

Date: 9 March 2020  
Our ref: Overview & Scrutiny Panel/Agenda  
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## OVERVIEW & SCRUTINY PANEL

**17 MARCH 2020**

A meeting of the Overview & Scrutiny Panel will be held at **7.00 pm on Tuesday, 17 March 2020** in the Council Chamber, Council Offices, Cecil Street, Margate, Kent.

### Membership:

Councillor R Bayford (Chairman); Councillors: Campbell (Vice-Chairman), Boyd, Coleman-Cooke, Hopkinson, Huxley, Moore, Paul Moore, L Piper, Roper, Rusiecki, Keen, Rattigan and Scott

## AGENDA

Item  
No

Subject

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTERESTS** (Pages 3 - 4)  
To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest advice attached to this Agenda. If a Member declares an interest, they should complete the [Declaration of Interest Form](#)
3. **MINUTES OF PREVIOUS MEETING** (Pages 5 - 10)  
To approve the Minutes of the Overview and Scrutiny Panel meeting held on 20 February 2020, copy attached.
4. **CABINET MEMBER PRESENTATION - CREMATORIUM SERVICES**
5. **OVERVIEW & SCRUTINY PANEL ANNUAL REPORT TO COUNCIL 2019/20** (Pages 11 - 22)
6. **REVIEW OF THE PANEL WORK PROGRAMME 2019/20** (Pages 23 - 34)
7. **FORWARD PLAN & EXEMPT CABINET REPORT LIST** (Pages 35 - 42)



Item  
No

Subject

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## **Do I have a Disclosable Pecuniary Interest and if so what action should I take?**

Your Disclosable Pecuniary Interests (DPI) are those interests that are, or should be, listed on your Register of Interest Form.

If you are at a meeting and the subject relating to one of your DPIs is to be discussed, in so far as you are aware of the DPI, you **must** declare the existence **and** explain the nature of the DPI during the declarations of interest agenda item, at the commencement of the item under discussion, or when the interest has become apparent

Once you have declared that you have a DPI (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must**:-

1. Not speak or vote on the matter;
2. Withdraw from the meeting room during the consideration of the matter;
3. Not seek to improperly influence the decision on the matter.

## **Do I have a significant interest and if so what action should I take?**

A significant interest is an interest (other than a DPI or an interest in an Authority Function) which:

1. Affects the financial position of yourself and/or an associated person; or  
Relates to the determination of your application for any approval, consent, licence, permission or registration made by, or on your behalf of, you and/or an associated person;
2. And which, in either case, a member of the public with knowledge of the relevant facts would reasonably regard as being so significant that it is likely to prejudice your judgment of the public interest.

An associated person is defined as:

- A family member or any other person with whom you have a close association, including your spouse, civil partner, or somebody with whom you are living as a husband or wife, or as if you are civil partners; or
- Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors; or
- Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000;
- Any body of which you are in a position of general control or management and to which you are appointed or nominated by the Authority; or
- any body in respect of which you are in a position of general control or management and which:
  - exercises functions of a public nature; or
  - is directed to charitable purposes; or
  - has as its principal purpose or one of its principal purposes the influence of public opinion or policy (including any political party or trade union)

An Authority Function is defined as: -

- Housing - where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease; or
- Any allowance, payment or indemnity given to members of the Council;
- Any ceremonial honour given to members of the Council
- Setting the Council Tax or a precept under the Local Government Finance Act 1992

If you are at a meeting and you think that you have a significant interest then you **must** declare the existence **and** nature of the significant interest at the commencement of the matter, or when the interest has become apparent, or the declarations of interest agenda item.

Once you have declared that you have a significant interest (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote (unless the public have speaking rights, or you are present to make representations, answer questions or to give evidence relating to the business being discussed in which case you can speak only)
2. Withdraw from the meeting during consideration of the matter or immediately after speaking.
3. Not seek to improperly influence the decision.

## Gifts, Benefits and Hospitality

Councillors must declare at meetings any gift, benefit or hospitality with an estimated value (or cumulative value if a series of gifts etc.) of £25 or more. You **must**, at the commencement of the meeting or when the interest becomes apparent, disclose the existence and nature of the gift, benefit or hospitality, the identity of the donor and how the business under consideration relates to that person or body. However you can stay in the meeting unless it constitutes a significant interest, in which case it should be declared as outlined above.

## What if I am unsure?

If you are in any doubt, Members are strongly advised to seek advice from the Monitoring Officer or the Committee Services Manager well in advance of the meeting.

If you need to declare an interest then please complete the declaration of [interest form](#).

## OVERVIEW & SCRUTINY PANEL

**Minutes of the meeting held on 20 February 2020 at 7.00 pm in Council Chamber, Council Offices, Cecil Street, Margate, Kent.**

**Present:** Councillor Robert W Bayford (Chairman); Councillors Boyd, Coleman-Cooke, Hopkinson, Huxley, Moore, Paul Moore, L Piper, Roper, M Saunders and Scott

**In Attendance:** Councillors Whitehead, D Saunders, Rattigan, Wright and Yates

### **224. APOLOGIES FOR ABSENCE**

The following apologies were received:

Councillor Campbell;  
Councillor Parsons, substituted by Councillor Mave Saunders;  
Councillor Rusiecki.

### **225. DECLARATION OF INTERESTS**

There were no declarations made at the meeting.

### **226. MINUTES OF PREVIOUS MEETING**

Councillor Mave Saunders proposed, Councillor Paul Moore seconded and Members agreed the minutes as a correct record of the previous meeting that was held on 21 January 2020.

### **227. NO PRE DECISION ITEMS ON THIS AGENDA**

There were no Pre Decision items on this agenda.

### **228. CABINET MEMBER PRESENTATION - THE FUTURE OF COUNCIL HOUSING STOCK MANAGEMENT - AN UPDATE REPORT**

Councillor Whitehead, Deputy Leader and Cabinet Member for Housing & Safer Neighbourhoods, presented an update report on the future of East Kent Housing (EKH) and highlighted the following points as part of the update:

- Thanet Council was to be 'Landlord' again of the council's housing stock. There was a need to increase our housing stock and support local residents, many of whom were vulnerable;
- Cabinet agreed to bring the management of its housing back 'in-house' at the extraordinary Cabinet meeting on the 17<sup>th</sup> February 2020. There was overwhelming support from Members to do this, in order to deliver on the capital programme and the corporate improvement plan;
- In the future, Thanet would be focused on improving health and safety standards, spending more on vital building maintenance and maintaining the quality of services our residents already expected from East Kent Housing;
- Members were aware of the risks regarding staffing, performance dips, increased costs during the transition period and reputational risks;
- However this should be seen as an opportunity for greater control and scrutiny, enhanced resident involvement, easier decision making and more local procurement, which would enhance the housing experience for the tenants who rely on council services.

Further details from the presentation can be found in the slides attached as an annex to these minutes.

