



# OVERVIEW AND SCRUTINY COMMITTEE

Notice of a Meeting, to be held in the Civic Centre, Tannery Lane, Ashford, Kent, TN23 1PL on Tuesday, 10th October, 2023 at 7.00 pm.

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The Members of the Overview and Scrutiny Committee are:-

Councillor Bell (Chair)  
Councillor Chilton (Vice-Chair)

Cllrs. Arnold, Bartlett, Buchanan, Feacey, Joseph, Ledger, Meaden, Michael, Shilton and Suddards.

## Agenda

Page Nos..

1. **Apologies/Substitutes**  
To receive Notification of Substitutes in accordance with Procedure Rule 1.2 (c)
  2. **Declarations of Interest** 3 - 4  
To declare any interests, which fall under the following categories, as explained on the attached document:
    - a) Disclosable Pecuniary Interests (DPI)
    - b) Other Significant Interests (OSI)
    - c) Voluntary Announcements of Other Interests

See Agenda Item 2 for further details
  3. **Minutes of the last Meeting** 5 - 10  
To approve the Minutes of the last Meeting
  4. **Waste Contract Implementation**  
Waste Contract Implementation - Presentation
  5. **Budget Scrutiny Task Group Membership**
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6.	<b>Cabinet schedule of key decisions</b>	11 - 18
7.	<b>O&amp;S Work Programme</b>	19 - 22

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## 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 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 alone, such as:

- Membership of amenity societies, Town/Community/Parish Councils, residents' groups or other outside bodies that have expressed views or made representations, but the Member was not involved in compiling or making those views/representations, 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: Where an item would be likely to affect the financial position of a Member, relative, close associate, employer, etc.; OR where an item is an application made by a Member, relative, close associate, employer, etc., there is likely to be an OSI or in some cases a DPI. ALSO, holding a committee position/office within an amenity society or other outside body, or having any involvement in compiling/making views/representations by such a body, may give rise to a perception of bias and require the Member to take no part in any motion or vote.]

### **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](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 alongside the Council's Good Practice Protocol for Councillors dealing with Planning Matters. See <https://www.ashford.gov.uk/media/2098/z-word5-democratic-services-constitution-2019-constitution-of-abc-may-2019-part-5.pdf>
- (c) Where a Member declares a committee position or office within, or membership of, an outside body that has expressed views or made representations, this will be taken as a statement that the Member was not involved in compiling or making them and has retained an open mind on the item(s) in question. If this is not the case, the situation must be explained.

**If any Member has any doubt about any interest which he/she may have in any item on this agenda, he/she should seek advice from the Director of Law and Governance and Monitoring Officer, or from other Solicitors in Legal and Democracy 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 & Scrutiny Committee held in Committee Room No. 2, Civic Centre, Tannery Lane, Ashford on the **12<sup>th</sup> September 2023**.

### Present:

Cllr. Bell (Chair),  
Cllr. Chilton (Vice-Chair).

Cllrs. Bartlett, Mrs. C. Bell, Feacey, Joseph, Ledger, Meaden, Michael, C. Suddards.

In accordance with Procedure Rule 1.2(c), Cllr Mrs C. Bell attended as Substitute Member for Cllr. Shilton.

### Apologies:

Cllrs. Arnold, Buchanan, Shilton.

### In attendance:

Assistant Director Planning and Development, Head Of Policy and Performance, Digital Transformation Manager, Scrutiny and Partnerships Manager, Member Services Officer.

### Also in Attendance (virtually)

Cllr. Harman

Senior Governance & Data Protection Officer

## 130 Declarations of Interest

Cllr	Interest	Minute No
Bell	Made a Voluntary Announcement that he was a Member of Biddenden Parish Council	136
Feacey	Made a Voluntary Announcement that he was Chair of Ashford Volunteer Centre and Chair of Ashford International Development Company	133

## 131 Minutes

### Resolved:

**That the Minutes of the Meeting of this Committee held on the 11<sup>th</sup> July 2023 be approved and confirmed as a correct record.**

## **132 Update on Future System Upgrades with Arcus Global**

The Assistant Director Planning and Development and the Digital Transformation Manager gave a presentation to the Committee, which outlined the following areas:

- Public Register (Improvements)
- Delivering Phase 2, Overarching Vision and Delivery Times
- System History
- Project Progress
- Incorporating Lessons Learnt

The report was then opened up to the Committee and the following questions and points were raised: -

