



AGENDA

CABINET SCRUTINY COMMITTEE

Tuesday, 21st July, 2009, at 9.00 am
Darent Room, Sessions House, County
Hall, Maidstone

Ask for: **Peter Sass**
Telephone: **01622 694002**

Refreshments will be available 15 minutes before the start of the meeting

Timing of items as shown below is approximate and subject to change.

County Councillors who are not Members of the Committee but who wish to ask questions at the meeting are asked to notify the Chairman of their questions in advance.

Please note that this meeting will be webcast

UNRESTRICTED ITEMS

(During these items the meeting is likely to be open to the public)

A. COMMITTEE BUSINESS

- A1 Substitutes
- A2 Declarations of Interests by Members in Items on the Agenda for this Meeting
- A3 Election of Vice Chairman
- A4 Minutes - 29 April 2009 (Pages 1 - 10)
- A5 Follow-up Items from Cabinet Scrutiny Committee (Pages 11 - 26)
- A6 Informal Member Group on Budgetary Issues - 14 May 2009 (Pages 27 - 28)
- A7 Informal Member Group on Budgetary Issues - 9 July 2009 (to follow)

B. FOR COMMITTEE'S CONSIDERATION

- B1 Options for Overview and Scrutiny (Pages 29 - 44)

Mr A J King, Cabinet Member for Localism and Partnerships; Mr P D Wickenden, Overview, Scrutiny and Localism Manager; and Mr D Whittle, Policy Manager, will attend the meeting from 9.30 am to 10.30 am to answer Members' questions on this item.

C. CABINET/CABINET MEMBER DECISIONS AT VARIANCE TO APPROVED BUDGET OR POLICY FRAMEWORK

No items.

D. CABINET DECISIONS

D1 Annual Unit Business Plans 2009/10 (Pages 45 - 46)

D2 Other Cabinet Decisions

Any Member of the Committee is entitled to propose discussion and/or postponement of any other decision taken by the Cabinet at its last meeting.

(Members who wish to exercise their right under this item are asked to notify the Head of Democratic Services and Local Leadership of the decision concerned in advance.)

E. CABINET MEMBER DECISIONS

No items.

F. OFFICER AND COUNCIL COMMITTEE DECISIONS

F1 KCC Membership of the Kent and Medway Fire and Rescue Authority (Pages 47 - 68)

Mrs P A V Stockell, Chairman of Selection and Member Services Committee, and Mr P Sass, Head of Democratic Services and Local Leadership, will attend the meeting from 11.00 am to 11.30 am to answer Members' questions on this item.

F2 Other Officer and Council Committee Decisions

The Committee may resolve to consider any other decision taken since its last meeting by an Officer or Council Committee exercising functions delegated to it by the Council.

(Members who wish to propose that the Committee should consider any Officer or Council Committee decision are asked to inform the Head of Democratic Services and Local Leadership of the decision concerned in advance).

EXEMPT ITEMS

(At the time of preparing the agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public)

Peter Sass
Head of Democratic Services and Local Leadership
(01622) 694002

Monday, 13 July 2009

Please note that any background documents referred to in the accompanying papers maybe inspected by arrangement with the officer responsible for preparing the relevant report.

KENT COUNTY COUNCIL**CABINET SCRUTINY COMMITTEE**

MINUTES of a meeting of the Cabinet Scrutiny Committee held in the Darent Room, Sessions House, County Hall, Maidstone on Wednesday, 29 April 2009.

PRESENT: Dr M R Eddy (Chairman), Mr D Smyth (Vice-Chairman), Ms S J Carey, Mr A R Chell, Mr B R Cope, Mrs T Dean, Mr R W Gough, Mr M J Harrison (Substitute for Mr J E Scholes), Mr C Hart, Mrs S V Hohler, Mr G A Horne MBE, Mr E E C Hotson, Mr R E King, Mrs J Law, Mr M J Northey, Mr J D Simmonds and Mr R Truelove

ALSO PRESENT: Mr P B Carter and Mr N J D Chard

IN ATTENDANCE: Ms L McMullan (Director of Finance), Ms A Beer (Director of Personnel & Development), Mrs S Garton (Head of County Performance and Evaluation Manager), Miss J Purvis (Improvement & Engagement Officer), Mr P Sass (Head of Democratic Services and Local Leadership) and Mrs A Taylor (Research Officer to Cabinet Scrutiny Committee)

UNRESTRICTED ITEMS**142. Minutes - 8 April 2009**
(Item. A3)

The minutes of the meeting held on 8 April 2009 were approved as a correct record.

143. Follow-up Items from Cabinet Scrutiny Committee
(Item. A4)

The Chairman referred to the Committee's previous request for information following the recommendations of the Communications and Media IMG, as set out on page 12 of the agenda, Mrs Taylor agreed to chase the items up.

Mr Hart referred to the Mosaic report which the Committee requested sight of at their last meeting. The report stated that Freedom Pass holders from more affluent areas were dominant compared to young people in less affluent areas, this was an issue that the Committee wanted to address. The Chairman reported to the Committee feedback from the Cabinet meeting on 20 April - comments regarding Kent Freedom Pass were noted but for clarity Cabinet wished to record that fact that whilst it fully supported the review of the existing scheme it could not give any form of commitment to it being extended to cover the 16 – 18 year old group, because of the significant effect that would have in terms of the budget. A possible source of some funding could be through the colleges of further education and that possibility should be investigated. Mr Truelove suggested that the Committee should continue to sustain the argument that the scheme should be extended to the 16 – 18 year old year groups and to children who travel outside of Kent. Mrs Dean referred to a previous request for proposals from the Cabinet Member about how the County Council might address the promotion of the Kent Freedom Pass scheme and asked that this be followed up. Mr Simmonds suggested that these

points be taken up by the review in September. Mrs Dean had concerns over the timing, new passes were due to be issued in June and Mr Sass confirmed that the IMG that the Committee had previously agreed to set up could take up the point of publicising the Freedom Pass. The Chairman suggested that a note be sent to the Cabinet Member and the relevant Officers pointing out the issues around the timing of the IMG and the distribution of Freedom Passes in June and also to asking them to give some preliminary consideration to improvements in the publicity of the Freedom Pass. Mrs Law suggested that the Youth Advisory Group should be involved in any review of the Freedom Pass.

Members noted the information contained within the report.

144. Informal Member Group on Budgetary Issues- 16 April 2009
(Item. A5)

Mr Chard and Ms McMullan were present for this item.

An addendum report relating to the Council's treasury management function had been tabled for Members' consideration. Mr Simmonds summarised the debate at the Budget IMG and explained that the discussions around treasury management had been superseded by the tabled paper which contained a proposal from the Leader of the Council – that an Advisory Group should be formed.

Mr Smyth explained to the Committee that he supported the original proposal of the Budget IMG that treasury management would be scrutinised by the Budget IMG on a quarterly basis, it was a dynamic and useful way of involving Members in the treasury management process. The proposal within the addendum report was to create a sub committee of the Cabinet and Mr Smyth had concerns that this group would not have the degree of detachment that a group dealing with treasury management should have. In his opinion it was an inferior proposal to the recommendation of the Budget IMG. Mr Simmonds considered that it was right that the Cabinet was aware of the Council's actions regarding treasury management at the earliest opportunity, but that the proposal did not preclude the Budget IMG being involved. Mrs Dean explained that she did not agree with the recommendations of the Budget IMG, her preference was for this role to be undertaken by the Governance and Audit Committee. Mrs Dean requested that in relation to the membership of the proposed Treasury Advisory Group, group Leaders had the flexibility to nominate Members onto the group with special expertise. She also requested that the minutes of the meetings of the Treasury Advisory Group be reported to the Governance and Audit Committee and the Budget IMG as a matter of course.

Mrs Dean stated that her understanding was that the Audit Commission stated that reports should at least go to the Governance and Audit Committee, which did not happen at KCC. Ms McMullan clarified that reports did go to the Governance and Audit Committee and KCC did comply with all the best practice guidelines. The Treasury Advisory Group was vital for pre-scrutiny in a private and confidential setting. The Governance and Audit Committee was a webcast meeting so the information that was able to be shared would be more restricted.

Mr Chard stated that he supported the proposal within the addendum report and he was relaxed about the membership of the Treasury Advisory Group.

Mr Northey asked that the options paper relating to the POCs involvement in the budget setting process and the paper detailing the locations of all cash deposits be circulated to all Members of the Committee – this was agreed by the Committee.

The Cabinet Scrutiny Committee endorsed the Leader's proposal that a Treasury Advisory Group (TAG) be set up with the following conditions:

1. The minutes of the TAG be sent to the Governance and Audit Committee and the Budget IMG for discussion;
2. Where appropriate, group leaders be allowed flexibility on membership of the group to take advantage of Members with expertise.

145. Salary Packages for Chief Officer Group
(Item. C1)

Ms Beer and Mr Carter were present for this item.

The Chairman read a section from the constitution (Appendix 4 part 2, Para 2.3) which stated that no discussion should take place in a meeting about the terms or conditions of employment or the conduct of any officer of the Council unless the meeting had first considered whether to exclude the public. The Committee were happy to proceed with the item on the public side of the agenda as the three spokespeople had previously taken advice from the Head of Legal Service and the Head of Personnel.

Mr Hart raised the issue of the Chief Executive's 'other allowances' which related to the sale of untaken annual leave. He considered it to be an incredible figure and he questioned whether the sale of leave should be allowed in such a senior position. Ms Beer responded by confirming that the ability to buy or sell annual leave was within the Kent Scheme Terms and Conditions and applied to all members of staff, on those conditions. Mr Truelove asked the Leader of the Council whether he considered that budgets relating to senior officer salaries might need to be tightened up in the future. Mr Carter explained that the responsibilities of the Council had increased and that the Council could be considered to be 'leaner' against the backdrop of the demands placed upon it.

Mrs Dean stated that she welcomed the fact that the Chief Executive had made his salary public, she considered that a 15% performance related pay award was very high and that it might be time for the Personnel Committee to address and review the issue of performance related pay. Mrs Dean asked what surveys were undertaken by the Council to ensure that the levels of performance reward grant were comparable with other authorities. Ms Beer explained that KCC salaries were compared with other Local Authorities, particularly larger county councils. KCC was a large authority and it was important to take the size of the organisation into account when considering the pay levels within the authority, unfortunately therefore direct comparators that reflected the size of the roles were relatively few. Jobs within KCC were graded using the HAY job evaluation scheme which enabled jobs and salaries within the public and private sector to be compared. Advice was also sought from the recruitment advertising agency on similar recently advertised jobs across the public sector but which also took into account directly comparable private sector roles. Similarly, advice is sought from Executive Search agencies when senior position recruitment is put out to tender. Overall there had been a

steady increase in recognition of senior positions in the public service and KCC had not increased the majority of County Officers' pay beyond the cost of living that applied to all staff within KCC. The performance pay element reflected the fact that the base salaries compared favourably to other authorities in terms of the size of Kent.

Mrs Dean asked whether the other Members of the Chief Officer Group had been consulted on whether they wished their salaries to be disclosed and if so what the response was. The other issue previously raised was the discrepancy between the Chief Officer's salaries figures published in the press. An explanation had been given outside of the meeting but it was necessary to explain this for the benefit of Committee Members. Ms Beer explained that because the information had been anonymised sufficiently it had not been necessary to consult with members of the Chief Officer Group on whether they wished their salaries to be made public. The discrepancies between the information in the Statement of Accounts and the information in response to Freedom of Information (FOI) requests arose because the Statement of Accounts for a particular financial year covered the amount of money that an individual had received in that year. In FOI requests the Council was asked how an individual was remunerated during the financial year. It was almost always the case that performance related payments were made in the following financial year, but would relate to the previous financial year and so discrepancies would arise between the figures contained in the Statement of Accounts and responses to FOI requests. Ms Beer explained that the Council responded to FOI requests by giving a salary range, the Chief Executive fell into the range of between £250,000 - £259,999 some of the recipients of the FOI response chose to take a mid point of that range and present that as the Chief Executive's salary which was inaccurate.

Mrs Dean requested information on the performance related pay award that had accrued to the Chief Officer Group, the average figure for the Chief Officer Group's performance related pay award seemed high and Mrs Dean was interested in comparing that average pay award with other Officers within KCC. Mrs Dean stated that of 23,000 employees 55 had received an 'excellent' rating, which would be broadly equivalent to the 13 – 15% pay reward that the Chief Officer Group had received. Ms Beer explained that the majority of staff on the Kent Scheme had salary progression dependent on performance through their salary scale whereas Chief Officers were on 'spot' salaries. The total amount paid to the Chief Officer Group would be provided to Committee Members. Ms Beer confirmed that staff who received a 'good' rating also received an incremental increase. To determine the number of employees who were recommended as 'excellent' was difficult but Ms Beer confirmed that she would see what information was available. The Cabinet Members and the Leaders of both opposition groups were consulted as part of the performance assessment of the Chief Officer Group so the pay awards reflected the feedback received. Mr Carter confirmed that he would welcome a discussion at the Personnel Committee about what was an appropriate level of performance award for senior directors, it was important to remember that contracts of employment had to be fulfilled. The performance rewards for directors were measured against objectives that were set by the Chief Executive in consultation with Mr Carter, and they were monitored at the year end in consultation with the Chief Executive, Leader and the Leaders of the opposition groups. The Council's track record over the past 4 years had been excellent, and the Council shouldn't be ashamed for rewarding staff for a job 'well done'. The Council would be reviewing the performance reward scheme to ensure that the allocations were assessed

equitably across the organisation and they were implemented with rigour and this would be debated at the Personnel Committee in the coming months. Mrs Dean endorsed the fact that performance related pay was a good tool, but it was notoriously difficult and needed to be fair across the authority. Mrs Dean confirmed that she was consulted on the performance of the Chief Officers, but the form was a qualitative one, which required a text response on the individual's strengths and weaknesses. The form did not ask for a recommendation on performance pay percentage. It was considered that it would be an improvement to the process if a quantitative section was included on the form in the future. The Chairman explained that it was difficult to give feedback on an officer's performance if the targets which the officers were working to were not supplied.

