

SCRUTINY COMMITTEE

Friday, 12th December, 2014

2.00 pm

**Darent Room, Sessions House, County Hall,
Maidstone**





AGENDA

SCRUTINY COMMITTEE

Friday, 12th December, 2014, at 2.00 pm Ask for: **Joel Cook**
Darent Room, Sessions House, County Hall, Telephone: **03000 416749**
Maidstone

Membership

Conservative (6): Mr R J Parry (Chairman), Mr J E Scholes (Vice-Chairman),
Mr E E C Hotson, Mr A J King, MBE, Mr L B Ridings, MBE and
Mrs P A V Stockell

UKIP (2) Mr H Birkby and Mr R A Latchford, OBE

Labour (2) Mr G Cowan and Mr R Truelove

Liberal Democrat (1): Mrs T Dean, MBE

Church Mr D Brunning, Mr Q Roper and Mr A Tear

Representatives (3):

Parent Governor (2): Mr P Garten and Mr G Lawrie

Tea/coffee will be available 15 minutes before the start of the meeting

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.

Webcasting Notice

Please note: this meeting may be filmed for the live or subsequent broadcast via the Council's internet site or by any member of the public or press present. The Chairman will confirm if all or part of the meeting is to be filmed by the Council

By entering into this room you are consenting to being filmed. If you do not wish to have your image captured please let the Clerk know immediately.

UNRESTRICTED ITEMS

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

A - Committee Business

- A1 Introduction/Webcast Announcement
- A2 Substitutes
- A3 Declarations of Interests by Members in items on the Agenda for this Meeting
- A4 Select Committee Topic Review - Work Programme (Pages 5 - 36)
- A5 Social Care Risk Register updates (Pages 37 - 40)
- A6 Scrutiny Committee Work Programme (Pages 41 - 52)

B - Any items called-in

C - Any items placed on the agenda by any Member of the Council for discussion

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
(01622) 694002

Thursday, 4 December 2014

By: Peter Sass, Head of Democratic Services
To: Scrutiny Committee – 12 December 2014
Subject: Select Committee – Work Programme

Summary: The Scrutiny Committee is asked to consider and prioritise the six Select Committee proposals set out in this report.

1. Introduction

- (1) One of the Scrutiny Committee's responsibilities is to co-ordinate the programme of Select Committee Reviews.
- (2) The Select Committee Work Programme co-ordinated by this Committee is subject to endorsement by Cabinet.
- (3) Six proposal forms for Select Committees have been received for consideration by this Committee (see **Appendix 1**).

2. Resources to support the Select Committees

- (1) The Research Officer resource sits within the Business Intelligence Team. These resources will need to be diverted from current evaluation and transformation work and, therefore, Members are asked to consider timescales, the impact the reviews might have on limited resources and how best to prioritise the use of such resources.
- (2) Democratic Services will continue to provide support for Select Committees.
- (3) The available resources to support Select Committees will enable one Select Committee to be active at a time with preparatory work being carried on the next Select Committee as the active one reaches the end of its process.

3. Setting the Select Committee topic review work programme

- (1) The proposer of each of the Select Committee topic reviews along with the relevant Cabinet Member and supporting officer have been invited to attend and present each of the topics.
- (2) At the end of all of the presentations, the Committee will be invited to consider which topics to include within the work programme for the coming year or longer and the order in which the reviews are to be carried out. If a programme longer than one year is agreed, this will be reviewed by the Committee on an annual basis to consider if the topic is still relevant and appropriate.

4. Timetable for Select Committee Reviews

- (1) If Members are minded to include any of the Select Committee proposals onto the Work Programme an approximate timescale for the start and conclusion of each of these reviews will need to be agreed in principle.
- (2) Based on the resources available to support Select Committee topic reviews, it is suggested that work on the first review should start immediately, with the aim of its report being submitted to County Council in May 2015. A second review could be identified which would start work as the first review is finalising its report with the aim of submitting its report to the October 2015 meeting of the County Council.

5. Select Committee Terms of Reference and Membership

- (1) It is the responsibility of any Select Committee to agree its Terms of Reference. However, the proposal forms in Appendix 1 do contain some suggested issues to be covered by the Terms of Reference to assist the Scrutiny Committee in deciding whether to include the review in the Work Programme. The Terms of Reference for the review as agreed by the Select Committee will be circulated to the Scrutiny Committee for information.
- (2) As agreed by the County Council in July 2013 there will be 9 Members on each Select Committee, comprising 5 Conservative, 2 UKIP, 1 Labour and 1 Liberal Democrat.

6. Recommendation:

The Scrutiny Committee is asked to agree which Select Committee proposals to include within the Select Committee Work Programme and the order in which these reviews should be carried out.

Contact: Peter Sass
peter.sass@kent.gov.uk
01622 694002

Background document - none

Index to Select Committee topic review proposals

Time*	Subject	Proposer	Cabinet Member/ representative	Page number
14:10	KSAS	Mr Vye	Graham Gibbens	9
14:20	Public Health Care expenditure	Mrs M Elenor	Graham Gibbens	13
14:30	Property Management	Mr J Wedgbury	Gary Cooke	17
14:40	Biodiversity	Mr M Whybrow	David Brazier	21
14:50	Energy Security	Mr J Wedgbury	David Brazier	27
15:00	Corporate Parenting	Mrs M Crabtree	Ann Allen	31
15:10	Discussion and decision on the topics to be included in the Select Committee work programme.			