- The Digital Transformation Manager and Community Safety and Wellbeing Manager would be signing off the User Acceptance Testing, and this had been ratified by the Director of Health and Wellbeing and the Project Management Group.
- The website featured a feedback section for users to comment on changes and/or improvements they would like to see.
- History of planning applications would be kept, in accordance with certain statutory requirements but consideration was needed as to how much historical information would be published.
- The project had kept within the budget, but the timeframe had slipped slightly. It was anticipated though that this would be brought back in line when the data mapping and end of user testing overlapped.
- Reporting from Arcus would be circulated to the Director of Place, Space and Leisure and the Assistant Director Planning and Development.
- There would be a future opportunity for staff and other groups including external users to test the system.

### **Resolved:**

**That the update be received and noted**

## **133 Corporate Performance Report Q1**

The Senior Governance & Data Protection Officer introduced the report, which covered the themes and broad priorities as represented in the current corporate plan, including Green Pioneer, Caring Ashford, Targeted Growth and the Council's underlying principles and key performance measures. Whilst progress generally remained strong across the measures, there were areas where increased focus would prove beneficial. Homelessness triage cases remained high and the corporate property occupancy rate had dipped, and this was not surprising when considering the ongoing cost of living squeeze.

The positives within the report included recycling rates returning to exceed target in the period and planning measures beginning to move positively over the coming quarters with the nutrient neutrality issues looking to be progressing towards a national resolution.

The report was then opened up to the Committee and the following questions and points were raised: -

- A Member highlighted the Electrical Recycling amnesty projects and asked if this meant that households would no longer be able to include small electrical recycling with the normal waste collections. The Senior Governance & Data Protection Officer advised that the Electrical Recycling projects focussed more on repairing and re-use. The Member asked that the Committee receive a more in depth answer, in order to be able to circulate to residents. The Head of Policy and Performance advised that extra funding had been sourced for this project.
- Concerning the proposal for a travel plan for ABC staff on Page 20 of the agenda, a Member stated that this had previously been considered. The Senior Governance & Data Protection Officer explained that there were several initiatives being considered in line with the forthcoming office move to International House, but more information could be sought.
- The Chairman highlighted the recycling rate, and suggested increasing it to 55%, with a view to reaching the forthcoming target of 65% in approx. fifteen years time. The 55% recycling target was previously met in 2021/2022. He requested that a recommendation be made to Council, and a change be made to the Constitution that the Special Responsibility Allowance (SRA) for the Portfolio Holder should be linked to achieving that target. A Member considered that this would be problematic since recycling rates were connected to the education of residents. Members agreed the target should be increased, but some reflected that the SRA should not be solely linked to that target figure, but it was an interesting concept. The Chairman proposed the recommendation that the target be raised to 55% with a view to increasingly raising the target to eventually reach 65%. In addition, 20% of the SRA payment would be dependent on that rate being achieved. The Head of Policy and Performance advised that Waste Contract Implementation would be coming to the October committee meeting. Some issues had been raised at a recent Cabinet meeting regarding changes to legislation in the future and some Members felt that the proposal was being presented too hastily. The Chairman was keen to make the proposal now. Eight Members voted in favour of the motion, one abstained, one voted against.
- A Member expressed disappointment that Portfolio Holders (PH) were not present at the committee meeting. She acknowledged that the Corporate Performance Report covered a wide range of topics and areas, but for future meetings felt it would be helpful for the PH to attend. Other Members agreed and suggested the Chairman write to all PH'S. The Vice-Chair proposed a change to the Constitution to include mandatory participation at meetings concerning their Portfolio. A Member raised concerns about this and said that

invites should be sent from the Chairman and to consider that people are busy with other commitments. The Chairman suggested that PH's should attend each quarter when the Performance Report was included on the agenda. The Vice-Chair added that this was a historical problem and dated back to when he was Chair of O&S. The Vice-Chair made the proposal that a change to the Constitution be made to include mandatory participation by PH's at meetings concerning their Portfolio. Seven Members voted in favour and three Members abstained from the vote.