Mr Smyth asked the Leader whether he supported the publication of senior officer salaries which were over £150,000, should KCC lead the way in being open and transparent? Mr Carter stated that he believed in openness and transparency as long as it wasn't to the detriment of any individual. KCC's salaries had risen in relation to inflation over the past 30 years, if anything there was a slight diminution in relation to other public sector salaries. Ms Beer explained that KCC was responding to a consultation document on amending accounts and audit regulations to improve transparency of reporting of senior officer's remuneration in public bodies, this would be debated with Members. It was worth noting that KCC did give information in response to FOI requests about the level of remuneration for senior managers. Mr Smyth concluded by stating that public companies were required to publish total emoluments, Ms Beer explained that at KCC Chief Officers salaries were 'clean salaries' any lease car costs etc. were paid by the individual at full cost.

Resolved that:

1. The Cabinet Scrutiny Committee thanked Ms Beer and Mr Carter for their attendance at the meeting and for answering Members' questions;
2. The Committee also wanted to record their thanks to the Chief Executive for publishing his salary in an open and transparent way;
3. The Committee welcomed the Leader's offer that in light of the changing economic conditions the Personnel Committee be asked to consider the future performance reward levels of the Chief Officer Group;
4. The Committee asked that the figure for the total performance reward paid to the Chief Officer Group be provided to Committee Members;
5. The Committee asked that the form used by the Opposition Leaders to evaluate the performance of the Chief Officer Group be reviewed to include the opportunity to provide quantitative feedback on the level of any performance reward grant and the detail of the performance criteria and targets that the Officers were being evaluated on.

146. Corporate Assessment Performance Improvement Plan
(Item. D1)

Mr Carter, Mrs Garton and Miss Purvis were present for this item.

Mr Smyth began the debate by referring to code CMA1 – within area for improvement 2 – communications, the inspectors’ comment stated that ‘the council was over-keen to claim credit’, the monitoring comment stated that “there was no need for separate action, given the recognition that this was ‘unintentional’” Mr Smyth challenged the word ‘unintentional’; Mr Carter explained that in his opinion the monitoring comment was right and appropriate and he was keen to ensure that the transformation that the Council had been delivering was embedded and working. The Council should be proud of its successes and not be afraid of publicising them.

Mr Smyth referred to code CPA1 – within area for improvement 6 – corporate practice/processes, it was acknowledged that it was not possible to revise the T2010 document at this stage but Mr Smyth asked for an assurance from Mr Carter that the next plan took into account the implications from the comprehensive performance assessment, ensured that KCC’s role in achieving targets was made clear and that they had SMART indicators against them. Mr Carter explained that over the next four years the quality of performance management would be improved and the Council would work on limiting the bureaucracy involved.

Mr Hart referred to code MMC3 and MMC4 and asked whether it was right that the Leader was the ‘lead director’ for those improvements? Mr Carter explained that he had worked hard to ensure that the Chairmen and Members of the POCs made them more effective; he considered that it was up to the POCs to make themselves more vibrant and more exciting. An Informal Member Group would look at and monitor the progress of the Performance Improvement Plan recommendations. Mr Hart asked whether the Leader of the opposition group would be a more appropriate lead on that area for improvement. Mr Carter stated that the leaders should work together to achieve the objectives.

Mr Truelove referred to code CPB1, he stated that a recent Highways Advisory Board meeting showed that Kent Highways were still showing poor performance when it came to responding to the public, progress was being made but there was still a long way to go. In relation to code OCC2 - Mr Truelove also considered that further thought needed to be given to action to adapt to climate change and congestion within Maidstone town.

Mrs Hohler agreed with Mr Carter and explained that Members of the Communities POC, of which Mrs Hohler was the Chairman, were encouraged to input into the Committee and she had been impressed with a recent meeting of the Children’s Families and Education POC.

Mr Harrison queried code WDD2; the monitoring of that area stated that reports would be made to the Kent Public Service Board and Mr Harrison queried who the Board comprised of. Mr Carter explained that the Board was chaired by himself and included the Chief Executives of all the big public agencies in the county on issues of significant collective importance. The Chairman asked how and when the Board reported to the Council and Mr Carter confirmed that it reported to the Kent Partnership and had to report to the sovereign body with any decisions.

Mrs Dean referred to code MMC1, KCC were asked to ensure that Members had real public engagement and debate with all sections of the community; this was a crucial area for the Council. The evidence of improvement stated that there should be ‘wider implementation of the Neighbourhood Forum model of Local Boards’ and

evidence under code MMB3 stated 'increase in officer support to Local Boards'. Mrs Dean asked about the level of support expected in the new council for the Local Boards, a number of Members considered that the Neighbourhood Forum model was the best in terms of engaging with local Members but there was clearly an issue of resources to support the local boards. Mrs Dean asked the Leader how the issue would be taken forward and how the issue of resources would be resolved. The Leader explained that the Council was in a transition from local boards to predominantly Neighbourhood Forums, it was an evolving process, a budget had been set for officer support, which had been increased and this would have to be reviewed at the end of the year or in the case of a significant crisis where the demands placed on officers were unreasonable. Members should not expect, individually, the same number of hours of officer support as they would do if they were working in a collective of three or four Members.

Mr Simmonds considered that KCC did some excellent work informing its Members but the take up of briefing sessions was often disappointing. Many agendas, such as the CFE POC contained a lot of statutory material which submerged the agenda and often stifled discussion on pressing issues. Mr Simmonds asked that this be considered to allow the POCs to concentrate on significant issues. The Corporate POC was a good model of how the Committees should work. Mr Carter concurred with Mr Simmonds and expressed his view that the CFE POC was trying to do the impossible with the statutory material it had to deal with.

The Chairman referred to code RMC3 under relationship management, the Inspector's comment stated that 'there was a need to strategically manage District Council relationships at senior management level, promoting a better level of trust to make them more effective'. The inspectors comment for RMC4 stated that the Council should 'adopt a less defensive approach to advice and guidance from regulators and local partners on areas of improvement and ways of doing things' Under evidence of improvement for both issues the comment stated that 'we believe this is the way we currently work'. The Chairman queried whether there was a degree of awareness of the way in which the Council was operating? Mr Carter stated that he didn't have to agree with everything the inspector said and he didn't on a number of issues. The relationship with the districts was a good one, and the two tier system did not get in the way, the Council was proud of its achievements.

The Chairman referred to code MMC1 – 'ensure Members have real public engagement and debate with all sections of the community' the evidence stated that 'regular Members attendance at District (s) LSPs' and this would be evident from the Member annual reports. The Chairman asked what structures would be put in place to allow Members to attend the District LSPs and therefore be able to include it in their Member annual report. Also, in terms of the monitoring of the improvement, whether it should include the fact that the LSP papers were available to the Members within the local area that they represent. Mr Carter considered that it might be appropriate for the Member Information Point to network with the LSPs around the county and inform the relevant Members.

Referring to code MMB1 (Members) which was 'ongoing via Inphase', the Chairman asked for more information on Inphase as he was not aware of the system. Mrs Garton explained that Inphase was a new performance management system used to record performance data, it was at an early stage and the new national indicator set, the LAA2 information, and the T2010 information was

currently being entered onto it. It would bring those three elements together to enable to user to drill down to look at the performance of directorates or business units. It was the intention to pilot the system initially with Cabinet Members, in terms of having remote access, and then it could be open to all Members. The Chairman queried whether it would contain real time performance information? Mrs Garton confirmed that where possible it could be 'real' time, more likely quarterly or six monthly, but in most cases the indicators were collected on an annual basis and therefore real time would not be possible. The Chairman asked that if information was being reported to the Cabinet Member, it would also be made available to all Members? Mrs Garton explained that directorates could decide which indicators they would report to their Members and how regularly.

Mrs Law referred to code WDA2, it was surprising that the inspector's comment contained the word 'ambitiously' and Mrs Law asked the Leader whether he considered it a very good aspiration to want to get to level one on the Equality Framework, Mr Carter agreed and the Council was making good progress.

Resolved that:

1. The Cabinet Scrutiny Committee thanked Mr Carter, Mrs Garton and Miss Purvis for their attendance at the meeting and for answering Members' questions;
2. The Cabinet Scrutiny Committee requested that further clarification be added to the Improvement Plan setting out the actions taken to achieve the improvement;
3. The Committee asked that the Performance Improvement Plan be reported back to the Committee in six months time when it was reported to COG and Cabinet.

147. Annual Unit Business Plans 2009/10 (Item. D2)

The Chairman explained that the Committee were being asked to consider which Business Plans to recommend to the future Committee for scrutiny. The following topics were suggested:

1. Kent Highway Services (including street lighting) (Mr Harrison, Mr Horne, Mr R King)
2. The Trading Standards Service (Mr Northey)
3. 14 – 24 Innovation, School Organisation (Mr Horne)
4. Kent Adult Education and KEY Training (Mr Smyth)
5. Supporting Independence Programme (Mr Smyth, Mr Gough)
6. Sport, Leisure and Olympics Service (Mr Truelove)
7. Special Schools Provision (Mr Simmonds)
8. Kent Youth Service (Mrs Dean)
9. How Kent Adult Social Services supplies a spot check service to ensure that elderly people receiving domiciliary care are getting the level of service which is being contracted for and is satisfactory to them. (Mrs Dean)
10. Waste Management (Mr R King)
11. Joint Commissioning and priorities with NHS (Mr Gough)
12. Mental Health (Mr Cope)

Kent Highway Services was a popular suggestion, Members suggested that it include the issue of street lighting, white lines and signage and there was a general consensus that Kent Highway Services would be a priority, with interest expressed in items 2 – 10 above. It was suggested that the HOSC might wish to take on the issue of the Joint Commissioning and priorities with NHS, and the Mental Health Services, Mrs Taylor agreed to consult the Chairman of the HOSC regarding that issue.

Resolved that:

The Cabinet Scrutiny Committee recommend that the future committee might like to consider the above suggestions for scrutiny of the business plans.

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By: Peter Sass - Head of Democratic Services and Local Leadership

To: Cabinet Scrutiny Committee – 21 July 2009

Subject: Follow up items from Cabinet Scrutiny Committee

Classification: Unrestricted

Summary: This report sets out the items which the Cabinet Scrutiny Committee has raised previously for follow up

Introduction

1. This is a rolling schedule of information requested previously by the Cabinet Scrutiny Committee.
2. If the information supplied is satisfactory it will be removed following the meeting, but if the Committee should find the information to be unsatisfactory it will remain on the schedule with a request for further information.

Recommendation

3. That the Cabinet Scrutiny Committee notes the responses to the issues raised previously.

Contact: Peter Sass
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Background Information: *Nil*

	Issue	Response
10.12.08	<p>Highways Business Plan IMG 02.12.08</p> <ul style="list-style-type: none"> - A list of gully schedules be supplied to all Members after the elections - The informal briefing on EDF given to Members by KHS Technical Services be repeated in the spring. 	<p>Following the elections in June – information has been requested</p>
22.10.08	<p>IMG on Managing Motorways and Trunk Roads in Kent:</p> <ul style="list-style-type: none"> - Further advice be requested from Officers and the Cabinet Member when the results of the bidding process were known - Officers and the Cabinet Member report back to the Cabinet Scrutiny Committee, including information on possible BVPIs, a year after the contract has commenced. 	<p>Document detailing changes to original contract circulated to Members of CSC 13.11.08.</p>
21.01.09	<p>Comms & Media Business Plan</p> <ul style="list-style-type: none"> - Chief Executive's offer to give Members the opportunity to visit the IBM research facility in Hampshire - Chief Executive's offer to hold a seminar for Members on the 'Future of Communication' - Chief Executive's offer that the two pilot schemes in Swale & West Malling should be presented to Members - Further details of translation services and their cost be provided to all Members of the Cabinet Scrutiny Committee - Briefing note on the report on the ways in which we consult with the public being prepared by Robert Hardy - Communications protocol in relation to the promotion of Council Services be circulated to all Members 	<ul style="list-style-type: none"> - Work has begun on organising a visit to IBM, an initial date was arranged but due to a difficulty at IMB it was withdrawn before Members were informed. Another date will be sought after the elections. - A seminar on the 'Future of Communication' will be organised following the elections

08.04.09	Children's Centres: Members requested the dates on which the Children's Centres were designated as opposed to the date of construction.	Attached at Appendix A
08.04.09	Children's Centres: Members requested a copy of the original and the revised contract for the Round 2 Children's Centres be made available.	This is a substantial document and is available from Anna Taylor (extension 4764)
08.04.09	Members requested figures on the average deprivation for each ward to be served by a Children's Centre.	Attached at Appendix A
08.04.09	An IMG be set up to feed into the review of the Freedom Pass in September.	Following the elections in June
29.04.09	Freedom Pass – A note be sent to the Cabinet Member and the relevant officers pointing out the issues around the timing of the IMG and the distribution of Freedom Passes in June and asking them to give some preliminary consideration to improvements in the publicity of the Freedom Pass.	There has been a high level of awareness raising for each the Freedom launches. Officers have worked very closely with the Youth Forum and this has been very successful. There is a limited resource to put into launches and Officers endeavour to use this to the best advantage.
29.04.09	The figure for the total performance reward paid to the Chief Officer Group be provided to Committee Members.	Information requested
29.04.09	Information on the number of employees who were recommended as 'excellent'. Ms Beer agreed to circulate available information to Committee Members.	Information requested
29.04.09	In light of the changing economic conditions the Personnel Committee be asked to consider the future performance reward levels of the Chief Officer Group.	Future performance reward levels will be considered by the Personnel Committee for future contracts (renewals and new appointments) for senior staff.
29.04.09	The form used by the opposition Leaders to evaluate the performance of the Chief Officer Group be reviewed to include the opportunity to provide quantitative feedback on the level of any performance reward grant and the detail of the	Information requested

	performance criteria and targets that the Officers were being evaluated on.	
29.04.09	Further clarification be added to the Improvement Plan setting out the actions taken to achieve the improvement.	This was agreed
29.04.09	The Performance Improvement Plan be reported back to the Committee in six months time when it was reported to COG and Cabinet.	This was agreed – the first review update report on the Performance Improvement plan will be in October 2009.
29.04.09	HOSC to be consulted over taking on the issue of the Joint Commissioning and priorities within NHS and the Mental Health Services.	Following the elections the HOSC will consider their future work programme and will take into account the views of the Cabinet Scrutiny Committee.