*timings are approximate

ASSESSMENT OF A SELECT COMMITTEE TOPIC REVIEW

* - sections to be filled in by the proposer of the topic

***Subject of Proposed Review:-**

The provision of emergency assistance for Kent residents without immediate access to money

***Reason for the Review:-**

(see Note 1 below)

This is an issue which is generating a great deal of media and public interest and concern, with particular reference to the increasing need to make use of foodbanks. This scale of poverty has an impact on the wellbeing of families, and the school-readiness of children, and is a driver of demand for county services.

***Issues to be covered by the Terms of Reference:-**

Whether the county council's provision of emergency assistance is cost-effective, that is providing effective help to as many residents in urgent need of that help within the limits of the budget

Whether better coordination of the work of all agencies/organisations that provide emergency assistance to residents of Kent could ensure that as many people in genuine need as possible are helped in this way.

***Scope of the review:-**

*The work of the Kent Support and Assistance Service, including 1) how cases referred to it are prioritised and 2) the effectiveness of the collaboration between the Service and referring agencies

*the extent and coverage of other providers of emergency assistance in Kent, and their criteria for awarding help

*the impact of 'food poverty' on the demand for county council services

***Purpose and objectives of the Review:-**

*To explore whether the Kent Support and Assistance Service, in collaboration with referring agencies, can improve its service

*To explore whether it is possible to improve coordination of the provision by all relevant organisations of emergency assistance in Kent, in order to maximise cost-effectiveness, and the numbers of residents in genuine need who receive this assistance.

Proposer of the review - (Please print name and sign)

.....MARTIN VYE.....

(Submitted by email 19/10/14)

To be completed by the Directorate/Cabinet Member(s)

Are there any reasons why this review should not be put forward for inclusion in the work programme for 2014/16? (see Note 2 below)

Yes. The work and future of the Kent Support and Assistance Service (KSAS) is already being considered and has been subject to reports and discussion at the Adult Social Care & Health Cabinet Committee. Additionally the council's wider support to socially excluded groups is also being considered by the same committee.

The Cabinet Member will have to take the decision on the future of KSAS before this review could report and is already receiving the input of cross party, backbench members on this through the cabinet committee.

Will the review support the achievement of "Facing the Challenge"? If yes, please identify aim(s) and give details:-

If the timing had worked the review would potentially have helped the council identify its priorities for this group of people and the role of non-statutory services in addressing needs that otherwise may create a greater demand for statutory services.

How will the review contribute to corporate objectives and priorities?

See above

How will this review have an impact on KCC policy development and/or help to influence national policy?

See above.

How will this review add value to the County Council and residents of Kent?

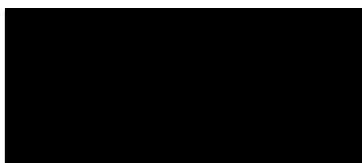
In the short term it will not. By the time that the review could be completed and is able to report the substantive key decision on the future of KSAS and how it, or any successor should operate, will already have to have been taken.

Does the review need to be completed within a specific timeframe? If yes, please give details:

The key decision on the future of KSAS needs to be taken and be implemented by the 31 March 2015.

