

## 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

<b>Recommendations</b>	<b>Accepted/ Rejected</b>	<b>Response</b>	<b>Implementation responsibility</b>	<b>Status</b>
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