Designation and Deprivation Statistics round 1 by designation date

Centre	Designation Date	LCSP Area	Ward in which centre located	Deprivation Range (ODPM 2004 IMD data, top %) From	Deprivation Range (ODPM 2004 IMD data, top %) To	Average % deprivation across catchment area
Millmead	01/07/04	Thanet 1	Dane Valley	8	40	23
The Village	01/07/04	Shepway 1	Folkestone Foord	13	63	32
Aylesham	09/08/05	Dover	Aylesham	20	71	49
St Radigunds	09/08/05	Dover	St Radigunds	9	94	54
Temple Hill	09/08/05	Dartford West	Joyce Green	18	52	29
The Willows (Ashford)	28/09/05	Ashford 1	Beaver	18	59	35
Seashells	11/11/05	Swale Urban	Sheerness West	6	23	14
Riverside (Gravesham)	17/11/05	Gravesham	Riverside	13	81	42
Hawkinge	05/01/06	Shepway 1	North Downs East	28	92	69
Ray Allen	28/03/06	Ashford 1	Stanhope	10	83	50
Tower Hamlets	29/03/06	Dover	Tower Hamlets	20	74	33
Buckland	30/03/06	Dover	Buckland	16	74	42
Riverside (C'bury)	04/07/06	Canterbury City & Country	Northgate	21	84	45
The Meadows	11/07/06	Maidstone 2	Park Wood	9	64	34
Oakfield	11/09/06	Dartford West	Princes	21	76	47
Milton Court	18/09/06	Swale Urban	Milton Regis	17	74	46
Newlands	19/10/06	Thanet 2	Sir Moses Montefiore	5	56	27

Designation and Deprivation Statistics round 1 by range

Centre	Designation Date	LCSP Area	Ward in which centre located	Deprivation Range (ODPM 2004 IMD data, top %) From	Deprivation Range (ODPM 2004 IMD data, top %) To	Average % deprivation across catchment area
Newlands	19/10/06	Thanet 2	Sir Moses Montefiore	5	56	27
Seashells	11/11/05	Swale Urban	Sheerness West	6	23	14
Millmead	01/07/04	Thanet 1	Dane Valley	8	40	23
St Radigunds	09/08/05	Dover	St Radigunds	9	94	54
The Meadows	11/07/06	Maidstone 2	Park Wood	9	64	34
Ray Allen	28/03/06	Ashford 1	Stanhope	10	83	50
The Village	01/07/04	Shepway 1	Folkestone Foord	13	63	32
Riverside (Gravesham)	17/11/05	Gravesham	Riverside	13	81	42
Buckland	30/03/06	Dover	Buckland	16	74	42
Milton Court	18/09/06	Swale Urban	Milton Regis	17	74	46
Temple Hill	09/08/05	Dartford West	Joyce Green	18	52	29
The Willows (Ashford)	28/09/05	Ashford 1	Beaver	18	59	35
Aylesham	09/08/05	Dover	Aylesham	20	71	49
Tower Hamlets	29/03/06	Dover	Tower Hamlets	20	74	33
Riverside (C'bury)	04/07/06	Canterbury City & Country	Northgate	21	84	45
Oakfield	11/09/06	Dartford West	Princes	21	76	47
Hawkinge	05/01/06	Shepway 1	North Downs East	28	92	69

Designation and Deprivation statistics round 1 by average

Centre	Designation Date	LCSP Area	Ward in which centre located	Deprivation Range (ODPM 2004 IMD data, top %) From	Deprivation Range (ODPM 2004 IMD data, top %) To	Average % deprivation across catchment area
Seashells	11/11/05	Swale Urban	Sheerness West	6	23	14
Millmead	01/07/04	Thanet 1	Dane Valley	8	40	23
Newlands	19/10/06	Thanet 2	Sir Moses Montefiore	5	56	27
Temple Hill	09/08/05	Dartford West	Joyce Green	18	52	29
The Village	01/07/04	Shepway 1	Folkestone Foord	13	63	32
Tower Hamlets	29/03/06	Dover	Tower Hamlets	20	74	33
The Meadows	11/07/06	Maidstone 2	Park Wood	9	64	34
The Willows (Ashford)	28/09/05	Ashford 1	Beaver	18	59	35
Riverside (Gravesham)	17/11/05	Gravesham	Riverside	13	81	42
Buckland	30/03/06	Dover	Buckland	16	74	42
Riverside (C'bury)	04/07/06	Canterbury City & Country	Northgate	21	84	45
Milton Court	18/09/06	Swale Urban	Milton Regis	17	74	46
Oakfield	11/09/06	Dartford West	Princes	21	76	47
Aylesham	09/08/05	Dover	Aylesham	20	71	49
Ray Allen	28/03/06	Ashford 1	Stanhope	10	83	50
St Radigunds	09/08/05	Dover	St Radigunds	9	94	54
Hawkinge	05/01/06	Shepway 1	North Downs East	28	92	69

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Designation and Deprivation Statistics Round 2 by Designation Date

Centre	Designation Date	LCSP Area	Ward in which centre located	Deprivation Range (ODPM 2004 IMD data, top %) From	Deprivation Range (ODPM 2004 IMD data, top %) To	Average % deprivation across catchment area
FEYC	27/11/07	Shepway 1	Folkestone Harvey Central	3	80	29
Kings Farm	21/12/07	Gravesham	Whitehill	11	72	39
Grove Park	21/12/07	Swale Urban	Grove (part)	46	82	65
Dymchurch	28/01/08	Shepway Rural	Dymchurch & St Marys Bay	31	66	44
Shears Green	29/01/08	Gravesham	Coldharbour	25	65	42
Darenth	31/01/08	Dartford East	Bean & Darenth	24	89	59
Lydd	31/01/08	Shepway Rural	Lydd	26	49	36
Swalecliffe	31/01/08	Canterbury Coastal	Chestfield & Swalecliffe	31	84	68
Eythorne	31/01/08	Dover	Eythorne & Shepherdswell	42	72	55
Chantry	25/02/08	Gravesham	Riverside	10	47	32
Sunshine	25/02/08	Maidstone 2	High Street	14	71	40
Aycliffe	25/02/08	Dover	Town & Pier	16	80	44
Parkside	25/02/08	Canterbury Coastal	Heron	19	60	39
Briary	25/02/08	Canterbury Coastal	Herne & Broomfield	22	77	61
Hornbeam	25/02/08	Deal & Sandwich	Mill Hill	25	85	51
Knockhall	25/02/08	Dartford East	Greenhithe	27	76	53
Little Forest	25/02/08	Tunbridge Wells	Sherwood	28	85	55
Greenfields	25/02/08	Maidstone 2	Shepway North	32	96	69
St Nicholas- New Romney	25/02/08	Shepway Rural	New Romney Town	36	75	52
Cheriton	25/02/08	Shepway 1	Morehall	40	70	50
Newington	28/02/08	Thanet 2	Newington	8	35	20
Swanscombe	28/02/08	Dartford East	Swanscombe	18	59	39
Joy Lane	28/02/08	Canterbury Coastal	Seasalter	18	80	50
Lawn	28/02/08	Gravesham	Northfleet North	19	48	28
Wincheap	28/02/08	Canterbury City & Country	Wincheap	19	83	55
Hersden	28/02/08	Canterbury Coastal	Marshside	35	83	59
Edenbridge	28/02/08	Sevenoaks South	Edenbridge South & West	37	90	63
Maypole	28/02/08	Dartford West	Joydens Wood	39	91	78
Birchington	28/02/08	Thanet 1	Birchington South	40	72	55
Murston	25/03/08	Swale Rural	Murston	10	89	48
Phoenix	25/03/08	Ashford 1	Bybrook	33	88	66
St Pauls	25/03/08	Tunbridge Wells	Rusthall	55	93	77
South Tonbridge	25/03/08	Tonbridge	Judd	63	95	77
Woodgrove	28/03/08	Swale Urban	Grove (part)	23	94	62
Swanley	28/03/08	Swanley & District	Swanley White Oak	23	98	54
Bysing Wood	28/03/08	Swale Rural	St Annes	25	80	47
Meopham	28/03/08	Gravesham	Meopham North	58	93	74
Cliftonville	29/03/08	Thanet 1	Cliftonville West	1	76	39
Minster	29/03/08	Swale Urban	Minster Cliffs	11	65	46
Garlinge	29/03/08	Thanet 1	Garlinge	12	67	36
St Mary of Charity	29/03/08	Swale Rural	Abbey	17	88	57
Callis Grange	29/03/08	Thanet 2	Beacon Road (part)	23	85	57
East Malling	29/03/08	Malling	East Malling	26	96	66
Swan Centre	29/03/08	Ashford 1	Sth Willesborough	28	66	47
Broadwater	29/03/08	Tunbridge Wells	Broadwater	31	96	72
Snodland	29/03/08	Malling	Snodland West	34	82	58
Long Mead	29/03/08	Tonbridge	Trench	34	99	78
Hothfield	29/03/08	Ashford Rural	Downs West	38	89	64
Cranbrook	29/03/08	Cranbrook & Paddock Wood	Benenden & Cranbrook	52	91	70
Tenterden	29/03/08	Ashford Rural	Tenterden North	53	88	71
Priory	31/03/08	Thanet 2	Central Harbour	18	77	41
Brent	19/03/09	Dartford West	Newtown	23	82	50
Warden & Leysdown	27/03/09	Swale Urban	Leysdown & Warden	6	27	18

Designation and Deprivation Statistics round 2 by range

Centre	Designation Date	LCSP Area	Ward in which centre located	Deprivation Range (ODPM 2004 IMD data, top %) From	Deprivation Range (ODPM 2004 IMD data, top %) To	Average % deprivation across catchment area
Cliftonville	29/03/08	Thanet 1	Cliftonville West	1	76	39
FEYC	27/11/07	Shepway 1	Folkestone Harvey Central	3	80	29
Warden & Leysdown	27/03/09	Swale Urban	Leysdown & Warden	6	27	18
Newington	28/02/08	Thanet 2	Newington	8	35	20
Chantry	25/02/08	Gravesham	Riverside	10	47	32
Murston	25/03/08	Swale Rural	Murston	10	89	48
Minster	29/03/08	Swale Urban	Minster Cliffs	11	65	46
Kings Farm	21/12/07	Gravesham	Whitehill	11	72	39
Garlinge	29/03/08	Thanet 1	Garlinge	12	67	36
Sunshine	25/02/08	Maidstone 2	High Street	14	71	40
Aycliffe	25/02/08	Dover	Town & Pier	16	80	44
St Mary of Charity	29/03/08	Swale Rural	Abbey	17	88	57
Swanscombe	28/02/08	Dartford East	Swanscombe	18	59	39
Priory	31/03/08	Thanet 2	Central Harbour	18	77	41
Joy Lane	28/02/08	Canterbury Coastal	Seasalter	18	80	50
Lawn	28/02/08	Gravesham	Northfleet North	19	48	28
Parkside	25/02/08	Canterbury Coastal	Heron	19	60	39
Wincheap	28/02/08	Canterbury City & Country	Wincheap	19	83	55
Briary	25/02/08	Canterbury Coastal	Herne & Broomfield	22	77	61
Brent	19/03/09	Dartford West	Newtown	23	82	50
Callis Grange	29/03/08	Thanet 2	Beacon Road (part)	23	85	57
Woodgrove	28/03/08	Swale Urban	Grove (part)	23	94	62
Swanley	28/03/08	Swanley & District	Swanley White Oak	23	98	54
Darenth	31/01/08	Dartford East	Bean & Darenth	24	89	59
Shears Green	29/01/08	Gravesham	Coldharbour	25	65	42
Bysing Wood	28/03/08	Swale Rural	St Annes	25	80	47
Hornbeam	25/02/08	Deal & Sandwich	Mill Hill	25	85	51
Lydd	31/01/08	Shepway Rural	Lydd	26	49	36
East Malling	29/03/08	Malling	East Malling	26	96	66
Knockhall	25/02/08	Dartford East	Greenhithe	27	76	53
Swan Centre	29/03/08	Ashford 1	Sth Willesborough	28	66	47
Little Forest	25/02/08	Tunbridge Wells	Sherwood	28	85	55
Dymchurch	28/01/08	Shepway Rural	Dymchurch & St Marys Bay	31	66	44
Swalecliffe	31/01/08	Canterbury Coastal	Chestfield & Swalecliffe	31	84	68
Broadwater	29/03/08	Tunbridge Wells	Broadwater	31	96	72
Greenfields	25/02/08	Maidstone 2	Shepway North	32	96	69
Phoenix	25/03/08	Ashford 1	Bybrook	33	88	66
Snodland	29/03/08	Malling	Snodland West	34	82	58
Long Mead	29/03/08	Tonbridge	Trench	34	99	78
Hersden	28/02/08	Canterbury Coastal	Marshside	35	83	59
St Nicholas- New Romney	25/02/08	Shepway Rural	New Romney Town	36	75	52
Edenbridge	28/02/08	Sevenoaks South	Edenbridge South & West	37	90	63
Hothfield	29/03/08	Ashford Rural	Downs West	38	89	64
Maypole	28/02/08	Dartford West	Joydens Wood	39	91	78
Cheriton	25/02/08	Shepway 1	Morehall	40	70	50
Birchington	28/02/08	Thanet 1	Birchington South	40	72	55
Eythorne	31/01/08	Dover	Eythorne & Shepherdswell	42	72	55
Grove Park	21/12/07	Swale Urban	Grove (part)	46	82	65
Cranbrook	29/03/08	Cranbrook & Paddock Wood	Benenden & Cranbrook	52	91	70
Tenterden	29/03/08	Ashford Rural	Tenterden North	53	88	71
St Pauls	25/03/08	Tunbridge Wells	Rusthall	55	93	77
Meopham	28/03/08	Gravesham	Meopham North	58	93	74
South Tonbridge	25/03/08	Tonbridge	Judd	63	95	77