Members asked the following questions:

- How many staff members would be moved over? How would we ensure their welfare, and could we be selective in our future recruiting process?
- How would this impact the current funding for the housing service?
- Why was the response rate from the consultation so low, and did this really mean there was overwhelming support to bring the service back in-house?
- Could we have conducted better scrutiny on the performance of EKH?
- When do we expect the housing stock maintenance to be taken back in-house?
- Would there be an extensive quality control scheme?
- How would tenants be involved in the maintenance process?
- What were the priorities of the new East Kent Housing interim Chief Executive during this transition period?

Councillor Whitehead, Mr Bob Porter, Head of Housing & Planning and Mr Tim Willis, Deputy Chief Executive responded as follows:

- It was difficult to work out how many staff members from East Kent Housing would be TUPE'd to Thanet, as it was at the individual employee's choice to make amongst the four partner councils;
  - It was also important to work out a local arrangement for those staff members not protected by TUPE;
  - TDC would identify the skills set required for potential staff
  - TDC would take legal advice on the process. The Council had not started engaging the EKH staff. Staff retention was a key principle of the council on such matters;
  - There would be a potentially good transfer rate of officers willing to join TDC to a point that there might even be vacancies that would still need to be filled;
  - The council would aim to minimise redundancies and support staff during this difficult time by recruiting a Transition Manager to oversee the process;
  - The only possible impacts on the General Fund would be secondary and they relate to the balance on share of costs due to staff transfer;
  - There would be one-off transition costs, the details of which were outlined further in the minutes of the Cabinet meeting held 17<sup>th</sup> February 2020;
  - Although there was relatively a small number of responses to the consultation; the response was overwhelmingly in agreement to move the service back in-house;
  - Consultation response figures regarding the setting up of the ALMO (Arms Length Management Organisation) in the original 2010 survey (for comparison) would be circulated after the meeting. However a interim check during the meeting had confirmed that a report back presented to Cabinet on 23 September 2010 indicated that 966 respondents indicated that they agreed to TDC working with partner councils to run the council's housing stock;
  - There have been previous performance reports on EKH – but Thanet's working relationship has not always been strong with them. When there have been problems identified, TDC had struggled to improve their performance and effect change;
- 
- The transition period would take up to one year to complete fully. It was hoped that the new arrangement would be fully operational from the 1<sup>st</sup> of April 2021;
  - It was essential to ensure that quality control measures were in place for the future. This would need to include effective internal audit, management controls of key processes such as rent collection, works ordering and invoicing. That would also include routine reconciliation procedures, post inspection of completed repair works, effective sign-off of capital works and technical auditing of health and safety compliance;

- Residents would be more involved in the maintenance process through a Thanet tenants and leaseholders group, who will regularly meet and communicate through many different outlets;
- Ms Vivien Knibbs, the new East Kent Housing Chief Executive had committed to work with and support TDC through a smooth transition;
- Ms Knibbs undertook to supporting various work streams and ensuring service continuity throughout the transition period;
- Ms Knibbs and TDC were aware of the need to ensure that there was no slippage in service quality or difficulty accessing the service whilst at the same time planning for the future provision of housing services to residents.

The Chairman thanked Councillor Whitehead for the presentation and noted the update report.

## **229. EAST KENT HOUSING PERFORMANCE REPORT Q3 2019/20**

This report was presented by Mr Porter, outlining performance between October and December 2019. Crucially that:

- Rents arrears continued to increase. EKH explained that it was largely due to the roll-out of Universal Credit. However the data also seems to indicate that even rent arrears by individuals not on Universal Credit was increasing. This issue required further investigation;
- Capital Programme delivery was a long way short of the target as in previous years, with some significant projects that remained un delivered;
- Performance on Voids had been deteriorating. EKH explained that the properties affected by asbestos required asbestos surveys and major asbestos removal works. This issue also needs further investigation in order to improve Voids performance;
- Health and Safety issues were highlighted by Internal Audit. They pointed some areas that required improvement and there were now some measures in place to address those concerns;
- EKH had started providing a monthly update on Health and Safety. The most recent report provided this week still reflected some areas that were still non compliant;
- The performance improvement action plan was being updated. This Plan (a voluntary undertaking by TDC) would be discussed and agreed with the Regulator before it was published;
- Data integrity was previously a big issue. However reasonable assurance had been received from Internal Audit. The integrity performance rating had since moved up significantly;
- Gas safety which previous had limited assurance had now been moved to substantial assurance by Internal Audit;
- Water safety had moved to reasonable assurance;
- An external consultant had been recruited to conduct spot checks which could be compared to the contractor's data;
- Quarterly performance reports would continue to be presented to the Panel.

Members responded with the following questions:

- Were rent arrears rising because of universal credit?
- Did other councils respond similarly to the gas safety checks information?
- Tenant repairs were low, but should they not be done by the external contractors?
- Why was there a significant lag on the number of complaints closed on time?
- How could we ensure there wasn't a slip in performance? What specific measures could be put in place?

Mr Porter responded as follows:

- East Kent Housing did make contact with people moving on to Universal Credit. It was not as a result of a shortage of staff struggling to collect rent payments, but it is harder for universal credit tenants to meet payment commitments;
- All other councils in the East Kent Housing group responded the same as Thanet to the reports on gas safety checks;
- The question on low tenant repairs would best be directed to East Kent Housing. There had been a recent change in their gas contractor. While EKH advised that they were getting through their workload, that seemed not to be the case;
- The significant time lag in complaints being closed on time should be acknowledged as not being good enough;
- TDC was committed to continuing the services that were currently being provided by EKH;
- Senior officers met monthly with EKH officers to monitor performance;
- The Chief Executives of all four partner councils now made up the East Kent Housing Board membership. This ensured that EKH performance was discussed at a senior level;
- A Transition Manager had been recruited, and an external consultancy firm recruited to carry out extra health and safety checks;
- A transitional budget had been agreed and set aside by Cabinet;
- With the above arrangements in place, TDC was watching the impact of service delivery carefully. Additional resources could be put in if performance did slip, in line with the Cabinet agreement.

The report was noted.

## **230. CORPORATE PERFORMANCE REPORT QUARTER 3 2019-20**

Ms Hannah Thorpe, Head of Communications introduced the report and made the following comments:

- The Council was currently in a transition period where, as a result of the new corporate plan with new corporate priorities (focussing on Growth, Environment and Communities) that was introduced in October last year, new performance targets and indicators would be used as of 1 April 2020;
- The new form of data analysis would allow for easier explanation of performance figures and this would include information on public opinion;
- Quarter 3 and Quarter 4 performance reporting would continue to use the current reporting format;
- 16 targets out of 24 were at or exceeding target. Three were at amber and five were below target;
- The report generally showed improved performance, although there were eight targets of concern;
- The public perception regarding satisfaction levels for street cleansing had gone down. On the other hand recycling satisfaction levels had increased;
- Days in hotel accommodation had gone down, which reflected good performance, by the Housing Team;
- Sickness stats were below target but was moving in the right direction;
- Council tax and business tax collection was within target;
- Officers were working on improving performance in those areas whose performance indicators were amber and red;
- A vehicle procurement process was currently underway to replace the aging waste & recycling collection fleet. It was hoped that the new fleet would be in place by October this year.