- The Chair then made a proposal for Cabinet that the current expectation that staff work in the office two days a week be increased to three days a week. He added that the aspiration would be four days a week and that productivity be reported quarterly via the Performance report. The Head of Policy & Performance asked for clarity around which agenda item this proposal related to and the Chair advised it was under the Corporate Performance report. A Member asked whether any contractual arrangements were in place, and was advised that the expectation was around two days per week. The Council took a mixed approach and had various flexible working policies in place for staff. Some Members had attended a meeting regarding the move to International House where space and cost implications were discussed, and this could have some bearing on what was being proposed. The Chairman confirmed that this was not a mandate to change the constitution; this was just a proposal to Cabinet. A Member reminded the Chair that the Committee had already requested scrutiny of Productivity, Staff Morale and Hybrid Working and the report was due to come to the Committee in Spring 2024. He expressed concern that staff morale could plummet if these changes be proposed before the Task Group had begun to scrutinise the topic, and gained insight from or consult with staff and management. The Scrutiny and Partnerships Manager added the report had now been brought forward and would be actually coming to the Committee in February 2024. She suggested exploring what other Local Authorities (LA) were implementing, but the Chair stated that some LA's were often slow to take the lead. A Member expressed his apprehension over staff wellbeing and said that LA's were already short-staffed, so this needed to be managed very carefully. The Chair reiterated that this proposal was to go to Cabinet, but agreed that the proposal be deferred until the committee had sight of the report.

**Recommended:**

- That**
- i) the report be received and noted**
  - ii) the Cabinet be requested to raise the recycling target to 55%.**
  - iii) Full Council be requested to seek a constitutional change so that 20% of the Special Responsibility Allowance for the relevant Portfolio Holder was dependent on the achievement of the recycling target.**



- iv) **Full Council be requested to seek a change to the Constitution to include mandatory participation by PH's at meetings concerning their Portfolio**

## **134 Residents Survey and Analysis**

The Head of Policy and Performance presented this item to the Committee, and the presentation outlined the following information:

- Introduction
- Demographic Spread: Gender and Economic Groups
- Distribution of Age Groups
- Responses to Questions asked
- Summary of Results
- Next Steps

The presentation was then opened up to the Committee and the following questions and points were raised: -

- The issue of cashless car parks was raised and a Member said that a request had been made to maintain at least one coin machine in each car park.
- A Member spoke about the consultation gender imbalance for responses and ensuring the sample was representative.
- The Chairman spoke about the potential plans for the Ashford Monitoring Centre (AMC) and suggestions regarding camera monitoring. A Member commented that the AMC had been invaluable during an incident on the High Street whereby some individuals had baseball bats and machetes, and the AMC were able to notify police and get them quickly to the scene. Investment in new equipment had been made to the AMC, and it was imperative that real time monitoring was in force. The Scrutiny and Partnerships Manager told the Committee that AMC featured on the Tracker for an agenda item and had been brought forward to the next O&S committee meeting and this would include information on savings options, so this could prove a better opportunity to review this item. The Chairman said in that case that the mandate would not be put forward to Cabinet, but the recommendation to Cabinet would stand that the suggestion (that AMC be made into a remote Centre) should not be pursued.
- The Chairman went onto to speak about the Chief Executive's Newsletter publication, and said he believed this was better received by residents because an ABC Officer had produced it, as opposed to any newsletters written by Councillors. He sought to pass a motion to amend the Constitution to run the Council for the next twelve months as if in a run up to an election and only publications including images of and announcements by Officers be circulated to residents. The Head of Policy and Performance was uncertain that Newsletters formed part of the Constitution. Members expressed their concerns and the Vice-Chair said he felt it would be unfair to expect Officers to defend and implement decisions that had been made by Councillors

elected by the public. The Chairman re-considered and withdrew that motion.

- The low response rate to the survey was discussed and the parameters around that.

**Recommended:**

**That Cabinet be requested to not pursue the suggestion that AMC be reformed into a remote Centre.**

## **135 Consultation and Engagement Review**

**Resolved:**

**That the report be received and noted.**

## **136 O&S Tracker 2023 to 2024**

The Scrutiny and Partnerships Manager introduced the report and said that South East Water had been invited to attend the November committee meeting; they had requested that questions be submitted in advance, via email to her. The Chairman asked if residents and businesses that were affected by the recent water stoppages including restaurants and farmers, could be asked for their observations in advance of the meeting. Compensation for residents was also a topic for consideration. The Chairman added that it might be beneficial to invite Parish Councils to view the meeting.

Infrastructure was an area that could also be considered to be put on the Tracker.

**Resolved:**

**That the Tracker be received and noted.**

**CABINET  
SCHEDULE OF KEY DECISIONS TO BE TAKEN**

The following Key Decisions will be taken by Ashford Borough Council's Cabinet on the dates stated.