Designation and Deprivation Statistics round 2 by average

Centre	Designation Date	LCSP Area	Ward in which centre located	Deprivation Range (ODPM 2004 IMD data, top %) From	Deprivation Range (ODPM 2004 IMD data, top %) To	Average % deprivation across catchment area
Warden & Leysdown	27/03/09	Swale Urban	Leysdown & Warden	6	27	18
Newington	28/02/08	Thanet 2	Newington	8	35	20
Lawn	28/02/08	Gravesham	Northfleet North	19	48	28
FEYC	27/11/07	Shepway 1	Folkestone Harvey Central	3	80	29
Chantry	25/02/08	Gravesham	Riverside	10	47	32
Garlinge	29/03/08	Thanet 1	Garlinge	12	67	36
Lydd	31/01/08	Shepway Rural	Lydd	26	49	36
Cliftonville	29/03/08	Thanet 1	Cliftonville West	1	76	39
Kings Farm	21/12/07	Gravesham	Whitehill	11	72	39
Swanscombe	28/02/08	Dartford East	Swanscombe	18	59	39
Parkside	25/02/08	Canterbury Coastal	Heron	19	60	39
Sunshine	25/02/08	Maidstone 2	High Street	14	71	40
Priory	31/03/08	Thanet 2	Central Harbour	18	77	41
Shears Green	29/01/08	Gravesham	Coldharbour	25	65	42
Aycliffe	25/02/08	Dover	Town & Pier	16	80	44
Dymchurch	28/01/08	Shepway Rural	Dymchurch & St Marys Bay	31	66	44
Minster	29/03/08	Swale Urban	Minster Cliffs	11	65	46
Bysing Wood	28/03/08	Swale Rural	St Annes	25	80	47
Swan Centre	29/03/08	Ashford 1	Sth Willesborough	28	66	47
Murston	25/03/08	Swale Rural	Murston	10	89	48
Joy Lane	28/02/08	Canterbury Coastal	Seasalter	18	80	50
Brent	19/03/09	Dartford West	Newtown	23	82	50
Cheriton	25/02/08	Shepway 1	Morehall	40	70	50
Hornbeam	25/02/08	Deal & Sandwich	Mill Hill	25	85	51
St Nicholas- New Romney	25/02/08	Shepway Rural	New Romney Town	36	75	52
Knockhall	25/02/08	Dartford East	Greenhithe	27	76	53
Swanley	28/03/08	Swalney & District	Swanley White Oak	23	98	54
Wincheap	28/02/08	Canterbury City & Coun	Wincheap	19	83	55
Little Forest	25/02/08	Tunbridge Wells	Sherwood	28	85	55
Birchington	28/02/08	Thanet 1	Birchington South	40	72	55
Eythorne	31/01/08	Dover	Eythorne & Shepherdswell	42	72	55
St Mary of Charity	29/03/08	Swale Rural	Abbey	17	88	57
Callis Grange	29/03/08	Thanet 2	Beacon Road (part)	23	85	57
Snodland	29/03/08	Malling	Snodland West	34	82	58
Darenth	31/01/08	Dartford East	Bean & Darenth	24	89	59
Hersden	28/02/08	Canterbury Coastal	Marshside	35	83	59
Briary	25/02/08	Canterbury Coastal	Herne & Broomfield	22	77	61
Woodgrove	28/03/08	Swale Urban	Grove (part)	23	94	62
Edenbridge	28/02/08	Sevenoaks South	Edenbridge South & West	37	90	63
Hothfield	29/03/08	Ashford Rural	Downs West	38	89	64
Grove Park	21/12/07	Swale Urban	Grove (part)	46	82	65
East Malling	29/03/08	Malling	East Malling	26	96	66
Phoenix	25/03/08	Ashford 1	Bybrook	33	88	66
Swalecliffe	31/01/08	Canterbury Coastal	Chestfield & Swalecliffe	31	84	68
Greenfields	25/02/08	Maidstone 2	Shepway North	32	96	69
Cranbrook	29/03/08	ranbrook & Paddock Woc	Benenden & Cranbrook	52	91	70
Tenterden	29/03/08	Ashford Rural	Tenterden North	53	88	71
Broadwater	29/03/08	Tunbridge Wells	Broadwater	31	96	72
Meopham	28/03/08	Gravesham	Meopham North	58	93	74
St Pauls	25/03/08	Tunbridge Wells	Rusthall	55	93	77
South Tonbridge	25/03/08	Tonbridge	Judd	63	95	77
Long Mead	29/03/08	Tonbridge	Trench	34	99	78
Maypole	28/02/08	Dartford West	Joydens Wood	39	91	78

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Designation and Deprivation Statistics round 3 by designation date

Centre ref number	Designation Date	LCSP Area	Ward in which centre located	Deprivation Range (ODPM 2007 IMD data, top %) From	Deprivation Range (ODPM 2007 IMD data, top %) To	Average % deprivation across catchment area
	01/03/10	Ashford 1		53	88	67
	01/03/10	Ashford 1		61	95	82
	01/03/10	Ashford Rural		52	82	70
	01/03/10	C'bury City & Country		48	80	64
	01/03/10	C'bury City & Country		36	83	66
	01/03/10	Dartford East		36	98	79
	01/03/10	Deal and Sandwich		41	72	57
	01/03/10	Gravesham		68	89	75
77	01/03/10	Gravesham	Painters Ash	39	94	69
73	01/03/10	Gravesham	Meopham North	58	93	75
80	01/03/10	Maidstone 1	Heath	35	97	72
81	01/03/10	Maidstone 1	Fawkham & West Kingsdown	56	96	71
	01/03/10	Maidstone 1		43	91	70
	01/03/10	Maidstone 2		45	99	80
76	01/03/10	Maidstone 2	East	32	93	72
	01/03/10	Maidstone 2		72	99	89
	01/03/10	Maidstone 2		54	96	69
	01/03/10	Malling		60	98	83
79	01/03/10	Malling	Kings Hill	74	96	85
	01/03/10	Malling		39	94	70
	01/03/10	Malling		58	97	76
74	01/03/10	Sevenoaks South	Westerham & Crockham Hill	51	94	75
75	01/03/10	Sevenoaks South	Dunton Green & Riverhead	67	99	85
	01/03/10	Sevenoaks South		56	97	84
	01/03/10	Sevenoaks South		56	98	77
	01/03/10	Swanley & District		62	95	73
	01/03/10	Tonbridge		43	90	71
	01/03/10	Tun Wells		39	99	74
78	01/03/10	Tun Wells	Pembury	61	95	77
	01/03/10	Cranbrook & P. Wood		53	95	71

Designation and deprivation Statistics round 3 by range

Centre	Designation Date	LCSA Area	Ward in which centre located	Deprivation Range (ODPM 2007 IMD data, top %) From	Deprivation Range (ODPM 2007 IMD data, top %) To	Average % deprivation across catchment area
76	01/03/10	Maidstone 2	East	32	93	72
80	01/03/10	Maidstone 1	Heath	35	97	72
	01/03/10	C'bury City & Country		36	83	66
	01/03/10	Dartford East		36	98	79
77	01/03/10	Gravesham	Painters Ash	39	94	69
	01/03/10	Malling		39	94	70
	01/03/10	Tun Wells		39	99	74
	01/03/10	Deal and Sandwich		41	72	57
	01/03/10	Maidstone 1		43	91	70
	01/03/10	Tonbridge		43	90	71
	01/03/10	Maidstone 2		45	99	80
	01/03/10	C'bury City & Country		48	80	64
74	01/03/10	Sevenoaks South	Westerham & Crockham Hill	51	94	75
	01/03/10	Ashford Rural		52	82	70
	01/03/10	Ashford 1		53	88	67
	01/03/10	Cranbrook & P. Wood		53	95	71
	01/03/10	Maidstone 2		54	96	69
81	01/03/10	Maidstone 1	Fawkham & West Kingsdown	56	96	71
	01/03/10	Sevenoaks South		56	97	84
	01/03/10	Sevenoaks South		56	98	77
73	01/03/10	Gravesham	Meopham North	58	93	75
	01/03/10	Malling		58	97	76
	01/03/10	Malling		60	98	83
	01/03/10	Ashford 1		61	95	82
78	01/03/10	Tun Wells	Pembury	61	95	77
	01/03/10	Swanley & District		62	95	73
75	01/03/10	Sevenoaks South	Dunton Green & Riverhead	67	99	85
	01/03/10	Gravesham		68	89	75
	01/03/10	Maidstone 2		72	99	89
79	01/03/10	Malling	Kings Hill	74	96	85

Designation and Deprivation Statistics round 3 by average

Centre	Designation Date	LCSA Area	Ward in which centre located	Deprivation Range (ODPM 2007 IMD data, top %) From	Deprivation Range (ODPM 2007 IMD data, top %) To	Average % deprivation across catchment area
	01/03/10	Deal and Sandwich	tbc	41	72	57
	01/03/10	C'bury City & Country	tbc	48	80	64
	01/03/10	C'bury City & Country	tbc	36	83	66
	01/03/10	Ashford 1	tbc	53	88	67
77	01/03/10	Gravesham	Painters Ash	39	94	69
	01/03/10	Maidstone 2	tbc	54	96	69
	01/03/10	Ashford Rural	tbc	52	82	70
	01/03/10	Maidstone 1	tbc	43	91	70
	01/03/10	Malling	tbc	39	94	70
81	01/03/10	Maidstone 1	Fawkham & West Kingsdown	56	96	71
	01/03/10	Tonbridge	tbc	43	90	71
	01/03/10	Cranbrook & P. Wood	tbc	53	95	71
80	01/03/10	Maidstone 1	Heath	35	97	72
76	01/03/10	Maidstone 2	East	32	93	72
	01/03/10	Swanley & District	tbc	62	95	73
	01/03/10	Tun Wells	tbc	39	99	74
	01/03/10	Gravesham	tbc	68	89	75
73	01/03/10	Gravesham	Meopham North	58	93	75
74	01/03/10	Sevenoaks South	Westerham & Crockham Hill	51	94	75
	01/03/10	Malling	tbc	58	97	76
	01/03/10	Sevenoaks South	tbc	56	98	77
78	01/03/10	Tun Wells	Pembury	61	95	77
	01/03/10	Dartford East	tbc	36	98	79
	01/03/10	Maidstone 2	tbc	45	99	80
	01/03/10	Ashford 1	tbc	61	95	82
	01/03/10	Malling	tbc	60	98	83
	01/03/10	Sevenoaks South	tbc	56	97	84
79	01/03/10	Malling	Kings Hill	74	96	85
75	01/03/10	Sevenoaks South	Durton Green & Riverhead	67	99	85
	01/03/10	Maidstone 2	tbc	72	99	89

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Notes of a meeting of the Cabinet Scrutiny Committee Informal Member Group on Budgetary Issues held on Thursday, 14 May 2009.

Present: Mr D Smyth (Chairman), Mr J D Simmonds

Officers: Ms L McMullan, Director of Finance, Mr A Wood, Head of Financial Management, Mr P Sass, Head of Democratic Services and Local Leadership and Mrs A Taylor, Research Officer to the Cabinet Scrutiny Committee.

Also Present: Mr N J D Chard, Cabinet Member for Finance

1. Notes of Previous Meeting held on 16 April 2009.

(Item 1)

- (1) The notes of the meeting held on 16 April 2009 were approved. Ms McMullan confirmed that the report on cash deposits (referred to in 3(4)) had been circulated to the Treasury Advisory Group at its meeting on 14 May, and this would also be circulated to Members of the Cabinet Scrutiny Committee.
- (2) Mr Smyth said that he agreed with the arrangements for Treasury Management contained within the minutes. He raised his concerns that the new arrangements for Treasury Management were inferior to the original recommendation of the Budget IMG and he regretted the fact that the new arrangements decisively strengthened the power of the Executive at the expense of the Policy Overview and Scrutiny function.

(Post meeting note: Mr Smyth challenged the accuracy of the minutes and requested that para 1. (2) be amended to read:

Mr Smyth said that he agreed with the arrangements for Treasury Management contained in the minutes. He regretted the fact that confidential behind the scenes discussions between Mrs Dean and the Leader of the Council had led to a new arrangement for Treasury Management that decisively strengthened the power of the Executive at the expense of the Policy Overview and Scrutiny function.

At its meeting on 9 July, Members of the IMG agreed that it would be appropriate for both versions of the minute to remain in these meeting notes.)

2. Revenue & Capital Budget Monitoring Exception Report

(Item 2)

- (1) The Chairman congratulated the Finance Team on achieving an underspend on the revenue budget of £6.732m, this was a significant achievement.
- (2) Mr Chard explained that including asylum costs there was an overall underspend of £6million. There was a funding shortfall of £5.950million within the Asylum Service and so any improvement on that shortfall would increase the overall underspend of the Council.