Members responded by asking the following questions:



- Indicators were about to be rewritten – was there any opportunity for Member involvement and how were the targets set?
- Can the Council improve recycling rates even more?
- What was the cause of the rising number of empty properties?
- Were waste collection rates below targets because of parked cars blocking waste vehicles or were there additional challenges faced by the service?
- When recycling collection was missed, were residents affected advised why their recycle was missed?
- Why was domestic clinical waste collection being carried out monthly as opposed to the weekly collection?
- Would there be a charge for domestic clinical waste collection?
- What new targets would be included and how else would they change?
- Could more information be provided about the education enforcement officer's role?

Ms Thorpe, Mr Porter and Mr Willis responded as follows:

- The council used a performance management framework, which sets out how it should manage its performance;
- A lot of the targets were previous statutory requirements which the council was required by government to report on a national level;
- TDC decided to carry on with those targets, as it set its own benchmarking;
- The changes coming in April would provide an opportunity to refresh how performance data could be better presented;
- Some of the data currently collected did not accurately present a valid representation of our successes and failures. There was therefore a need to capture meaningful data to enable Members to hold corporate services to account for performance and to reassure the public that the council was responding and tackling their concerns;
- Members were welcome to be a part of the future performance management process;
- With regards to recycling, TDC would like more residents to get involved;
- The question regarding informing residents about missed recycling would be responded to by the appropriate service after the meeting;
- Intervals for domestic clinical waste collection would best be directed at the portfolio holder during the presentation at the March Panel meeting;
- With regards to charging for domestic clinical waste collection, a decision was made last year not to impose a charge;
- Recruiting an education enforcement officer would assist in educating the public about the benefits of recycling, which in turn would improve the council's recycling and waste collection performance targets;
- It was worth noting that Thanet had some of the least contaminated recycled waste in the region;
- The Housing Team had been working hard to target the number of empty properties in the district and bringing them into use;
- TDC brought more empty properties back into use than any other council in Kent;
- It was worth noting though that a number of properties in the district were being turned into second homes and this number was gradually increasing;
- The Housing Team was working on an 'Empty Properties Plan'. Once ready, the Plan would be shared with Members in due course;
- With regards to inconsiderate parking, the aim was to increase awareness of where cars were inconsiderately parked, and how this could prevent waste and emergency service vehicles from accessing streets to provide services to residents. Officers also sent out letters to the car owners and targeted specific problem areas;
- With regards to clinical waste collection; there were no plans on charging for residential clinical waste. There would be a waste collection discussion at the

Overview and Scrutiny Panel on the 17 March 2020 as part of the Cabinet Member presentation. This issue could be considered further during that presentation;

- Additional information regarding the education enforcement officer would be circulated to Members once it was available.

Councillor Bayford proposed, Councillor Hopkinson seconded and Members agreed to a request for a Member/Officer panel to allow Members the chance to input into the review of future performance targets.

Councillor Bayford proposed, Councillor Lynda Piper seconded and Member agreed that the Empty Properties Action Plan be presented to Overview and Scrutiny Panel once it was ready.

Thereafter Members noted the report.

## **231. REVIEW THE OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME FOR 2019/20**

The Chairman reminded the meeting of the need to get updates on all recommendations that were awaiting implementation. These were highlighted in Section 3.0 of the work programme report.

Mr Porter advised Members that officers were still following up on a letter sent to KCC by the Cabinet Member for Housing & Safer Neighbourhoods in August 2019, regarding the Disability Facility Grants (DFGs) as reported in Section 3.5 of the Panel report. The Panel had requested that “KCC ring fenced the £405k (Top sliced/payment to KCC projected for 2019/20) for use by Thanet residents”.

The Chairman acknowledged the need for a future scrutiny work programme that reflected more Member generated items, rather than those that just come out of the processes of conducting council business. Councillor Bayford suggested that the Panel should perhaps hold a workshop soon to identify topics that Members could examine as part of scrutiny review projects. The workshop could also look at scrutiny items from neighbouring seaside authorities to see how TDC could conduct better scrutiny.

Members noted the report.

## **232. FORWARD PLAN & EXEMPT CABINET REPORT LIST**

Members noted the report.

Meeting concluded: 8.35 pm

## OVERVIEW & SCRUTINY PANEL ANNUAL REPORT TO COUNCIL FOR 2019/20

Overview & Scrutiny Panel **17 March 2020**

Report Author **Cllr Bob Bayford, Chairman of the Overview & Scrutiny Panel**

Status **For Information**

Classification: **Unrestricted**

Key Decision **No**

Ward: **Thanet Wide**

### Executive Summary:

The purpose of the report is to highlight some of the key activities that have been planned and implemented by the Overview & Scrutiny Panel during the course of the 2019/20 municipal year.

### Recommendation(s):

1. Members are invited to discuss and note the report.

### CORPORATE IMPLICATIONS

<b>Financial and Value for Money</b>	There are no financial implications directly arising from this report. The report provides a briefing to Full Council about the work activities undertaken by the Scrutiny Panel in 2019/20.
<b>Legal</b>	There are no legal implications directly arising from this report. A presentation of the Panel Chairman's report to Full Council enables the Chairman to fulfil their duty as is required by the Council's Constitution.
<b>Corporate</b>	<p>There are no corporate risks associated with this report. The report enables discussion by Members at Full Council on the activities of the Panel.</p> <p>The debate on the Panel Chairman's report contributes to open communication across the council. A strong scrutiny function contributes to an open democratic process for decision making and delivery of value for money services as council decisions are interrogated by Members before they are implemented. In instances where such decisions are interrogated after implementation, there will be lessons to learn for future policy development.</p>

<b>Equality Act 2010 &amp; Public Sector Equality Duty</b>	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy &amp; maternity. Only aim (i) of the Duty applies to Marriage &amp; civil partnership.</p> <p>Please indicate which aim is relevant to the report.</p> <p>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</p> <p>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</p> <p>Foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>No implications arise directly but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.</p> <p>It is important to be aware of the Council's responsibility under the Public Sector Equality Duty (PSED) and show evidence that due consideration had been given to the equalities impact that may be brought upon communities by the decisions made by Council.</p>
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<b>CORPORATE PRIORITIES (tick those relevant)✓</b>	
Growth	
Environment	
Communities	✓

## 1.0 Introduction and Background

- 1.1 The Chairman of the Overview and Scrutiny Panel is required to present an Annual Panel report towards the end of each municipal year to share an overview of the work undertaken by the Panel during the course of the year under review.
- 1.2 The report comments on a number of activities carried out by the Panel during the period under review. It is hoped that this report would therefore provide the basis for debate by Members on the Panel's annual activities and hopefully lead to sharing of views and ideas to enhance the Council's scrutiny function.

