investment and social worth objectives to be included for each investment and reported on annually.				

O&S Reporting flowchart

O&S Tracker records Committee forward plan and recommendations made



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