- (3) There had been some slippage on the capital position, although this had not worsened since last year. There was still work to be done, particularly with regard to the timing of projects and the availability of reserve schemes that are ready to take the place of any delayed schemes, to ensure that capital resources were more fully utilised, although Mr Chard stated that there was more flexibility year to year in capital budgets compared to revenue budgets.
- (4) In response to a query from Mr Smyth regarding the movements within the Asylum costs, Ms McMullan confirmed that in relation to the 18+ care leavers, the council were unable to claim to £0.2million costs in 2008-09.
- (5) Mr Smyth queried whether the new Reception facility in Ashford (referred to in 3.1.3 Asylum) had been transferred to KCC's responsibility, as £0.270million had been spent to cover the higher than previously forecast Reception costs. Ms McMullan agreed to come back to the IMG Members with more information about the Reception facility.
- (6) In relation to 3.6 the Finance portfolio – Mr Smyth queried the shortfall in the contribution from Commercial Services as a result of reduced roadside advertising. Mr Chard explained that Commercial Services requested that adverts be placed on roundabouts to generate income, difficulties with the planning authorities refusing permission for these adverts had meant that the expected income had not been generated.
- (7) In closing the meeting, Mr Smyth offered his thanks to the Finance team and Mr Chard for their hard work in ensuring that these meetings were effective in seeking to provide a detailed understanding of the finance portfolio and the reasons for movements within budgets. Mr Chard stated that he was grateful for Mr Smyth's comments, to which he added that he was grateful for the calm, diplomatic and constructive way in which the IMG meetings were chaired, which helped to ensure that the process for examining and scrutinising financial performance was as effective and professional as possible and helped to avoid unnecessary call-ins. Ms McMullan stated that the IMG meetings were always helpful in providing the constructive challenge needed in relation to the Council's financial activities.

By: Head of Democratic Services and Local Leadership
To: Cabinet Scrutiny Committee – 21 July 2009
Subject: Options for Overview and Scrutiny
Classification: Unrestricted

FOR DECISION:

1. At the County Council meeting on 25 June the Leader of the Council referred to the Overview and Scrutiny function at KCC and explained that he had spoken to the two opposition leaders about the ways in which scrutiny of the administration and of the executive was conducted.

It had been agreed with Mrs Dean and Mr Christie that the scrutiny arrangements would continue to run in their current form until the next County Council meeting in October, but that Members got together to look at the opportunities available to ensure that Members really did scrutinise, performance manage and hold to account the administration and the executive of the authority.

The Head of Democratic Services and Local Leadership had been asked to look around the country, at other methods of scrutiny so that the authority could learn from others and decide collectively on what is the best way ahead, particularly with the backdrop of such a substantial majority that the conservative administration has.

2. The Cabinet Scrutiny Committee has a protocol for Public Involvement in the Scrutiny process and this is attached at Appendix A for information.
3. The Cabinet has informally discussed possible future models for Overview and Scrutiny on the basis of work undertaken by Democratic Services and Corporate Policy. The Deputy Leader, the Overview, Scrutiny and Localism Manager and the Policy Manager will be attending our meeting to discuss the options for Overview and Scrutiny (paper attached) with Members of the Committee.

Recommendation

The Cabinet Scrutiny Committee is asked to discuss the options for Overview and Scrutiny and put forward their views.

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Options for Overview & Scrutiny

Cabinet Scrutiny Committee – 21 July 2009

Paul Wickenden, Overview, Scrutiny & Localism Manager
David Whittle, Corporate Policy Manager

Focus

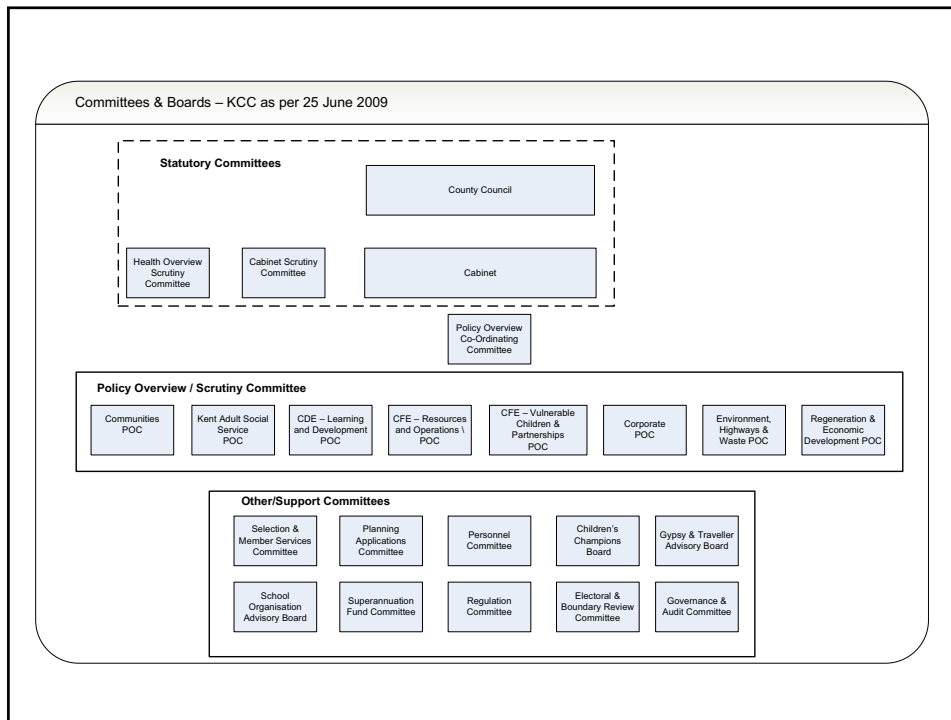
- Is the overall scrutiny set up in KCC fit for purpose, or are there other models that we could look at? What are the choices?
- Are there other mechanisms that can be used to engage non executive/backbench members in the wider overview and scrutiny
- are there examples of co-option onto scrutiny committees to strengthen the system and what are the lessons can be gleaned?

Models/Issues examined

- Current KCC model
- Hertfordshire CC
- Essex CC
- Telford & Wrekin UA
- Durham CC
- HOSC options
- Rapporteur

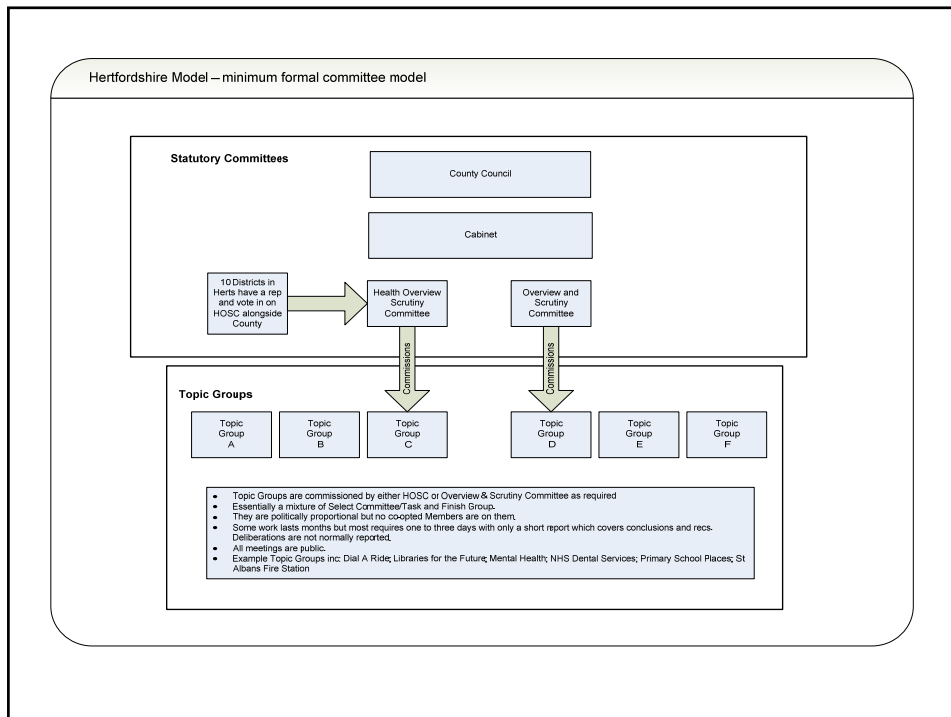
Statutory requirements – a reminder

- You must have one scrutiny committee responsible for the scrutiny of executive decisions and operating a 'call in' procedure.
- Health Overview & Scrutiny Committee (HOSC) is a statutory committee.
- At least one Committee must be designated as the Crime & Disorder Reduction Committee.
- Committees relating to school provision have statutory co-optees – parent governor / RC diocese / Church of England
- Beyond this the structure and set up of the scrutiny system is a matter for local discretion.



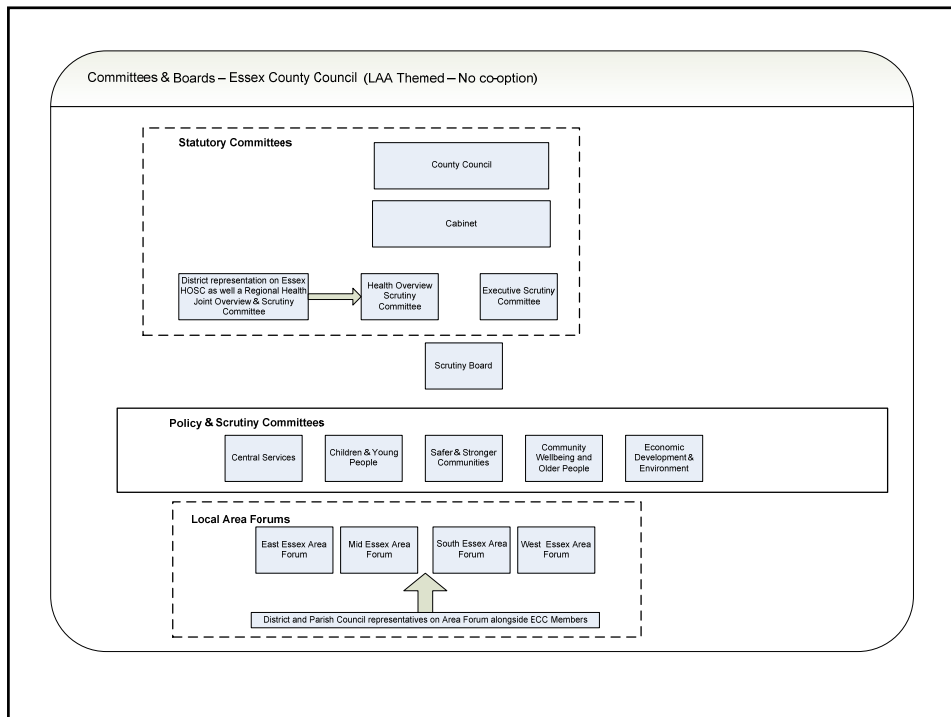
Kent County Council

- Traditional model mirroring KCC business structure
- Understood by the organisation – Members and Officers
- Executive scrutiny function and scrutiny coordinating function are undertaken by separate committees (this is not always the case)
- Comprehensive in coverage of KCC business



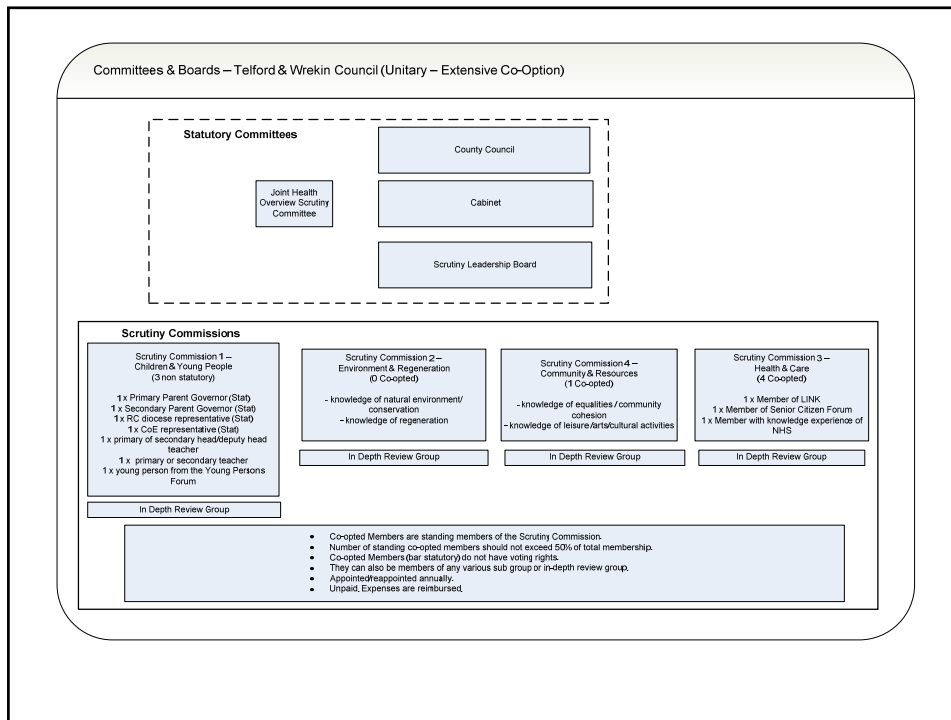
Hertfordshire

- Radical commissioning model with limited formal standing arrangements
- O&S Committee undertakes both executive scrutiny function (call in) and co-ordination of scrutiny arrangements
- Very flexible and responsive to emerging issues
- Very broad range of topics covered and fast turn around time in reports
- HOSC and O&S Committee operate the same commissioning model – limits confusion
- Interesting HOSC governance arrangements – bringing in Districts as equal partners