## 2.0 Cabinet Member Presentations

## **Council Budget Proposals for 2020/21**

- 2.1 The Panel reviewed the council budget proposals for 2019/20 that were recommended to Full Council by Cabinet and discussed the proposals with the Leader of Council, Portfolio Holder for Financial Services and Estates and senior officers. Members sought assurances from Cabinet that the proposals led to a balanced budget.
- 2.2 One of the key aspects of the budget proposals was tackling the budget gap and in particular, addressing the budget deficit at the Port of Ramsgate. The Panel got assurances that the issue regarding the port would be concluded by the time Full Council met in February. After the debate, Members did not forward any recommendations to Cabinet.

## **Fees & Charges Proposals for 2020/21**

- 2.3 As part of the budget building process for the 2020/21, the Panel was consulted by Cabinet on the draft proposals. Members recommended and Cabinet agreed not to increase the events application fee, thereby keeping it at £75 in the new financial year. It was hoped that this would give a boost to hosting events in the district, which would contribute to the local economy.

## **New Corporate Statement 2019-23**

- 2.4 When approached by Cabinet to comment and advise on the new Corporate Statement that focused on three corporate priorities namely growth, environment and communities, the Panel came up with significant changes that were accepted by Cabinet.
- 2.4 At subsequent Panel meetings Members were advised that new performance targets would be developed that would focus on the new corporate priorities, which are Growth, Environment and Communities. Members then requested for a Member/Officer panel to allow Members the chance to input into the review of those future performance targets and this is detailed elsewhere in the report.

## **The Future of Council Housing Stock Management**

- 2.5 On 17 February 2020 Cabinet considered the housing management options appraisal report. This was after a number of concerns had been raised by Members regarding the management of the council's housing stock by East Kent Housing. Specific failures of service delivery and poor performance were highlighted which led to Cabinet agreeing that the management of the council's housing stock be brought back in-house.
- 2.6 Thereafter, the Panel in turn reviewed the report update that was presented to Members after the Cabinet had made the decision on bringing council housing stock management in-house. Members were given Cabinet assurances that that quality control measures were in place for the future. This would need to include effective internal audit, management controls of key processes such as rent collection, works ordering and invoicing.
- 2.7 That would also include routine reconciliation procedures, post inspection of completed repair works, effective sign-off of capital works and technical auditing of health and safety compliance.

- 2.8 Residents would be more involved in the maintenance process through a Thanet tenants and leaseholders group, who will regularly meet and communicate through many different outlets.
- 2.9 During a review of the EKH quarterly performance the Panel got officer assurances that, future performance during the transitional period leading up to the dissolution of EKH, the Chief Executives of all four partner councils who now made up the East Kent Housing Board membership would monitor EKH performance at a senior level. The Panel would need to keep a watching brief of the transition through update reports at appropriate intervals.

### **3.0 One Off reports requested by the Panel**

- 3.1 Members requested an officer report on the Adoption of a new housing policy that was going to be considered at a future Cabinet meeting. From the Panel discussion a recommendation was forwarded to Cabinet requesting that cabinet enagages KCC to agree that of the DFGs set aside by the County Council, £405k be ring-fenced for use by Tha net residents. This issue is still being pursued with KCC.

#### **Draft Housing and Homeless Strategy 2020-2025**

- 3.2 Cabinet sought Scrutiny's comments regarding the proposals in the draft Housing and Homeless Strategy for 2020-2025 leading up to a public consultation before Cabinet adopted the new Strategy. One of the key comments that Cabinet was asked to consider as part of the strategy was making additional comments about young people's ability to access housing assistance in the Thanet. Cabinet was also requested to explore the pre-fabrication approach in the strategy.

#### **Empty Property Action Plan**

- 3.3 When advised by officers that the Council was working on a draft document for addressing the issue of empty properties in the district at the February meeting, Members requested that the Action Plan be presented to the Panel for review.

### **4.0 Scrutiny Reviews conducted by the Panel**

#### **Review of Unauthorised Traveller Encampment in Thanet**

- 4.1 The Panel reviewed unauthorised encampments in the district. A review group was set up in May which conducted the investigation over four months leading up to a presentation of a detailed report back to the Panel in November.
- 4.2 As part of the investigation the review group reviewed information presented by officers and considered expert presentations from KCC officers who managed traveller encampments for the County Council. They also conducted site visits to a number of sites that experienced unauthorised encampments.
- 4.3 In their report he Review Group recommended that Panel forwarded to Cabinet the proposal "that further work is undertaken to assess the feasibility and cost implications of three temporary tolerated sites in the district at Potten Street, St Nicholas at Wade,Tivoli Brooks, Margate and Ramsgate Port, with a view to using them on a rotational basis."

- 4.4 The Panel in turn recommended to Cabinet that “further work be undertaken including extensive public consultation to assess the feasibility and cost implications of establishing temporary tolerated sites in the district.”
- 4.5 Responding to scrutiny review findings Cabinet agreed for further work to be undertaken to assess the feasibility and cost implications of three temporary tolerated sites in the district at Potten Street, St Nicholas at Wade, Tivoli Brooks, Margate and Ramsgate Port, with a view to using them on a rotational basis. The Panel was keeping a watching brief on this issue.
- 4.6 This was an effective scrutiny review as the Panel were able to identify the issues and solutions. The review demonstrated a positive working relationship between the scrutiny function and the executive.

### **5.0 Call-ins**

#### **Proposal for the disposal of the Dreamland freehold**

- 5.1 The Panel called-in a cabinet decision on the “Proposal for the disposal of the Dreamland freehold” after Cabinet had agreed dispose the asset, subject to agreement of external funders regarding the removal of ongoing grant obligations upon the council, and subject to legal advice, to dispose of Dreamland to Sands Heritage Ltd.
- 5.2 The Panel felt that Cabinet should have considered a range of options, particularly the option to retain the asset. Concluding discussion on this matter the Panel recommended that Cabinet seeks three independent valuations for the Dreamland site before an agreement is reached with a buyer and Cabinet requests an 18 year housing development restriction in the agreement instead of the proposed 10 years.
- 5.3 Responding to the recommendations Cabinet authorised another market valuation of the Dreamland site in order to ensure that sufficient breadth of comparable evidence is considered for the sale. Both valuations to be used to demonstrate that best value is obtained. However Cabinet retained the proposed 10 year housing development restriction on the Dreamland site as originally agreed by Cabinet; but delegated officers to continue the negotiations to explore the suggested extension fully as part of the sale process. The Panel was keeping a watching brief on this matter.

#### **Port and Harbour Projects - Variation to 2019/20 Capital Programme**

- 5.4 Members called in a decision by the Leader of Council “to approve the capital project to deliver the Commercial Berth in the Eastern Gully of the Royal Harbour and realign the existing 2019/20 budget for berth 4/5” at the Port of Ramsgate.
- 5.5 At the end of the debate, the Leader of Council agreed to the Panel request to hold in abeyance the implementation of the decision for ten days during which arrangements were made for the Panel to view the legal documents relating to the procurement process of the two pontoons. After the inspection of the documents, no further action was required.