Ashford Borough Council's Cabinet is made up of: - Councillors Noel Ovenden; Steve Campkin; Bill Barrett; Simon Betty; Linda Harman; Heather Hayward; Dawnie Nilsson; Kate Walder; and Liz Wright.

Copies of the reports and any other relevant documents that are submitted to the Cabinet in connection with a proposed decision will be available for inspection, five clear days before the decision at <https://ashford.moderngov.co.uk>

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
<b>28th September 2023</b>					
Corporate Performance Report	<i>The report seeks to give Members and the Borough's residents an overview of how the Council is performing. It seeks to do this in a transparent and easily-accessible manner, giving a key performance 'snapshot'.</i>	Cllr Hayward	Tom Swain	Open	30/9/22
Update on the Broadband and Digital Infrastructure improvements in the Ashford Borough	<i>To update on projects and initiatives to improve broadband in the Borough and outline the work that the team suggests can take place in the coming year.</i>	Cllr Ovenden	Thomas Jenkins	Open	30/9/22
Updated Senior Structure	<i>To review and update the structure at a Senior Management level.</i>	Cllr Ovenden/ Nilsson	Tracey Kerly	Open (Exempt Appendix)	11/4/23

<b>Decision Item</b>	<b>Report Summary</b>	<b>Relevant Portfolio Holder</b>	<b>Report Author</b>	<b>Open or Exempt</b>	<b>Added to Schedule</b>
Civic Centre Relocation	<i>To request approval to move forward with the first two phases of the project to achieve the maximum savings - Phase 1 moving the office side to IH and Phase 2 to move the Civic Suite side to International House.</i>	Cllr Betty/Ovenden/Nilsson	Hannah Clayton-Peck	Open	11/4/23
Anti-Social Behaviour Policy	<i>To approve the reviewed ASB policy in order to ensure a clear organisational approach and commitment to managing and addressing ASB within the borough for private residents and housing tenants. The policy will set out the obligations of all stakeholders including the CSU, Housing, Kent Police and Members.</i>	Cllr Wright/Barrett	Laurel Niven	Open	14/12/22
<b>26<sup>th</sup> October 2023</b>					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report.</i>	Cllr Ovenden	Lee Foreman	Open	28/11/22
Council Tax Base 2024/25	<i>To present for approval the estimated 2024/25 Council tax base calculation for the Borough and each parished area, on which the major preceptors and local Parish Councils will base their requirements.</i>	Cllr Ovenden	Jo Stocks	Open	28/11/22
Medium Term Financial Plan	<i>To ask Cabinet to note the Medium Term Financial Plan ahead of this year’s Budget process.</i>	Cllr Ovenden	Lee Foreman	Open	28/10/22

<b>Decision Item</b>	<b>Report Summary</b>	<b>Relevant Portfolio Holder</b>	<b>Report Author</b>	<b>Open or Exempt</b>	<b>Added to Schedule</b>
Housing Revenue Account (HRA) Business Plan 2023-2053 (including Financing and Affordable Homes Programme)	<i>To detail the financial position in the HRA and ask Members to agree Housing's priorities for the next year.</i>	Cllr Barrett	Jo Stocks/Mark James	Open (Exempt Appendix)	16/12/22
Annual Commercial Property Update - 2022/23	<i>To advise of the revenue performance of the Council's corporate property portfolio during the last financial period and to advise of proposals to increase profitability in the coming financial period.</i>	Cllr Betty	Eloise Duffy	Open	28/10/22
Update on Levelling Up Funding and Newtown Works Development	<i>To update on the progress in drawing down the Levelling Up Funding, the works undertaken to date, the current programme for the development and the risks for the project.</i>	Cllr Betty	Andrew Osborne	Open	3/2/23
<b>30<sup>th</sup> November 2023</b>					
Corporate Performance Report	<i>To give Members and residents an overview of how the council is performing with a key performance 'snapshot'.</i>	Cllr Ovenden/Hayward	Tom Swain	Open	28/11/22
Draft Budget 2024/25	<i>To present the preliminary draft service budget and outline MTFP for the purposes of subsequent formal scrutiny by the O&amp;S Task Group and public consultation.</i>	Cllr Ovenden	Lee Foreman	Open	28/11/22