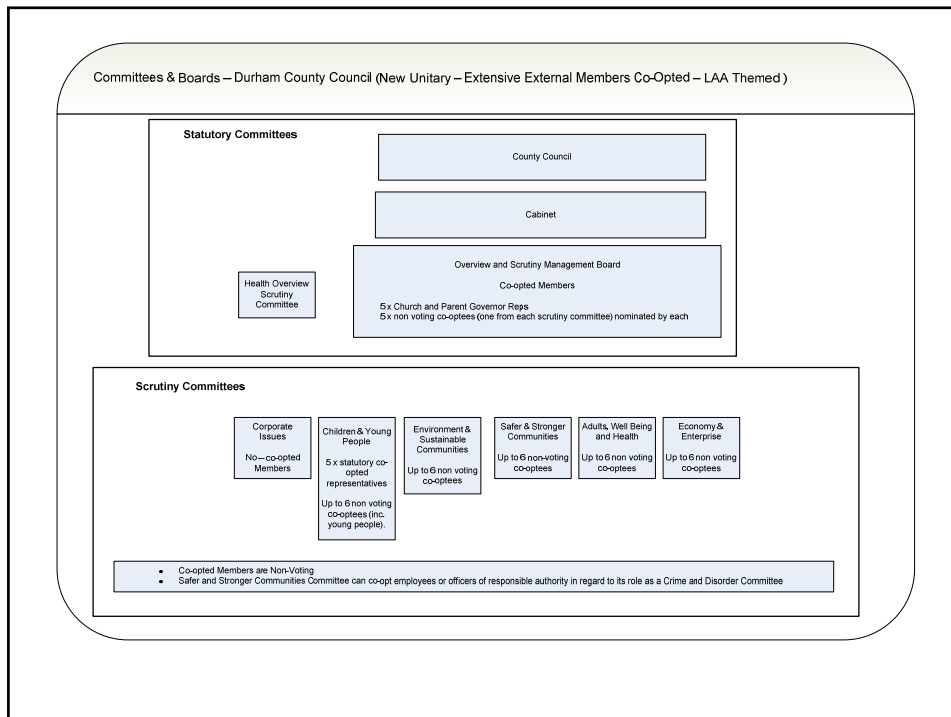
Essex

- Scrutiny model focussed around LAA /LSP themed groups
- Better model for examination of cross cutting issues.
- Provide ECC with a formal means to scrutinise the actions of partners, especially in response to delivery of LAA
- Clearly geared around CAA
- Interesting HOSC governance arrangements –district representation and regional arrangements
- Separate executive scrutiny and scrutiny co-ordination arrangements
- Area Forums operate on a similar model to KCC area based structures



Telford & Wrekin

- LAA-light scrutiny model with limited co-option
- Scrutiny Leadership Board undertakes executive scrutiny role and scrutiny co-ordination
- Co-option via open advertisement **but**
- Co-opted posts are designated around groups/individual with particular skill sets.
- Allows some scrutiny of LSP / LAA partners performance



Durham

- Scrutiny model focussed on LAA themes with extensive co-option
- Large scale co-option onto scrutiny committees new arrangement (April 09) as part of transition to unitary status
- Overview & Scrutiny Management Board undertake executive scrutiny and scrutiny co-ordination
- Management Board has co-opted members nominated by scrutiny committee – i.e. co-opted members have opportunity to set agenda.
- Co-option was part of the governance model in unitary bid following review by the University of Northumbria – providing external assurance
- Up to 30 co-opted posts available.
- Interesting arrangements to co-opt other service authority officers / members as part Crime and Disorder scrutiny committee

Lessons learned from models:

- Claims for radical/different scrutiny models - more rhetoric than reality
- Co-ordination of scrutiny function and executive scrutiny (call in) function are often undertaken by the same, rather than separate, committees – potential for rationalisation
- Co-option of external members (beyond statutory education co-optees) is undertaken in a few councils – but is very rare and immature
- Non-statutory co-opted members are non-voting members of committees
- Filling positions appears to be better when posts are designated for a specific group or type of individual rather than general member of the public
- Co-opted Members are unpaid
- Co-opted appointments are made internally by elected Members

Our thoughts:

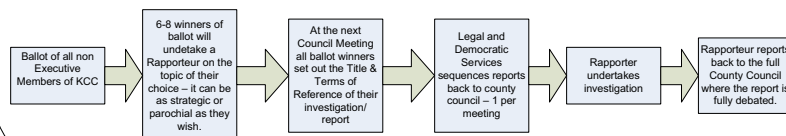
- If co-opting is a route that the Council considers appropriate then our advice would be that:
 - Role requirement / type of person might be known but open advertisement to attract as wider field as possible
 - To maximise transparency and impartiality appointments might be undertaken by independent third party (e.g. Centre for Public Scrutiny)
 - Consider making co-opted members full voting members – to make position as attractive as possible.
 - Consider co-opted members on some form of scrutiny co-ordination role so that they have the opportunity to influence scrutiny agenda
 - Appointments should be for longer than one year to build up expertise and understanding of council processes.
 - If we move to a scrutiny of the LAA / Partnership – one option might be to co-opt non-local authority members from other service authorities (i.e. police authority – NHS Trusts)
 - Elected Members should be the majority at all times – but balancing the weighting on KCC scrutiny committees under current political make up of the council might require more than just a few appointments onto a few committees but a significant number of co-optees (i.e. the Durham model over the Telford model)

Rapporteurs

- The London Assembly – which has a pure scrutiny function has made great use of the Rapporteur system more commonly associated with Europe.
- A rapporteur is when an individual member suggests a topic for investigation/review and then is charged by the organisation (generally an organising committee or plenary session) to investigate and formally report back.
- Some examples of the London Assembly rapporteurs include:
 - MRSA
 - Playing Fields
 - Travel Arrangements for Sporting Events
 - Barriers to Greater Recycling
 - Promoting Business Continuity for Small Businesses
 - Infant Immunisation
- Rather than a “free for all” with Members request Rapporteur status at will, would be to limit the number of rapporteurs per year – with Members chosen by ballot in a similar way to how Balloted Private Members Bills in the House of Commons are awarded.

A Rapporteur Model for KCC (hybrid model of GLA and Parliamentary Ballot for Private Members Bills)

Rapporteur (derived from French) is used in international and European legal and political contexts to refer to a person appointed by a deliberative body to investigate an issue or a situation and report to that body.

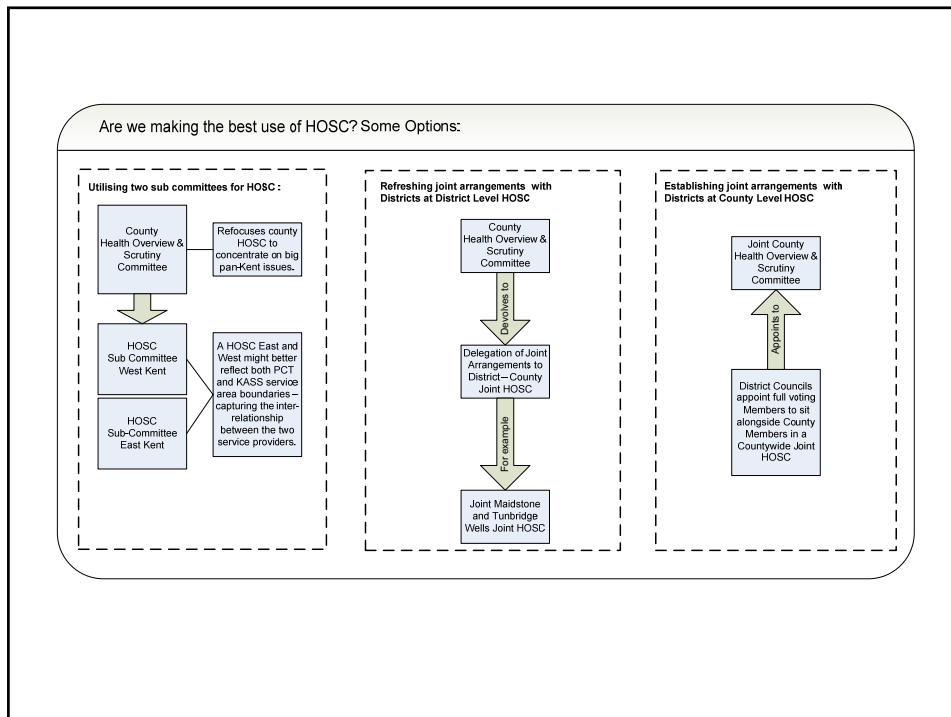


Rapporteurs

- Allows individual backbenchers to set agenda which is difficult through formal committee if not in the Chair
- Develops knowledge base and member capability
- Likely to be popular
- Fits in with Councillor role as community advocate
- Innovative within local government outside of GLA
- GLA experience is that Rapporteurs are generally evidence based and positive rather than party political in nature
- Unlikely to be particularly expensive beyond officer time

Health Overview and Scrutiny Committee

- Given the importance of the NHS in terms of size of public spend in Kent and our place shaping/community leadership role – HOSC should be a key tool for KCC to (be seen) to influence NHS service delivery
- The current HOSC model is a traditional KCC committee structure – predominantly discharged by full committee meeting only
- Protocols negotiated with Borough/District colleagues when HOSC was established but never been used appropriately e.g. ability for Districts to establish Joint Committees to look at local services including local county member representation
- Already have a Joint Committee which can be involved with Medway Council for sub-regional issues – is this being utilised properly
- Yet the health agenda is so vast – other mechanisms (rapporteurs?) and new ways of working need to be considered to being to better cover a broader number of NHS issues
- East and West Kent have two separate PCT's matched by KASS service areas – is a single countywide HOSC structure the best approach – are we capturing the grey area that links NHS and KASS services?



Final thoughts

- Only one side of the story – we must not forget that our localism arrangements will be key to developing a broad and worthwhile non-executive Member role
- The methods of appropriate community engagement, depending on the issue(s), to be addressed need to be developed
- Consideration to getting scrutiny as close to the community as possible needs to be explored

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KENT COUNTY COUNCIL

Cabinet Scrutiny Committee

Public Involvement in Scrutiny Process

The Cabinet Scrutiny Committee meets monthly to scrutinise decisions made by KCC's Cabinet or by individual Cabinet Members. It does not scrutinise all decisions, but the Committee's Chairman and Spokesmen (one from each of the three political parties represented on KCC) choose which decisions should be subject to scrutiny at each meeting. Decisions are scrutinised by Members of the Committee questioning witnesses (normally the relevant KCC Cabinet Member and Managing Director).

Members of the public may participate in the scrutiny process by:-

- (a) **suggesting recent KCC Cabinet or Cabinet Member decisions for scrutiny.** Suggestions should be sent to the Democratic Services Unit (at Sessions House, County Hall, Maidstone, ME14 1XQ; telephone 01622 694002; e-mail: democratic.services@kent.gov.uk) who will arrange for any suggestions from the public to be considered by the Chairman and Spokesmen;
- (b) **submitting written views about decisions already called-in for scrutiny.** The agenda for each Cabinet Scrutiny Committee meeting is published one week in advance on the KCC website (www.kent.gov.uk). The agenda shows which decisions are to be scrutinised at the next meeting. Written statements of views should be no more than 500 words long and should be sent to the Democratic Services Unit (preferably by e-mail) to arrive at least two days before the Committee meeting. Written statements will then be circulated to Members of the Committee prior to the meeting;
- (c) **attending the Committee's meetings.**

All Committee meetings are normally open to the public and the public is more than welcome to attend to listen to the Committee's debates.

Members of the public may also ask to address the Committee on any item already on the agenda. Please note that:-

- (i) requests must be made in advance of the meeting to the Democratic Services Unit and are subject to agreement by the Chairman of the Committee in consultation with the Spokesmen from the other two political parties;
- (ii) in normal circumstances, only one member of the public will be allowed to address the Committee on any item;
- (iii) any member of the public allowed to address the Committee:-
 - must normally have submitted a written statement first (see (b) above);
 - will be allowed to address the Committee for up to 5 minutes to summarise their views, and amplify – but not repeat – any points in their written statement;
 - will then be allowed up to 5 minutes to ask questions of the witnesses (the 5 minutes does not include the time for answers to be given). These questions should be used to seek genuinely new information. Questions must not be asked to which the member of the public already knows the answer.

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By: Head of Democratic Services and Local Leadership
 To: Cabinet Scrutiny Committee – 21 July 2009
 Subject: ANNUAL UNIT BUSINESS PLANS 2009/10
 Classification: Unrestricted

FOR DECISION:

1. At the last meeting of the Cabinet Scrutiny Committee Members were asked to consider which individual unit Business Plans for 2009/10 should be selected for detailed scrutiny.
2. In past years, the Committee has selected three Business Plans, each from a different Directorate, and established Informal Member Groups, with a cross-party membership of 3 (1:1:1) to consider them in detail and report back to the Committee. Experience has shown that the most useful time for the IMGs to meet is during the autumn, when progress in meeting Business Plan targets can be assessed.
3. It may help the Committee to know that in previous years the following Business Plans have been subject to detailed scrutiny:-

2004/05	Youth Service Occupational Therapy and Sensory Disabilities Commercial Services' Transport Services
2005/06	Emergency Planning Youth Offending Team Asylum-Seekers and Refugee Service
2006/07	Public Health Clusters Supporting People
2007/08	Kent Highways Service Libraries and Archives Community Safety
2008/09	Kent Highways Service Communications and Media Centre Clusters & Local Children's Services Partnerships

4. The following topics were suggested by the Cabinet Scrutiny Committee at their meeting in April 2009. Members might like to consider the below suggestions for further scrutiny.
 - a. Kent Highway Services (including street lighting)
 - b. The Trading Standards Service
 - c. 14 – 24 Innovation, School Organisation
 - d. Kent Adult Education and KEY Training
 - e. Supporting Independence Programme
 - f. Sport, Leisure and Olympics Service
 - g. Special Schools Provision
 - h. Kent Youth Service
 - i. How Kent Adult Social Services supplies a spot check service to ensure that elderly people receiving domiciliary care are getting the level of service which is being contracted for and is satisfactory to them.
 - j. Waste Management

Kent Highway Services was a popular suggestion, Members suggested that it include the issue of street lighting, white lines and signage and there was a general consensus that Kent Highway Services would be a priority. The HOSC are taking the issues of the Joint Commissioning and priorities with NHS, and the Mental Health Services into account when they produce their workplan.

The POC Chairmen have also been invited to consider the above list as part of their Select Committee review programme.