### **6.0 Community Safety Partnership Scrutiny**

#### **Crime Stats in Thanet**

- 6.1 During the course of the year, the Panel reviewed the crime statistics that were presented by the Community Safety Partnership led by Kent Police. Crime had come down this year from a summer peak in 2018. Violence against the person was the highest form of crime in the district, followed by theft, arson and criminal damage, sexual offences and robbery, but had gone down in comparison to previous years.
- 6.2 Moped crime and theft using mopeds was contributing the largest proportion to this vehicle crime in the district. Kent Police were working on an operation to respond to this problem. The town centre constabulary establishment had been increased.
- 6.3 Stop and search was now used more often. The Police had grown in confidence using this approach. When used properly it worked, particularly for knife crimes, which had gone down significantly. Policing for the night time economy had been increased in response to reports on anti-social behaviour.

## 7.0 Making the scrutiny function more effective

- 7.1 In 2019/20 the Panel carried out seven pre-decision reviews and eleven post decision review. The Panel received six cabinet member presentations where they engaged the portfolio holders in discussion on key review topics.
- 7.2 Whilst this work distribution by the Panel looks balanced, Members may wish to explore new ways of investigating issues of community interest that would encourage public participation and reviewing policy development processes to further enhance the Council's decision making process.
- 7.3 At the February Panel meeting, Members agreed to hold a workshop to detail out an approach for identifying topics that Members could examine as part of scrutiny review projects.
- 7.4 Members also agreed to an opportunity for Members to input into the review of future performance targets. It is hoped that this approach would enable the Panel to contribute to the setting up of a new framework of assessing corporate performance to be measured against new targets that would be set towards the realisation of new corporate priorities that focused on economic growth, environment and communities.

Contact Officer:	Charles Hungwe, Senior Democratic Services Officer, Ext 57186
Reporting to:	Nick Hughes, Committee Services Manager, Ext 57108

## Annex List

Annex 1	Overview & Scrutiny Panel Work Programme 2019/20
Annex 2	Record of OSP Pre and Post Decision Reviews for 2019/20

## Background Papers

Title	Details of where to access copy
None	N/A



## Corporate Consultation

<b>Finance</b>	
<b>Legal</b>	Tim Howes Director of Corporate Governance

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# OSP Pre and Post Decision Reviews for 2019/20

Date of scrutiny meeting	Item	Pre-decision	Post Decision	Cabinet Presentation	Work Planning
28/05/19	Establish the Overview & Scrutiny Panel Work Programme for 2019/20				<input checked="" type="checkbox"/>
28/05/19	Corporate Performance Report Quarter 4 2018-19		<input checked="" type="checkbox"/>		
28/05/19	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
18/07/19	Cabinet Member Presentation - The Leader of Council - 'the development work going on and the future of the Ramsgate Port.'			<input checked="" type="checkbox"/>	
18/07/19	Adoption of a new Housing Assistance Policy	<input checked="" type="checkbox"/>			
18/07/19	Reviewing the OSP Work Programme for 2019/20				<input checked="" type="checkbox"/>
18/07/19	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
15/08/19	Proposal for the disposal of the Dreamland freehold		<input checked="" type="checkbox"/>		
27/08/19	Reviewing the OSP Work Programme for 2019/20				<input checked="" type="checkbox"/>
27/08/19	Corporate Statement 2019-2023	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

27/08/19	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
01/10/19	East Kent Housing Q1 Performance Report for 2019/20		<input checked="" type="checkbox"/>		
01/10/19	TDC Corporate Performance Report for Q1 2019/20		<input checked="" type="checkbox"/>		
01/10/19	Call-in of Individual Cabinet Member decision-Port and Harbour Projects - Variation to 2019/20 Capital Programme		<input checked="" type="checkbox"/>		
22/10/19	Cabinet Member Presentation - Fees & Charges Proposals for 2020/21	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
22/10/19	Crime Stats for Thanet		<input checked="" type="checkbox"/>		
22/10/19	Reviewing the OSP Work Programme for 2019/20				<input checked="" type="checkbox"/>
22/10/19	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
19/11/19	Draft Housing Strategy 2020-2025	<input checked="" type="checkbox"/>			
19/11/19	EKH Quarterly Performance Report Q2 2019/20		<input checked="" type="checkbox"/>		
19/11/19	Corporate Performance Report Quarter 2 2019-20		<input checked="" type="checkbox"/>		
19/11/19	Review of Unauthorised Traveller Encampment in Thanet - Report back by the Traveller Review Group	<input checked="" type="checkbox"/>			

19/11/19	Review the Overview and Scrutiny Panel Work Programme for 2019/20				<input checked="" type="checkbox"/>
19/11/19	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
21/01/20	Medium Term Financial Strategy (MTFS) 2020-24	<input checked="" type="checkbox"/>			
21/01/20	2020-21 Budget Setting	<input checked="" type="checkbox"/>			
21/01/20	Review the Overview and Scrutiny Panel Work Programme for 2019/20				<input checked="" type="checkbox"/>
21/01/20	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
20/02/20	Cabinet Member Presentation - The Future of Council Housing Stock Management - An Update Report		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
20/02/20	East Kent Housing Performance Report Q3 2019/20		<input checked="" type="checkbox"/>		
20/02/20	Corporate Performance Report Quarter 3 2019-20		<input checked="" type="checkbox"/>		
20/02/20	Review the Overview and Scrutiny Panel Work Programme for 2019/20				<input checked="" type="checkbox"/>
20/02/20	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
17/03/20	Cabinet Member Presentation - Coastal Development Project Review			<input checked="" type="checkbox"/>	

17/03/20	Cabinet Member Presentation - Crematorium Services			<input checked="" type="checkbox"/>	
17/03/20	Review the Overview and Scrutiny Panel Work Programme for 2019/20				<input checked="" type="checkbox"/>
17/03/20	Annual OSP Report to Council for 2019/20				<input checked="" type="checkbox"/>
17/03/20	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
TOTALS		7	11	6	17

## REVIEWING THE OVERVIEW & SCRUTINY PANEL WORK PROGRAMME FOR 2019/20

Overview & Scrutiny Panel	<b>17 March 2020</b>
Report Author	<b>Senior Democratic Services Officer</b>
Status	<b>For Decision</b>
Classification:	<b>Unrestricted</b>
Key Decision	<b>No</b>
Ward:	<b>Thanet Wide</b>

### Executive Summary:

This report sets out a framework for activities of the Overview & Scrutiny Panel for 2019/20 and asks the Panel to review the work programme.

### Recommendations:

1. Members are requested to comment and note the report.

### CORPORATE IMPLICATIONS

<b>Financial and Value for Money</b>	There are no financial implications arising directly from this report but elements of the suggested work programme may have financial and resource implications which would need to be managed within existing resources, or alternatively compensating savings found.
<b>Legal</b>	The role of scrutiny is set out in section 9F of the Local Government Act 2000. The council must also have regard to the statutory guidance on Overview and Scrutiny from the ministry of Housing, Communities and Local Government when exercising its functions.
<b>Corporate</b>	<p>The work programme should help to deliver effective policy decision making by scrutinising executive decisions before, and at times after, implementation.</p> <p>The sub-committees assist the work of scrutiny as they would carry-out an in-depth study of any issue referred to the groups under their terms of reference. An active Scrutiny programme is part of good governance.</p>
<b>Equality Act 2010 &amp; Public Sector Equality Duty</b>	Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

	Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.	
	Please indicate which aim is relevant to the report.	
	Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	✓
	Advance equality of opportunity between people who share a protected characteristic and people who do not share it	
	Foster good relations between people who share a protected characteristic and people who do not share it.	
No implications arise directly but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.		
It was important to be aware of the Council's responsibility under the Public Sector Equality Duty (PSED) and show evidence that due consideration has been given to the equalities impact that may be brought upon communities by the decisions made by Council.		