<b>Decision Item</b>	<b>Report Summary</b>	<b>Relevant Portfolio Holder</b>	<b>Report Author</b>	<b>Open or Exempt</b>	<b>Added to Schedule</b>
Brompton Development	<i>To update of the progress of the discussions with both Brompton and the Developer in bringing forward the proposed development including the setting up a of joint venture company.</i>	Cllr Betty	Paul McKenner	Open	28/7/22
Nutrient Neutrality Solution		Cllr Harman	Paul McKenner	Open	27/7/23
Ashford Borough Council RIPA Policy	<i>To introduce the newly drafted RIPA policy which has been updated to reflect any change in legislation or practice.</i>	Cllr Walder	Samantha Clarke	Open	11/4/22
Corporate Asbestos Management Policy, Procedure and Management Plan	<i>To seek approval for the revised Asbestos Management Policy, Procedure and Plan.</i>	Cllr Betty	Victoria Couper-Samways	Open	14/6/23
Rural England Prosperity Fund Grants Policies		Cllr Betty	Thomas Jenkins	Open	20/9/23
Temporary Accommodation Charging Policy		Cllr Barrett	Amanda Gill	Open	20/9/23
Temporary Accommodation Placement Policy		Cllr Barrett	Amanda Gill	Open	20/9/23

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
<b>21<sup>st</sup> December 2023</b>					
<b>25<sup>th</sup> January 2024</b>					
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Ovenden	Nic Stevens	Open (Exempt Appendix)	27/1/23
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Ovenden	Lee Foreman	Open	24/2/23
<b>22<sup>nd</sup> February 2024</b>					
Revenue Budget 2024/25	<i>To present the draft revenue budget for 2024/25 to the Cabinet for recommendation to Council.</i>	Cllr Ovenden	Lee Foreman	Open	24/2/23
Corporate Performance Report	<i>The report seeks to give Members and the Borough’s residents an overview of how the Council is performing. It seeks to do this in a transparent and easily-accessible manner, giving a key performance ‘snapshot’.</i>	Cllr Ovenden/ Hayward	Tom Swain	Open	24/2/23
Parking Strategy		Cllr Campkin	Alison Oates	Open	1/12/22

Decision Item	Report Summary	Relevant Portfolio Holder	Report Author	Open or Exempt	Added to Schedule
<b>21<sup>st</sup> March 2024</b>					
Annual Pay Policy Statement (including Review for 2024/25)	<i>A review of the annual Pay Policy Statement and Ashford Living Wage Allowance.</i>	Cllr Nilsson	Michelle Pecci/ Joy Cross	Open	31/3/23
<b>25<sup>th</sup> April 2024</b>					
Allocations Policy		Cllr Barrett	Amanda Gill	Open	20/9/23
<b>30<sup>th</sup> May 2024</b>					
<b>27<sup>th</sup> June 2024</b>					
Corporate Plan Annual Report 2023/24	<i>To present the Annual Report 2023/24 highlighting performance against the Corporate Plan priorities.</i>	Cllr Ovenden/ Hayward	Tom Swain	Open	30/6/23
Final Outturn 2023/24	<i>Final budget outturn for previous financial year.</i>	Cllr Ovenden	Lee Foreman	Open	30/6/23
<b>25<sup>th</sup> July 2024</b>					
Financial Monitoring – Quarterly Report	<i>Quarterly budget monitoring report</i>	Cllr Ovenden	Lee Foreman	Open	30/9/22



<b>Decision Item</b>	<b>Report Summary</b>	<b>Relevant Portfolio Holder</b>	<b>Report Author</b>	<b>Open or Exempt</b>	<b>Added to Schedule</b>
Revenues & Benefits Recommended Write-Offs Schedule	<i>Proposed formal write-off of debts</i>	Cllr Ovenden	Nic Stevens	Open (Exempt Appendix)	30/7/22
29 <sup>th</sup> August 2024					
<b>KEEP CLEAR FOR HOLIDAYS</b>					

***If you wish to contact a Report Author by email, unless stated otherwise, the addresses are;  
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25/9/23

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## Overview and Scrutiny Committee