RECOMMENDATION

Members are invited to consider which unit Business Plans for 2009/10 should be selected for detailed scrutiny.

(In past years, the Committee has selected three Business Plans, each from a different Directorate).

By: Anna Taylor – Research Officer to the Cabinet Scrutiny Committee

To: Cabinet Scrutiny Committee – 21 July 2009

Subject: Kent and Medway Fire and Rescue Authority – Allocation of KCC places

Classification: Unrestricted

Summary: The Chairman and Spokespeople of the Cabinet Scrutiny Committee have requested that this item be called in as an urgent item for scrutiny by the Committee.

Introduction

- (1) The Constitution states that the Cabinet Scrutiny Committee may resolve (or the Chairman and spokesmen may agree) to consider any decision taken by an officer or by a Committee exercising functions delegated to it by the Council. It (or they) may request, but not require, that implementation of any such decision be postponed.
- (2) Following such consideration, the Cabinet Scrutiny Committee may:
 - a. comment to the Chief Executive and the relevant Managing Director
 - b. report to the Council
 - c. refer any issues arising from its debate for consideration by a Policy Overview Committee or the Cabinet.

Background

- (3) At its meeting on 25 June, the County Council agreed the size and proportionality for each of the various Committees, Sub Committees and Panels in accordance with the following proportionality calculations:

Political Group	Number of seats	Proportion of seats
Conservative	74	88% (88.10%)
Liberal Democrat	7	8% (8.33%)
Labour	2	3% (2.38%)
Other	1	1% (1.19%)
Total	84	100%

- (4) The County Council also agreed on 25 June 2009 to delegate authority to the Selection and Member Services Committee to make appointments to the various other authorities, joint committees and partnership bodies set out in paragraph 4 of the report to the County Council, which included the Kent and Medway Fire and Rescue Authority (KMFRA) and to which the proportionality principles also apply.

- (5) As mentioned in the attached papers, KCC appoints 21 Members to the KMFRA, which must be divided between the three political groups proportionately. However, the proportionality calculations are very close in relation to whether the Conservative Group is entitled to 19 seats (instead of 18), or whether the Labour Group is entitled to one seat or no seats.
- (6) At its meeting on 8 July, the Selection and Member Services Committee agreed to delegate authority to the Head of Democratic Services and Local Leadership, in consultation with the Chairman of the Committee, to resolve the issue of whether the final seat on the KMFRA should go to the Conservative Group or the Labour Group.
- (7) In exercising his delegated authority, the Head of Democratic Services and Local Leadership applied the same calculations agreed by the Selection and Member Services Committee on 23 June and the County Council on 25 June in order to calculate the KMFRA proportionality. The effect of using these calculations produces an entitlement for the additional seat to be given to the Conservative Group, as shown below:

Political Group	Proportionality calculation	Number of seats
Conservative	88.10% x 21= 18.501	19 seats
Liberal Democrat Group	8.33% x 21= 1.749	2 seats
Labour Group	2.38% x 21= 0.499	0 seats

- (8) It is accepted that there are other methods of calculation, using more decimal places that would alter the number of KMFRA between the political groups, as the document from Mr Christie shows, but the decision to apply the same methodology as had already been applied to the various committees and other outside body appointments made by the Selection and Member Services Committee was seen as the most rational and impartial.

Recommendation

- (9) The Committee is invited to examine this matter accordingly
- (10) Background documents attached:
- a. Report setting out final figures for allocation of KCC places on Kent and Medway
 - b. Report from Mr Christie setting out alternative figures
 - c. Report to Selection and Member Services Committee 23 June 2009
 - d. Report to Selection and Member Services Committee 8 July 2009

Contact: Anna Taylor
anna.taylor@kent.gov.uk
 01622 694764

Kent and Medway Fire and Rescue Authority

Allocation of KCC places

1. KCC appoints 21 Members to the Kent and Medway Fire and Rescue Authority (KMFRA). Following the elections on 4 June, the Selection and Member Services Committee approved appointments to various outside bodies, in accordance with the proportionality schedule agreed by the County Council at its meeting on 25 June.
2. The proportionality calculation that applied to the various committee appointments reported to the County Council meeting on 25 June was as follows:

Political Group	Number of seats	Proportion of seats
Conservative	74	88% (88.10%)
Liberal Democrat	7	8% (8.33%)
Labour	2	3% (2.38%)
Other	1	1% (1.19%)
Total	84	100%

3. The above calculations (proportion of seats) have also been used to determine the number of seats that each group is entitled to on all the outside bodies where proportionality applies, which includes the Council's appointments to the KMFRA.
4. At the meeting of the Selection and Member Services Committee on 8 July 2009, authority to take the decision on the allocation of seats to the KMFRA was delegated to the Head of Democratic Services and Local Leadership in consultation with the Chairman.
5. Accordingly, and using the calculations referred to in paragraph 2, above, the final allocation of places on the KMFRA is as follows:

Conservative Group: 19 seats
Liberal Democrats: 2 seats
Labour Group: 0 seats

Peter Sass
Head of Democratic Services & Local Leadership

10 July 2009

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Kent and Medway Fire and Rescue Authority

Some figures – if still relevant

County Councillors 84

Conservatives 74

Labour 2

Simple Method

KMFRA KCC Members 21 = $1/4$ of 84 therefore $1/4$ of 74 = 18.5 ; $1/4$ of 2 = 0.5

Complicated Method

Percentage Conservatives $74/84 = 88.09523\%$

Percentage Labour $2/84 = 2.38095\%$

Take to first decimal point Conservatives 88.10% Labour 2.4%

KMFRA 21 members Conservative 88.10% of 21 = 18.501

Labour 2.4% of 21 = 0.504

Therefore Labour has more than Conservative above the $1/2$ person.

Alternatively Conservative 88.09523% of 21 = 18.499998

Labour 2.38095% of 21 = 0.499999

Therefore Labour is nearer the $1/2$ person than Conservatives

Mr Leslie Christie

July 2009

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By: Director of Law and Governance
To: Selection and Member Services Committee – 23 June 2009
Subject: MEMBER APPOINTMENTS
Classification: Unrestricted

Summary: Invites the Committee:-

- (a) to make recommendations to the Council on 25 June on the total number of Committee places; the allocation of those places between the political groups; and the allocation of places on certain other bodies;
- (b) to reconstitute the Governor Appointments Panel.
- (c) to make appointments and nominations on behalf of the Council of representatives to serve on various outside bodies;
- (d) to note the list of appointments and nominations to outside bodies to be made by the Leader of the Council, once elected;
- (e) to agree proposals for the allocation of the Members' Conference budget.

FOR DECISION

Composition of the County Council

1. (1) Following the election on 4 June, 2009 the composition of the County Council is now as follows:

Political Group	Number of seats	Proportion of seats
Conservative	74	88% (88.10%)
Liberal Democrat	7	8% (8.33%)
Labour	2	3% (2.38%)
Other	1	1% (1.19%)
Total	84	100%

Committee Appointments

2. (1) In order to reconstitute the Council's Committees in accordance with the Committee structure as set out in the Constitution, the Committee is invited to make recommendations to the Annual Meeting of the County Council on the number of Members to serve on each Committee and the allocation of Committee places between the political groups.

(2) The Local Government and Housing Act 1989 requires Committee places to be allocated between the political groups in accordance with the following principles:-

(a) the group with the majority of seats on the Council is allowed to have a majority of seats on each Committee;

(b) subject to (a) above, the number of seats on the total of all Committees allocated to any political group must be proportional to the number of seats which that group holds on the County Council;

(c) subject to (a) and (b) above, the number of seats on each Committee allocated to any political group must be proportional to the number of seats which that group holds on the County Council;

(3) Proposals for the size of each Committee and the allocation of Committee places between the political groups in accordance with these principles has now been prepared. The Committee is asked to consider the proposals so that it can make recommendations to the Council on 25 June.

(4) As well as ordinary Committees, the proposal cover the size and political composition of the following:-

- Select Committees
- Regulation Committee Panels to consider school transport cases (*Council or the Regulation Committee can determine the size of these Panels but, to avoid delays in processing school transport appeals, it would be helpful if Council on 25 June could be recommended to take this decision*)

(5) The following table sets out a proposal for the size of each main Committee and the allocation of places on them between the political groups.

(6) The proposed allocation complies with the proportionality principles set out in the Local Government and Housing Act 1989. In this regard, Members will be aware that only 'political groups' have an entitlement under the 1989 Act to seats on committees. A 'political group' is defined as two or more Members who inform the Proper Officer that they wish to be regarded as a political group.

(7) Accordingly, the Swanscombe and Greenhithe Residents' Association Member does not have an automatic right to any seats on committees, except that the County Council may decide to offer him 1% of the total number of seats. Otherwise, these seats on the Council's committees will stand un-allocated; they cannot be allocated to any of the three political groups as this would exceed their proportionate entitlement to Committee seats. The Council's convention is to include independent Members in the proportionality calculation. Accordingly, the statistically most appropriate Committees for the Independent Member are shown in bold. It is suggested that he should be entitled to choose which three out of the four he wishes to serve on. If this is agreed, it should be noted that he has asked to serve on the Cabinet Scrutiny, Planning Applications and Regulation Committees.

(8) The table also includes proposals for certain other sub-committees and Panels.

(9) The Standards Committee is not subject to the political proportionality principles but three Members (1 Conservative, 1 Liberal Democrat, 1 Labour) will need to be appointed to serve on it alongside the 3 independent Members.

(10) The Committee is requested to recommend the proposals in the table to Council for approval.

Committee	Con	Lib Dem	Lab	Un-allocated/independent	Total	Non KCC
Cabinet Scrutiny Committee	16 (15.86)	1 (1.50)	1 (0.43)	1 (0.21)	18 + 1	*5
Adult Social Services Policy Overview Committee	13 (13.21)	1 (1.25)	0 (0.36)	0 (0.18)	15	
Children, Families and Education Policy Overview Committee	14 (14.10)	1 (1.33)	1 (0.38)	0 (0.19)	16	@ 11
Communities Policy Overview Committee	13 (13.21)	1 (1.25)	0 (0.36)	0 (0.18)	15	
Corporate Policy Overview Committee	11 (11.45)	1 (1.08)	0 (0.31)	0 (0.15)	13	
Environment and Regeneration Policy Overview Committee	13 (13.21)	1 (1.25)	0 (0.36)	0 (0.18)	15	
Health Overview and Scrutiny Committee	15 (14.98)	1 (1.42)	1 (0.40)	0 (0.20)	17	4 \$
Policy Overview Co-ordinating Committee+	10 (9.69)	1 (0.92)	0 (0.26)	0 (0.13)	11	
Governance and Audit Committee	11 (11.45)	1 (1.08)	0 (0.31)	0 (0.15)	13	
Electoral & Boundary Review Committee	7 (7.05)	1 (0.66)	0 (0.19)	0 (0.10)	8	
Local Children's Services Partnership Sub-Committee	6 (6.17)	1 (0.58)	0 (0.17)	0 (0.08)	7	2 (1/1) £
Personnel Committee	7 (7.05)	1 (0.66)	0 (0.19)	0 (0.10)	8	
Planning Applications Committee	16 (15.86)	1 (1.50)	1 (0.43)	1 (0.21)	18 +1	
Regulation Committee	15 (14.98)	2 (1.41)	0 (0.40)	1 (0.20)	17 +1	**

Selection and Member Services Committee	7 (7.93)	1 (0.75)	1 (0.21)	0 (0.11)	9	**
Children's Champions Board	7 (7.05)	1 (0.66)	0 (0.19)	0 (0.10)	8	
Superannuation Fund Committee	7 (7.05)	1 (0.66)	0 (0.19)	0 (0.10)	8	3 (1/1/1)#
TOTAL	188	18	5	3	216	
Proportionate Share of Total	190	18	5	3	216 +3	
Difference to Proportionate share	-2	=	=			

* 3 diocesan representatives and 2 parent governor representatives with voting powers on education issues only.

@ 3 Diocesan representatives, 2 parent governor representatives and 6 Teacher representatives

+ To include Chairman of preceding six Committees (as agreed previously by the County Council).

\$ 4 District Council representatives with voting powers.

£ 1 Church and 1 Teacher Representative

3 District Council representatives (1 Con, 1 Lab, 1 Lib Dem) with voting powers.

** The Labour Group has agreed to give up a seat on the Regulation Committee in order to take a seat on Selection and Member Services Committee. This is recommended as good practice since the latter Committee has the function of considering the best way in which all Members can work effectively. Each political group should therefore be represented.

Sub-Committees	Con	LD	Lab	Ind/un-allocated	Non KCC	Total
Select Committees	7	1	0	0		8
Regulation Committee Panels (School-related Appeals (mainly Transport); Enforcement, Public Rights of Way, Marriage Premises, Village/Town Greens)	4	1	0	0		5

Advisory Boards	Con	LD	Lab	Ind/un-allocated	Non KCC	Total
Gypsy and Traveller Advisory Board	7	1	0	0		8
Highways Advisory Board	13	2	0	0		15
School Organisation Advisory Board	7	1	0	0		8

Other Authorities, Joint Committees and Partnership Bodies

3. (1) The proportionality principles in the 1989 Act also apply to the appointments which the County Council makes to various other authorities, joint committees and partnership bodies, as listed below (current appointments shown at Appendix 1):-

- Kent and Medway Fire and Rescue Authority (21 KCC Members);
- Kent/Medway Joint Police Authority Appointments Committee (4 KCC Members);
- Standing Advisory Committee on Religious Education (4 KCC Members);
- Kent and Essex Sea Fisheries Committee (5 KCC Members, but current appointments continue to 30 June 2009);
- Sussex Sea Fisheries Committee (1 KCC Member);
- Adoption Panels (6 Area Panels with 2 KCC Members serving on each).
 - (a) *The 1989 Act does not apply but the County Council's convention is that the 12 appointments overall should be proportional;*
 - (b) *Members should have a knowledge or interest in Social Care or adoption issues;*
 - (c) *To avoid the situation where Members frequently have to withdraw because, for example, they know prospective adopters, it is best that Members do not serve on the Panel covering their home area. It is therefore recommended that Members be nominated by the political groups for service on the Adoption Panels generally and the allocation of individual Members to particular Panels be left to the Adoption Panel Manager in discussion with the Members concerned.*

(2) Proposals for the allocation of these places between the political groups in accordance with the 1989 Act principles will be tabled at the meeting. The Committee will be asked to consider the proposals so that it can make recommendations to the Council on 25 June.