<b>CORPORATE PRIORITIES (tick those relevant) ✓</b>	
Growth	
Environment	
Communities	✓

## 1.0 Introduction and Background

1.1 This report allows the Panel to review and amend the work programme for the 2019/20 municipal year agreed at the meeting on 20 February 2020.

1.2 It is worth noting that the newly issued statutory guidance of the scrutiny function says, effective overview and scrutiny should:

- Provide constructive 'critical friend' challenge;
- Amplify the voices and concerns of the public;
- Be led by independent people who take responsibility for their role; and
- Drive improvement in public services

1.3 With this in mind, Members may wish to ensure that the Panel work programme for the year provides opportunities for critical but constructive challenge to the Executive, articulate any concerns about matters that are the business of the council and strive for improved service delivery by the Council and other public agencies working in Thanet.

## 2.0 Current Scrutiny Activities, including Cabinet Member Presentations

### Cabinet Presentations at OSP Meetings for 2019/20

2.1 The panel is awaiting cabinet presentations on the following topics:



1. Coastal Development Review (focus on a review of coastal projects) TBC (17 March 2020);
  2. Operational Service Review (focus on an area in Operational Service not yet reviewed) TBC (17 March 2020);
  3. The Leader of Council to share the current Cabinet's vision moving forward (21 April 2020).
- 2.2 The rest of the work programme for 2019/20 is detailed in Annex 1 to the Council report. This schedule is subject to amendments during the course of the year as Members may add more items for reviewing.
- 2.3 Members may also wish to reflect and comment on the content in Annex 2 which provides an opportunity to review and keep track of the spread of the scrutiny review work, particularly between pre and post decision scrutiny activities.
- 3.0 Panel Recommendations to Cabinet - Implementation Monitoring**
- Proposal for the disposal of the Dreamland freehold**
- 3.1 The Panel called-in a Cabinet decision regarding the Dreamland freehold and recommended the following back to Cabinet:
1. That Cabinet seeks three independent valuations for the Dreamland site before an agreement is reached with a buyer, and;
  2. Cabinet requests an 18 year housing development restriction in the agreement instead of the proposed 10 years.
- 3.2 In response Cabinet agreed the following:
1. To authorise another market valuation of the Dreamland site in order to ensure that sufficient breadth of comparable evidence is considered for the sale. Both valuations to be used to demonstrate that best value is obtained.
  2. To retain the proposed 10 year housing development restriction on the Dreamland site as agreed by Cabinet on 01 August 2019. Delegated officers to continue the negotiations to explore the suggested extension fully as part of the sale process.
- 3.3 The Panel is maintaining a watching brief on this matter as the negotiations progress..
- Adoption of a new Housing Assistance Policy**
- 3.4 At the July meeting, the Panel considered a report on the "Adoption of a new Housing Assistance Policy" and recommended to Cabinet that Council writes to Kent County Council requesting that "KCC ring fenced the £405k (Top sliced/payment to KCC projected for 2019/20) for use by Thanet residents".
- 3.5 Cabinet forwarded the request to KCC via a letter sent to KCC by the Cabinet Member for Housing and Safer Neighbourhoods on 12 August. The Panel is awaiting a response from KCC.

## **Travellers Review Recommendation**

- 3.6 After a scrutiny review conducted by a working group, the Panel recommended to Cabinet that “further work be undertaken including extensive public consultation to assess the feasibility and cost implications of establishing temporary tolerated sites in the district.”
- 3.7 Having considered the Overview and Scrutiny Panel recommendations on 16 December, Cabinet agreed to the following:

“That further work was undertaken to assess the feasibility and cost implications of three temporary tolerated sites in the District, at Potten Street, St Nicholas at Wade, Tivoli Brooks and Ramsgate Port, with a view to using them on a rotational basis”. Members are maintaining a watching brief on the issue.

## **Council Budget Setting 2020/21**

- 3.8 Members reviewed the 2020/21 Council budget proposals forwarded to the Panel by Cabinet and engaged the Cabinet Member for financial Services in discussion at the January meeting.
- 3.9 After some debate, Members made the following recommendation to Cabinet to consider before submitting the budget proposals to Full Council for final decision:
- “that Cabinet considers identifying a resource to support coastal projects.”
- 3.10 Thereafter Cabinet recommended to Council and on 6 February Members agreed the following:
- That subject to funding availability, a resource be identified to support coastal projects.
- 3.11 The Panel will continue to maintain a monitor this issue to check if any progress had been made to secure the funding for coastal projects.

## **4.0 An Approach for Identifying Future Scrutiny Topics**

- 4.1 At last month’s Panel meeting, Members agreed to hold a workshop to detail out an approach for identifying topics that Members could examine as part of scrutiny review projects.
- 4.2 The workshop could also look at scrutiny items from neighbouring seaside authorities to see how TDC could conduct better scrutiny. It would be scheduled for April this year and any new approach agreed by Members would be used to plan the work programme for 2020/21.

## **5.0 Options**

- 5.1 Members are asked to comment and note the report.
- 5.2 Members can review the current work programme and make changes depending on the collective agreement by the Panel.

Contact Officer:	Charles Hungwe, Senior Democratic Services Officer, Ext: 57186
Reporting to:	Nick Hughes, Committee Services Manager, Ext 57208

## Annex List

Annex 1	Overview & Scrutiny Panel Work Programme for 2019/20
Annex 2	Record of OSP Pre and Post Decision Reviews for 2019/20

## Background Papers

Title	Details of where to access copy
None	N/A

## Corporate Consultation

Finance	Chris Blundell, Head of Financial Services
Legal	Tim Howes, Director of Corporate Governance & Monitoring Officer

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Overview & Scrutiny Panel Work Programme for 2019/20		
Meeting Date	Indicative Agenda Items	Issue Source
17 March 2020	Cabinet Member Presentation - Coastal Development Review (focus on a review of coastal projects) TBC	Standing Agenda Item
	Cabinet Member Presentation - Operational Service Review (focus on an area in Operational Service not yet reviewed) TBC	Standing Agenda Item
	Review of the Panel Work Programme 2019/20	Standing Agenda Item
	Annual OSP Report to Council for 2019/20	Democratic Services Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
April 2020 (TBC)	OSP Member workshop on identifying scrutiny review topics	Workshop Item
21 April 2020	Cabinet Member Presentation - Leader of Council	Standing Agenda Item
	Empty Property Action Plan	Housing Services Item
	EKH-bringing in-house council housing stock management update	Housing Services Item
	Review of the Panel Work Programme 2019/20	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
26 May 2020	Establish OSP Work Programme for 2020/21	Standing Agenda Item
	Quarterly Performance Report Q4 2019/20	Financial Services Item
	EKH Quarterly Performance Report Q4 2019/20	EKH/TDC Housing Services Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item

