

## Overview and Scrutiny Committee

### Report Tracker – 26 June 2018

| Report Title  | Date due to O&S   | Reporting Service   | Scope of what is to be scrutinised   |
|---|-------------------|---|--|
| 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 on Credit Unions   | 26 June 2018      |   | The O&S Committee to hear from Kent Savers and Tenterden Community Hub 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.  |

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| Housing Statement                                     | 23 October 2018  | Housing/<br>Corporate Policy,<br>Economic Development<br>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,<br>Economic Development<br>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,<br>Economic Development<br>and Communications/<br>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<br>Wellbeing/<br>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,<br>Economic Development<br>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,<br>Economic Development<br>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,<br>Economic Development<br>and Communications/<br>Planning and<br>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. |

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| 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. |                    | Cabinet considered this recommendation at its meeting of 14 June 2018 and advised that it was minded not to adopt at this stage to allow for further examination of implications and costs, before consideration is given to whether they can be adopted.  |                               |         |

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| <p>A framework document should be prepared setting out social value yield and return targets for the Council's Property Strategy.</p> |  | <p>Cabinet considered this recommendation at its meeting of 14 June 2018 and advised that it was minded not to adopt at this stage to allow for further examination of implications and costs, before consideration is given to whether they can be adopted.</p> |  |  |
| <p>A clear list of investment and social worth objectives to be included for each investment and reported on annually.</p>            |  | <p>Cabinet considered this recommendation at its meeting of 14 June 2018 and advised that it was minded not to adopt at this stage to allow for further examination of implications and costs, before consideration is given to whether they can be adopted.</p> |  |  |

O&S Reporting flowchart

O&S Tracker records Committee forward plan and recommendations made