### Work Programme 2023 to 2024

Current Work Programme			
Report Title	Date due to O&S	Reporting Service	Scope of what is to be scrutinised
Update on Future System Upgrades with Arcus Global	September 2023	Planning and Development	The Committee expected to receive updates on the next phase of system upgrades with Arcus Global in the Planning and Development Service and Safety and Wellbeing Service.
Corporate Performance Report Q1	September 2023	Policy and Performance	Quarterly Performance Report in relation to Quarter 1. Information on what the Council has achieved through its decision making; key performance data and wider contextual information.
Residents Survey and Analysis	September 2023	Policy and Performance	The Committee requested a presentation regarding the latest results and analysis of the latest Residents Survey.
Consultation and Engagement Recommendations Update	September 2023	Policy and Performance	A report to update the Committee on the progress of recommendations made by the Consultation and Engagement Task Group.
Council Finance, Budget and Commercial Scrutiny	26 <sup>th</sup> September 6-8pm	Centre for Governance and Scrutiny (external)	This session will help Members of scrutiny to recognise the vital role of scrutiny in helping to constructively test and challenge to council's corporate priorities and the robustness of financial planning to support them. Members should gain an understanding of how scrutiny can test assumptions, risks and pressures that underline budgets

			and medium-term financial plans. This session will also help Members to develop questioning strategies to test budget and financial plans and hold to account political decision makers for the delivery of their plans.
Waste Contract Implementation	October 2023	Environment, Property and Recreation	A presentation regarding the recent waste contract implementation, the councils recycling rate and goals and updates on issues relating to bin stores and fly tipping collection rates.
Budget Scrutiny Task Group Membership	October 2023	-	An item to agree Membership for the Budget Scrutiny Task Group.
Using information and developing effective questioning skills	17 <sup>th</sup> October 2023	Centre for Governance and Scrutiny (external)	This session, hosted by the Centre for Governance & Scrutiny, will provide an opportunity for members to acquire or develop their questioning techniques in a scrutiny setting. The seminar will cover how effective, organised and prepared questioning can significantly improve member contributions and overall success of scrutiny sessions.
Community Safety Update	November 2023	Safety and Wellbeing	A presentation will be brought forward to provide an update on Community Safety and also the options moving forward, including savings for the Ashford Monitoring Centre.
Freedom Leisure at the Stour Centre	November 2023	Environment, Property and Recreation	Members would like information regarding overall service delivery including general maintenance and cleanliness.
Savings Plan Progress – 1st Quarter 2023/24	November 2023	Finance, IT and Digital	O&S agreed to monitor the delivery of the proposed savings identified on an ongoing and regular basis.
Corporate Performance Report Q2	November 2023	Policy and Performance	Quarterly Performance Report in relation to Quarter 2. Information on what the Council has achieved through its decision making; key performance data and wider contextual information.
Leader's vision and priorities for the next Corporate Plan	December 2023	Chief Executive	The Leader is invited to attend and discuss the vision and priorities for the next Corporate Plan,

Equalities , Diversity and Inclusion	December 2023	Policy and Performance	An overview report of what has been done so far towards promoting equalities, diversity and inclusion at the council.
Housing Delivery and Management	December 2023	Housing	A presentation regarding the delivery of units and housing management operations, including an update on the repairs arrangements.
Budget Scrutiny Meetings 2024/25	December 2023 to January 2024	Policy and Performance Finance, IT and Digital	Scrutiny of the draft budget 2024/25 will take place over three or four meetings during December and January.
Final Report of the Budget Scrutiny Task Group	February 2024	Finance, IT and Digital	A final report and findings from the annual Budget Scrutiny Task Group will be submitted, including any recommendations for consideration by Cabinet.
Hybrid Working and Productivity Update	February 2024	HR, Customer Services, Communications and Digitalisation	An update presentation on a report received by the Committee last September regarding hybrid working and productivity.
Safeguarding Update	February 2024	Safety and Wellbeing	Annual update to the committee on the council's work on safeguarding adults and children at risk.
Community Safety Partnership Update	February 2024	Safety and Wellbeing	A review of the decisions made and action taken in connection with the discharge of crime and disorder functions by the members of the Community Safety Partnership. The Committee operates as the designated Crime and Disorder Committee for the council.
Corporate Performance Report Q3	February 2024	Policy and Performance	Quarterly Performance Report in relation to Quarter 3. Information on what the Council has achieved through its decision making; key performance data and wider contextual information.

Productivity, Staff Morale and Hybrid Working Task Group	Spring 2024	HR, Customer Services, Communications and Digitalisation	The Committee wished to set up a Task Group to look at workforce productivity, staff morale, remote working (including the remote working/hybrid model proposed for the move to international house).
O&S Annual Report	May 2024	Policy and Performance	A report to summarise the work undertaken by the Committee during the last municipal year.
Annual Performance Report	May 2024	Policy and Performance	A report to summarise the council's performance during the last municipal year.
Enforcement Review	TBC	Safety and Wellbeing	The findings of the enforcement review will be brought forward to the Committee once the review has concluded.