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# OSP Pre and Post Decision Reviews for 2019/20

Date of scrutiny meeting	Item	Pre-decision	Post Decision	Cabinet Presentation	Work Planning
28/05/19	Establish the Overview & Scrutiny Panel Work Programme for 2019/20				<input checked="" type="checkbox"/>
28/05/19	Corporate Performance Report Quarter 4 2018-19		<input checked="" type="checkbox"/>		
28/05/19	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
18/07/19	Cabinet Member Presentation - The Leader of Council - 'the development work going on and the future of the Ramsgate Port.'			<input checked="" type="checkbox"/>	
18/07/19	Adoption of a new Housing Assistance Policy	<input checked="" type="checkbox"/>			
18/07/19	Reviewing the OSP Work Programme for 2019/20				<input checked="" type="checkbox"/>
18/07/19	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
15/08/19	Proposal for the disposal of the Dreamland freehold		<input checked="" type="checkbox"/>		
27/08/19	Reviewing the OSP Work Programme for 2019/20				<input checked="" type="checkbox"/>
27/08/19	Corporate Statement 2019-2023	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

27/08/19	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
01/10/19	East Kent Housing Q1 Performance Report for 2019/20		<input checked="" type="checkbox"/>		
01/10/19	TDC Corporate Performance Report for Q1 2019/20		<input checked="" type="checkbox"/>		
01/10/19	Call-in of Individual Cabinet Member decision-Port and Harbour Projects - Variation to 2019/20 Capital Programme		<input checked="" type="checkbox"/>		
22/10/19	Cabinet Member Presentation - Fees & Charges Proposals for 2020/21	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
22/10/19	Crime Stats for Thanet		<input checked="" type="checkbox"/>		
22/10/19	Reviewing the OSP Work Programme for 2019/20				<input checked="" type="checkbox"/>
22/10/19	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
19/11/19	Draft Housing Strategy 2020-2025	<input checked="" type="checkbox"/>			
19/11/19	EKH Quarterly Performance Report Q2 2019/20		<input checked="" type="checkbox"/>		
19/11/19	Corporate Performance Report Quarter 2 2019-20		<input checked="" type="checkbox"/>		
19/11/19	Review of Unauthorised Traveller Encampment in Thanet - Report back by the Traveller Review Group	<input checked="" type="checkbox"/>			



19/11/19	Review the Overview and Scrutiny Panel Work Programme for 2019/20				<input checked="" type="checkbox"/>
19/11/19	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
21/01/20	Medium Term Financial Strategy (MTFS) 2020-24	<input checked="" type="checkbox"/>			
21/01/20	2020-21 Budget Setting	<input checked="" type="checkbox"/>			
21/01/20	Review the Overview and Scrutiny Panel Work Programme for 2019/20				<input checked="" type="checkbox"/>
21/01/20	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
20/02/20	Cabinet Member Presentation - The Future of Council Housing Stock Management - An Update Report		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
20/02/20	East Kent Housing Performance Report Q3 2019/20		<input checked="" type="checkbox"/>		
20/02/20	Corporate Performance Report Quarter 3 2019-20		<input checked="" type="checkbox"/>		
20/02/20	Review the Overview and Scrutiny Panel Work Programme for 2019/20				<input checked="" type="checkbox"/>
20/02/20	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>
17/03/20	Cabinet Member Presentation - Review of Coastal Development Projects			<input checked="" type="checkbox"/>	

17/03/20	Cabinet Member Presentation - Review of the Crematorium Services			<input checked="" type="checkbox"/>	
17/03/20	Review the Overview and Scrutiny Panel Work Programme for 2019/20				<input checked="" type="checkbox"/>
17/03/20	Annual OSP Report to Council for 2019/20				<input checked="" type="checkbox"/>
17/03/20	Forward Plan & Exempt Cabinet Report List				<input checked="" type="checkbox"/>

## FORWARD PLAN AND EXEMPT CABINET REPORTS LIST

Overview & Scrutiny Panel	<b>17 March 2020</b>
Report Author	<b>Committee Services Manager</b>
Status	<b>For Information</b>
Classification:	<b>Unrestricted</b>
Key Decision	<b>No</b>
Ward:	<b>Thanet Wide</b>

### Executive Summary:

To update Panel Members on the revised Forward Plan and Exempt Cabinet Reports List (hereby referred to as the Forward Plan) of key decisions and allow the Panel to consider whether it wishes to be consulted upon any of the items.

### Recommendation(s):

Members' instructions are invited.

### CORPORATE IMPLICATIONS

<b>Financial and Value for Money</b>	There are no financial implications arising directly from this report.	
<b>Legal</b>	There are no legal implications arising directly from this report.	
<b>Corporate</b>	The Forward Plan is a publication of key decisions, policy framework.	
<b>Equalities Act 2010 &amp; Public Sector Equality Duty</b>	Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.	
	Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.	
	Please indicate which aim is relevant to the report.	
	Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	
	Advance equality of opportunity between people who share a protected characteristic and people who do not share it	
	Foster good relations between people who share a protected characteristic and people who do not share it.	✓

	There no equity and equalities issues arising directly from this report but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure that policy decisions being made and service delivery to residents match these.
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<b>CORPORATE PRIORITIES (tick those relevant)✓</b>	
Growth	
Environment	
Communities	✓

## 1.0 Introduction and Background

- 1.1 The law requires that the Council regularly publish a Forward Plan of Key Decisions. Thanet's Forward Plan and Exempt Cabinet Report List is updated monthly and published on the Council's internet site [www.thanet.gov.uk](http://www.thanet.gov.uk)
- 1.2 The aim of the Forward Plan is to allow the general public and Council Members to see what decisions are coming up over the next few months and how they will be handled i.e. whether a decision will be taken by Cabinet or Council, and whether there will be input from Overview & Scrutiny during the process.
- 1.3 Overview & Scrutiny receives an updated copy of the Forward Plan at each Panel meeting. The Panel can identify any item on the Forward Plan to be added to the Overview and Scrutiny work programme in order to be scrutinised further. A copy of the latest version of the Forward Plan is attached at Annex 1 to the report.
- 1.4 Members may wish to note that the new The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 requires that the Council gives 28 clear days' notice of any key decision or of any reports which the Cabinet intends to consider in private session.

Contact Officer:	Charles Hungwe, Senior Democratic Services Officer, Ext 57186
Reporting to:	Nick Hughes, Committee Services Manager, Ext 57208

## Annex List

Annex 1	Forward Plan & Exempt Cabinet Reports List
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## Background Papers

Title	Details of where to access copy
None	N/A

## Corporate Consultation

<b>Finance</b>	Matt Sanham, Financial Services Manager
<b>Legal</b>	Tim Howes, Director of Corporate Governance & Monitoring Officer



## **FORWARD PLAN AND EXEMPT CABINET REPORT LIST**

### **12 FEBRUARY 2020 TO 31 AUGUST 2020**

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 requires the Council to give 28 clear days' notice of any key decision or of any reports which the Cabinet intends to consider in private session.