Reconstitution of the Governor Appointments Panel

4. (1) The Committee is charged with the appointment and removal of school governors. In recent years, it has done this through a small Sub-Committee, the Governor Appointments Panel.

(2) The Committee is invited to reconstitute the Governor Appointments Panel. Membership needs to be proportional.

Outside Bodies

5. (1) The Committee is charged with making appointments to outside bodies on behalf of the County Council. The 1989 Act principles do not apply to these appointments, but in recent years it has been the County Council's convention that the total number of appointments should be shared between the political groups on, so far as possible, a proportional basis.

(2) A list of the outside bodies to which the County Council makes appointments is attached as Appendix 2. All the outside bodies shown have been contacted to confirm that they still exist and to check the status of the KCC appointments. An updated list will be tabled at the meeting.

(3) The Committee is invited to appoint representatives to serve on behalf of the County Council on each outside body shown on the updated list. In the case of certain Local Government Association bodies, the Committee will also need to decide the allocation of votes between the Council's representatives.

(4) Some appointments to outside bodies fall to be made by the Leader of the Council in connection with a delegation by him/her of executive functions. The list of those appointments (which will need to be reviewed by the Leader once elected by the Council on 25 June) is as follows:-

Name of Body	Current Member
Kent Partnership	Mr P B Carter
Kent and Medway Economic Board/Employment and Skills Board	Mr P B Carter
Kent Thameside Delivery Board	Mr K G Lynes
Ashford Future Delivery Board	Mr K G Lynes
Swale Forward Delivery Board	Mr R W Gough
Kent Thameside Economy Board	Mr M V Snelling
Marlowe Academy – Board of Trustees	Managing Director, Children, Families and Education
Romney Marsh Visitor Centre	Mr F Wood-Brignall (LM)
Kent County Staff and Social Club	Mr L Christie
Dungeness Local Community Liaison Council	Mr F Wood-Brignall (LM)
South Ashford Initiative Monitoring Group	Mr D Smyth (LM)
Kent History Project Board	Dr F F Simpson
South East England Tourist Board Regional Advisory Committee	Mr M C Dance
Kent Rural Development Area Strategic Panel	Mr F Wood-Brignall (LM)
West Kent NHS and Social Care Trust	Mr P W A Lake
East Kent Community NHS Trust	Mr J B O Fullarton

(LM: Local Member)

(5) The Committee is asked to note this list.

Members' Conference Budget

6. (1) The Members' Conference Budget for 2009/10 is £17,000. The Council's practice in recent years has been to earmark part of the budget for Member attendance at the Local Government Association (LGA) Annual Conference, the County Councils' Network Annual Conference, and the LGA Annual Finance Conference, and then to share the remainder between the political groups on a proportional basis so that they can decide which other conferences their Members should be nominated to attend. The Committee is asked to agree that this practice should continue.

Recommendations

7. (1) The Committee is asked to:-

(a) make recommendations to the Council on 25 June on the total number of Committee places; the allocation of those places between the political groups; and the allocation of places on certain other bodies;

(b) reconstitute the Governor Appointments Panel;

- (c) make appointments and nominations on behalf of the Council of representatives to serve on various outside bodies;
- (d) note the list of appointments to outside bodies to be made by the Leader of the Council, once elected; and
- (e) agree proposals for the allocation of the Members' Conference Budget.

Peter Sass –
Head of Democratic Services and Local Leadership
01622 694002

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Selection and Member Services Committee, 23 June 2009

Item 5 - Member Appointments

Supplementary Report by Head of Democratic Services and Local Leadership

Committee Appointments

1. (1) The following table sets out a revised proposal for the size of each main Committee and the allocation of places on them between the political groups. It also includes proposals for certain other Sub-Committees and Panels. The proposed allocation complies fully with the proportionality principles set out in the Local Government and Housing Act 1989.

(2) It is proposed to reorganise the structure of the Policy Overview Committees by establishing 3 Children and Families POCs. These will subsume the Local Children's Partnership Sub-Committee and will consider:-

- (a) Learning and Development;
- (b) Vulnerable Children and Partnerships;
- (c) Resources and Operations.

(3) Two other Policy Overview Committees are established to replace the Environment and Regeneration POC. These are:-

- (a) Environment, Highways and Waste POC;
- (b) Regeneration and Economic Development POC.

Explanation of Variations

2. (1) The Conservative Group has been allocated 11 places rather than the 12 to which it would be entitled on the Cabinet Scrutiny Committee. The Independent Member has also been allocated a place on this Committee, bringing his overall number up to 3 places. Giving up this seat enables the Conservative Group to reach its overall entitlement of 196 places.

(2) The Conservative and Labour Groups have been invited to agree that the Conservative Group gains 1 place on each of the Governance and Audit and the Planning Applications Committee. In return, the Labour Group gains 1 place on each of the Health Overview and Scrutiny and the Adult Social Services Policy Overview Committees.

(3) The Labour Group has requested a place on one of the Children and Families POCs. This can most easily be achieved by having one of those POCs contain 13 Members. This also ensures that each Group has the overall number of places to which it is entitled.

(4) The non-KCC membership column shows membership as it existed up to 7 June 2009 and is for information only. This Committee is not asked to make any decision on this part of the Table at this stage.

Recommendation

3. (1) The Committee is invited to recommend the structure, size and allocations set out for the political Groups to the County Council meeting on 25 June 2009 as set out in the table below.

Committee	Con	Lib Dem	Lab	Un-allocated/independent	Total	Non KCC
Cabinet Scrutiny Committee	12 (13.21)	1 (1.25)	1 (0.36)	1 (0.28)	14 +1	*5
Adult Social Services Policy Overview Committee	10 (10.57)	1 (1.00)	1 (0.29)	0 (0.14)	12	
Children, Families and Education Policy Overview Committee (1)	11 (10.57)	1 (1.00)	0 (0.29)	0 (0.14)	12	@ 11
Children, Families and Education Policy Overview Committee (2)	11 (10.57)	1 (1.00)	0 (0.29)	0 (0.14)	12	
Children, Families and Education Policy Overview Committee (3)	11 (11.45)	1 (1.08)	1 (0.31)	0 (0.15)	13	
Communities Policy Overview Committee	11 (10.57)	1 (1.00)	0 (0.29)	0 (0.14)	12	
Corporate Policy Overview Committee	11 (10.57)	1 (1.00)	0 (0.29)	0 (0.14)	12	
Regeneration and Economic Development Policy Overview Committee	11 (10.57)	1 (1.00)	0 (0.29)	0 (0.14)	12	
Environment, Highways and Waste Policy Overview Committee	11 (10.57)	1 (1.00)	0 (0.29)	0 (0.14)	12	

Committee	Con	Lib Dem	Lab	Un-allocated/independent	Total	Non KCC
Health Overview and Scrutiny Committee	10 (10.57)	1 (1.00)	1 (0.29)	0 (0.14)	12	4 \$
Policy Overview Co-ordinating Committee	9 (8.81)	1 (0.83)	0 (0.24)	0 (0.12)	10	
Governance and Audit Committee	12 (11.45)	1 (1.08)	0 (0.31)	0 (0.15)	13	
Electoral & Boundary Review Committee	7 (7.05)	1 (0.66)	0 (0.19)	0 (0.10)	8	
Personnel Committee	7 (7.05)	1 (0.66)	0 (0.19)	0 (0.10)	8	
Planning Applications Committee	16 (15.86)	1 (1.50)	0 (0.43)	1 (0.21)	17 +1	
Regulation Committee	15 (14.98)	1 (1.41)	0 (0.40)	1 (0.20)	16 +1	**
Selection and Member Services Committee	7 (7.93)	1 (0.75)	1 (0.21)	0 (0.11)	9	**
Children's Champions Board	7 (7.05)	1 (0.66)	0 (0.19)	0 (0.10)	8	
Superannuation Fund Committee	7 (7.05)	1 (0.66)	0 (0.19)	0 (0.10)	8	3 (1/1/1)#
TOTAL	196	19	5	3	220 +3	
Proportionate Share of Total	196 (196.46)	19 (18.58)	5 (5.31)	3 (2.65)	220 +3	
Difference to Proportionate share	=	=	=			

Sub-Committees	Con	LD	Lab	Ind/un-allocated	Non KCC	Total
Select Committees	7	1	0	0		8
Regulation Committee Panels (School-related Appeals (mainly Transport); Enforcement, Public Rights of Way, Marriage Premises, Village/Town Greens)	4	1	0	0		5

Advisory Boards	Con	LD	Lab	Ind/un-allocated	Non KCC	Total
Gypsy and Traveller Advisory Board	7	1	0	0		8
School Organisation Advisory Board	7	1	0	0		8

Peter Sass
Head of Democratic Services and Local Leadership
01622 694002

By: Director of Law and Governance
To: Selection and Member Services Committee – 8 July 2009
Subject: MEMBER APPOINTMENTS
Classification: Unrestricted

Summary: Invites the Committee:-

(a) to make appointments and nominations on behalf of the Council of representatives to serve on various outside bodies;

(b) to agree the proportionality for Other Authorities, Joint Committees and partnership bodies;

(c) to agree proposals for the allocation of the Members' Conference Budget.

FOR DECISION

Introduction

1. (1) The Committee met on 23 June 2009 and made recommendations to the County Council as to who should serve on the County Council's Committees and Sub-Committees. Two matters from the report remain outstanding and are brought before the Committee today.

Other Authorities, Joint Committees and Partnership Bodies

2. (1) The County Council agreed to delegate appointments to other authorities, Joint Committees and Partnership Bodies to this Committee.

(2) The proportionality principles in the 1989 Act apply to the appointments which the County Council makes to various other authorities, joint committees and partnership bodies, as listed below (current appointments shown at Appendix 1):-

- Kent and Medway Fire and Rescue Authority (21 KCC Members);
- Kent/Medway Joint Police Authority Appointments Committee (4 KCC Members);
- Standing Advisory Committee on Religious Education (4 KCC Members);
- Kent and Essex Sea Fisheries Committee (5 KCC Members, but current appointments continue to 30 June 2009);

- Sussex Sea Fisheries Committee (1 KCC Member);
- Adoption Panels (6 Area Panels with 2 KCC Members serving on each).
 - (a) *The 1989 Act does not apply but the County Council's convention is that the 12 appointments overall should be proportional;*
 - (b) *Members should have a knowledge or interest in Social Care or adoption issues;*
 - (c) *To avoid the situation where Members frequently have to withdraw because, for example, they know prospective adopters, it is best that Members do not serve on the Panel covering their home area. It is therefore recommended that Members be nominated by the political groups for service on the Adoption Panels generally and the allocation of individual Members to particular Panels be left to the Adoption Panel Manager in discussion with the Members concerned.*

(2) If the Committee agrees to allocate these places on the basis of *strict proportionality*, these would be allocated as follows:-

Authority	Con	Lib Dem	Lab	Un-allocated/independent	Total
Kent and Medway Fire and Rescue Authority	18 or 19 (18.50)	2 (1.75)	1 or 0 (0.50)	0 (0.25)	21
Kent/Medway Joint Police Authority Appointments Committee	4 (3.52)	0 (0.33)	0 (0.10)	0 (0.05)	4
Standing Advisory Committee on Religious Education	4 (3.52)	0 (0.33)	0 (0.10)	0 (0.05)	4
Kent and Essex Sea Fisheries Committee	4 (4.40)	1 (0.42)	0 (0.12)	0 (0.06)	5
Sussex Sea Fisheries Committee	1 (0.88)	0 (0.08)	0 (0.24)	0 (0.12)	1

Outside Bodies

3. (1) The Committee is charged with making appointments to outside bodies on behalf of the County Council. The 1989 Act principles do not apply to these appointments, but in recent years it has been the County Council's convention that the total number of appointments should be shared between the political groups on, so far as possible, a proportional basis.

(2) A list of the outside bodies to which the County Council makes appointments is attached as Appendix 2. All the outside bodies shown have been contacted to confirm that they still exist and to check the status of the KCC appointments.

(3) The Committee is invited to appoint representatives to serve on behalf of the County Council on each outside body shown on the updated list. In the case of certain Local Government Association bodies, the Committee will also need to decide the allocation of votes between the Council's representatives.

Members' Conference Budget

4. (1) The Members' Conference Budget for 2009/10 is £17,000. The Council's practice in recent years has been to earmark part of the budget for Member attendance at the Local Government Association (LGA) Annual Conference, the County Councils' Network Annual Conference, and the LGA Annual Finance Conference, and then to share the remainder between the political groups on a proportional basis so that they can decide which other conferences their Members should be nominated to attend. The Committee is asked to agree that this practice should continue.

(2) If the Committee agrees to continue previous practice on the division of the Members' Conference Budget, the 2009/10 budget of £17,000 will be allocated as follows:-

Costs of member attendance at LGA Annual Conference and Annual Finance Conference and CCN Conference:	@ £6.000
Conservative Group	£9,750
Liberal Democrat Group	£920
Labour Group	£220
Independent	£110

Recommendations

5. (1) The Committee is asked to:-

(a) make appointments and nominations on behalf of the Council of representatives to serve on various outside bodies;

(b) make appointments and nominations on behalf of the Council of representatives to serve on various outside bodies; and

(c) agree proposals for the allocation of the Members' Conference Budget.

Peter Sass –
Head of Democratic Services and Local Leadership
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