

Overview and Scrutiny Committee

Report Tracker – 28 August 2018

Report Title	Date due to O&S	Reporting Service	Scope of what is to be scrutinised
A Better Choice for Property Ltd	28 August 2018	Finance and IT; Corporate Property and Projects	The findings of the company's auditors; the history of the company business plan changes; the governance of the company and TEB and their independence of Cabinet/Council following the change in directorship; and the Committee's previous recommendations to Cabinet.
Quarter 1 2018/19 performance	25 September 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.

Items for future consideration

Community Toilet Scheme performance		Environment and Land Management	The Committee would like an overview of the performance of the Community Toilet Scheme.
Aspire performance		Environment and Land Management	The Committee would like an overview of the performance and development of Aspire Landscape Management.
Staff Resources – Legal & Democratic and Planning & Development		Legal and Democratic; Planning and Development	Requested to be considered by the Budget Scrutiny Task Group
Future plans for public transport		Community Safety and Wellbeing	Requested by the Vice-Chairman in regard to the use of low emission and fit for purpose buses in Ashford
Ashford Waste Water Treatment Works		Community Safety and Wellbeing	Requested by the Leader in regard to odours impacting on the quality of residents' lives in Kennington/Little Burton Farm

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 – Cabinet minute 38/6/18 refers				
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. <i>An update paper will be presented to the Cabinet at its meeting of 13 September 2018</i>		

<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><i>An update paper will be presented to the Cabinet at its meeting of 13 September 2018</i></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> <p><i>An update paper will be presented to the Cabinet at its meeting of 13 September 2018</i></p>		

Report

A Better Choice for Property Ltd – Cabinet minute 99/7/18 refers

Recommendations	Accepted/ Rejected	Response	Implementation responsibility	Status
<p>The six monthly updates to TEB should include a table setting out affordable social rented property, local needs housing and specific accommodation for vulnerable people provided by the property company</p>		<p>Cabinet considered this recommendation at its meeting of 12 July 2018 and noted that none of these elements were provided by the property company and that this was not the purpose for setting it up. Cabinet resolved that it would note the recommendation for further examination and report back to the Chairman of the Overview and Scrutiny Committee in due course.</p>		

<p>TEB's right to appoint or remove Directors of the company is no longer subject to approval by the Leader.</p>		<p>Cabinet considered this recommendation at its meeting of 12 July 2018 and resolved that it would note the recommendation for further examination and report back to the Chairman of the Overview and Scrutiny Committee in due course.</p>		
<p>An experienced non-executive Director be appointed to the property company to minimise the risk of governance failings</p>		<p>Cabinet considered this recommendation at its meeting of 12 July 2018 and resolved that it would note the recommendation for further examination and report back to the Chairman of the Overview and Scrutiny Committee in due course.</p>		
<p>A firm be appointed to carry out a review of the tax affairs of the property company and address whether the UK Corporate Interest Restriction rules apply to the property company as it is 'grouped' with the council and whether the Criminal Finances Act 2017 could apply to councillors.</p>		<p>Cabinet considered this recommendation at its meeting of 12 July 2018 and resolved that it would note the recommendation for further examination and report back to the Chairman of the Overview and Scrutiny Committee in due course.</p>		
<p>The financial regulations of the company are changed to ensure that a Director can no longer act singularly to purchase property.</p>		<p>Cabinet considered this recommendation at its meeting of 12 July 2018 and resolved that it would note the recommendation for further examination and report back to the Chairman of the Overview and Scrutiny Committee in due course.</p>		

Report

Kent Savers

Recommendations	Accepted/ Rejected	Response	Implementation responsibility	Status
The Cabinet instruct officers to work with Kent Savers to establish a working relationship and identify ways in which the council and Kent Savers can work together with particular reference to homelessness prevention and relief.				
The council contribute a subordinated loan of £10,000 to Kent Savers to support their work.				
<i>Additional recommendation by Management Team:</i> The Cabinet actively promote Kent Savers to residents and council staff.				

Report

Chilmington Management Organisation

Recommendations	Accepted/ Rejected	Response	Implementation responsibility	Status
Where development are granted planning permission within which a management company will be established, planning conditions should be stipulated which will require that the local planning authority be notified of the management company's formation and registration with Companies House. Developers must also detail how residents will be involved in the management of the company and their rights, and the Local Planning Authority should approve this				

<p>Where developments are granted planning permission within which a management company will be established, planning conditions should be stipulated which require the developer to supply prospective occupiers of new dwellings with comprehensive information on the management arrangements for the development, including such information as:</p> <ul style="list-style-type: none"> • The Right to Manage (for leaseholders) • Residents' rights under a management company • Challenging a management company's mechanisms • Challenging service charge levels • The process for changing a management company 				
<p>The Council produce a 'Resident Trustee Pack' for occupiers of existing and new developments with a management company, including such information as:</p> <ul style="list-style-type: none"> • The Right to Manage (for leaseholders) • Resident's right under a management company • Challenging a management company's mechanisms • Challenging service charge levels • The process for changing a management company 				
<p>The Council establish and maintain a record of all Management Companies operating in the borough and the assets that these companies maintain</p>				

The Council lobby central Government to introduce a legal requirement for resident Management Companies to register with the relevant local planning authority				
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O&S Reporting flowchart

O&S Tracker records Committee forward plan and recommendations made