#### Key decisions

A key decision is an executive decision (taken by cabinet or by an individual Cabinet member on cabinet's behalf):

- 1) Which involves the incurring of expenditure, or the making of savings, by the Council, which are anticipated to be £250,000 or above. The exception to this rule being where approval has previously been received to incur that expenditure by the Executive, notwithstanding criterion 3; or
- 2) Where the Council is entering into a contractual obligation with a value of £750,000 or above; or
- 3) For the acquisition or disposal of land or property with a value of £750,000 or above; or
- 4) Where the effect would be on communities living or working in the district, in an area comprising two or more wards. However, decisions that impact on communities living or working in one ward will be treated as "key" if the impact is likely to be very significant.

If an executive decision does not fall into any of the above categories, it is included as non-key. Thanet District Council also includes in its published Forward Plan decisions affecting Policy Framework and Budget Setting. Other Council decisions may also be included if they have a significant impact on communities. In such cases, the decision type will be denoted as "other".

#### Reports to be considered in private session

The second last column of the Plan indicates where a report is likely to contain exempt information and result in the public and press being asked to leave the meeting for the consideration of the whole or part of the item.

If you wish to make any representations relating to a proposal to hold part of a meeting in private due to the potential disclosure of exempt information, please contact Nicholas Hughes, Committee Services Manager, PO Box 9, Cecil Street, Margate, Kent CT9 1XZ, [nicholas.hughes@thanet.gov.uk](mailto:nicholas.hughes@thanet.gov.uk), telephone number 01843 577208, at least 14 calendar days before the date of that meeting.

# Agenda Item 7

## Annex 1

At least 5 clear (working) days before the meeting, the Council will publish on its website a notice giving details of representations received about why the meeting should be open to the public and a statement of its response.

The Plan represents a snapshot of decisions in the system as at the date of publication. It is updated 28 clear days before each meeting of Cabinet. The Plan is available for inspection at all reasonable hours free of charge at Thanet Gateway Plus, Cecil Street, Margate, Kent CT9 1RE.

### Availability of documents

Subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document listed in the Plan will be available from Thanet Gateway Plus, Cecil Street, Margate, Kent CT 9 1RE. Other documents relevant to those matters may be submitted to the decision makers; if that is the case, details of the documents as they become available can be requested by telephoning Democratic Services on 01843 577500 or by emailing [committee@thanet.gov.uk](mailto:committee@thanet.gov.uk).

The documents listed in the Plan will be published on the Council's website at least five clear (working) days before the decision date. Other documents will be published at the same time or as soon as they become available.

The Cabinet comprises the following Members who have responsibility for the portfolio areas shown:

Councillor Rick Everitt	Leader of the Council
Councillor Helen Whitehead	Deputy Leader of the Council and Cabinet Member for Housing and Safer Neighbourhoods
Councillor Steve Albon	Cabinet Member for Operational Services
Councillor Ruth Duckworth	Cabinet Member for Corporate Governance and Coastal Development
Councillor Rob Yates	Cabinet Member for Financial Services and Estates

## 12 February 2020 to 31 August 2020

Decision to be Considered	What the Decision will mean	1. Decision Path/ 2. Lead Officer	Lead Cabinet Member	For Decision by (in case of O & S, consultation date)	Decision Type	Details of any information likely to be considered in private under Schedule 12A of the Local Government Act 1972	Documents submitted to the Decision Maker
The future of the Council's Landlord Service	To consider the future options for the provision of the service provided by East Kent Housing and consider whether to bring these services back in house.	1.Cabinet  Overview & Scrutiny Panel 2.Bob Porter, Head of Housing and Planning	Deputy Leader and Cabinet Member for Housing and Safer Neighbourhoods	17 Feb 20  20 Feb 20	Key		Cabinet Report  OSP Presentation (post decision)
Corporate Performance Report Quarter 3 2019-20	Monitoring the performance of the council against the corporate priorities	1.Overview & Scrutiny Panel  Cabinet 2.Hannah Thorpe	Councillor Rob Yates, Cabinet Member for Financial Services & Estates	20 Feb 20  12 Mar 20	Non-Key		Overview & Scrutiny Panel report  Cabinet report

Annex 1

Agenda Item 7

Decision to be Considered	What the Decision will mean	1. Decision Path/ 2. Lead Officer	Lead Cabinet Member	For Decision by (in case of O & S, consultation date)	Decision Type	Details of any information likely to be considered in private under Schedule 12A of the Local Government Act 1972	Documents submitted to the Decision Maker
Decision to be Considered	What the Decision will mean	1. Decision Path/ 2. Lead Officer	Lead Cabinet Member	For Decision by (in case of O & S, consultation date)	Decision Type	Details of any information likely to be considered in private under Schedule 12A of the Local Government Act 1972	Documents submitted to the Decision Maker
2019-20 Quarter 3 Budget Monitoring	Q3 update of the Budget position for the current financial year	1.Cabinet 2.Chris Blundell, Head of Financial Services	Councillor Rob Yates, Cabinet Member for Financial Services & Estates	12 Mar 20	Non-Key		Cabinet report
Climate Change Emergency Report	Report back to Cabinet on the current situation, immediate and longer-term actions to be taken.	1.Cabinet 2.Jasmin Vickers, Environmental Education Officer	Councillor Ruth Duckworth, Cabinet Member for Corporate Governance & Coastal Development	12 Mar 20	Key		Cabinet report



Decision to be Considered	What the Decision will mean	1. Decision Path/ 2. Lead Officer	Lead Cabinet Member	For Decision by (in case of O & S, consultation date)	Decision Type	Details of any information likely to be considered in private under Schedule 12A of the Local Government Act 1972	Documents submitted to the Decision Maker
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Thanet Local Plan - Inspectors' Report (Reg 25) And Adoption (Reg 26)	To adopt the Local Plan with the recommended modifications. This would provide the Council with a "sound" Local Plan, on which it can base planning decisions; provides certainty for local people, agents and developers, in terms of where development should happen and where it should not; and helps to guide investment and provides the basis for infrastructure bids to Government. It will also provide a 5-year supply of housing land, and a robust framework for Planning Appeals. To adopt the Thanet Landscape Character Assessment as a Supplementary Planning Document	1. Overview & Scrutiny Panel  Cabinet  Council 2. Adrian Verrall, Strategic Planning Manager	Leader of the Council	Not before 2nd Apr 20  Not before 9th Apr 20  Not before 16th Apr 20	Policy Framework		Overview and Scrutiny Panel  Cabinet Report  Council Report

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Corporate Performance Report Quarter 4 2019-20	Monitoring the performance of the council against the corporate priorities	1. Overview & Scrutiny Panel  Cabinet 2. Hannah Thorpe	Councillor Rob Yates, Cabinet Member for Financial Services & Estates	26 May 20  Before 31 Jul 20	Non-Key		Overview & Scrutiny Panel report  Cabinet report