Any additional comments from the Portfolio Holder/Corporate Director:-

Portfolio Holder's Signature:-



Strategic Director's Signature:-

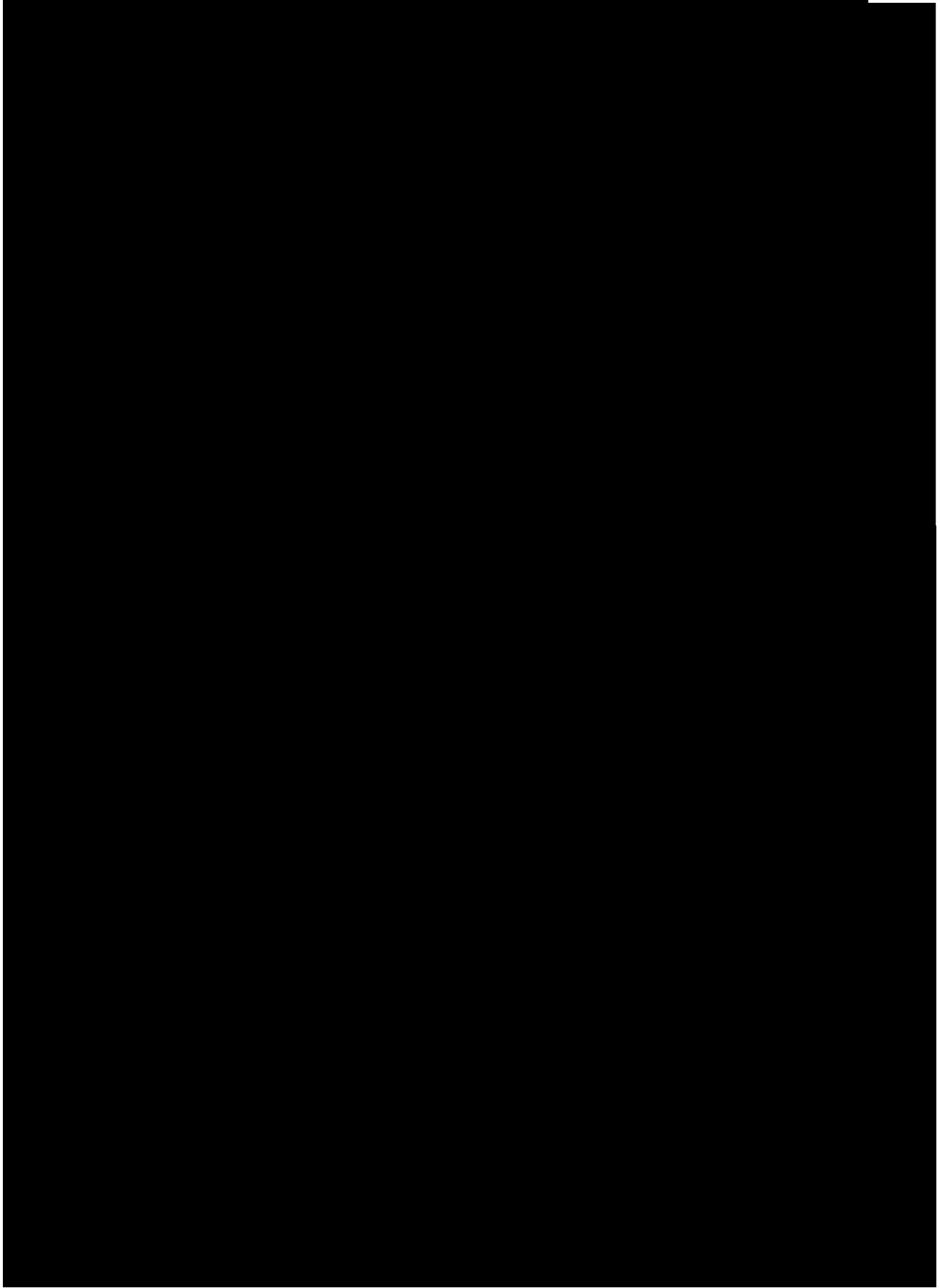
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Contact Officer:-

DANIEL WALLER

Date:-

4/12/14

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ASSESSMENT OF A SELECT COMMITTEE TOPIC REVIEW

* - sections to be filled in by the proposer of the topic

*Subject of Proposed Review:- PUBLIC HEALTH CARE EXPENDITURE
*Reason for the Review:- (see Note 1 below) To investigate KCC Public Health budget to confirm expenditure on mandatory healthcare, and those parts which could be considered optional is carried out within the established guidelines.
*Issues to be covered by the Terms of Reference:- Ensure that KCC fully meets its obligations in helping to improve the general health of everyone living in Kent, and that all health and care services provided are the best value they can be.
*Scope of the review:- To audit the current KCC arrangements in Public Health funding.
*Purpose and objectives of the Review:- At this time of making the best use of budgets, to ensure that KCC continues to meet its obligations in an effective and transparent way.
Proposer of the review - (Please print name and sign)

To be completed by the Directorate/Cabinet Member(s)

Are there any reasons why this review should not be put forward for inclusion in the work programme for 2014/16? (see Note 2 below)

The development of a Council Strategic Commissioning Plan, alongside an Outcomes Framework document will set the parameters around which Public Health expenditure should be set. This issue is currently being examined by County Council, who will consider the Strategic Commissioning Plan and Outcome Framework at their meeting in December. Following this, the Public Health Strategy (development of which is being overseen by both the Children's and Adults Social Care and Health Cabinet Committees), will prioritise areas for expenditure, in line with the overall outcomes identified by County Council.

Will the review support the achievement of "Facing the Challenge"? If yes, please identify aim(s) and give details:-

The review is not necessary for Public Health to support the achievement of Facing the Challenge.

How will the review contribute to corporate objectives and priorities?

As above

How will this review have an impact on KCC policy development and/or help to influence national policy?

KCC is already involved in national and Policy development through the Director of Public Health.

How will this review add value to the County Council and residents of Kent?

A review on these lines would add limited value to the County Council for the reason outlined above.

Does the review need to be completed within a specific timeframe? If yes, please give details:

Any review within the next 18 months would be looking at how resources were expended against a set of previous strategies and policies.

Any additional comments from the Portfolio Holder/Corporate Director:-

The need for this subject to be reviewed in this way isn't clear. The Cabinet Committees fulfil the function of monitoring the Public Health budget, and it would be within their remit to request additional information on this subject if they felt there was a need. The budget IMGs consider areas such as this, whilst all major Public Health commissioning is examined by the Cabinet Committees on at least two occasions, the first prior to the design of service specifications, and then to examine the outcome of the procurement process prior to contract award. All of these occasions allow members to assess whether

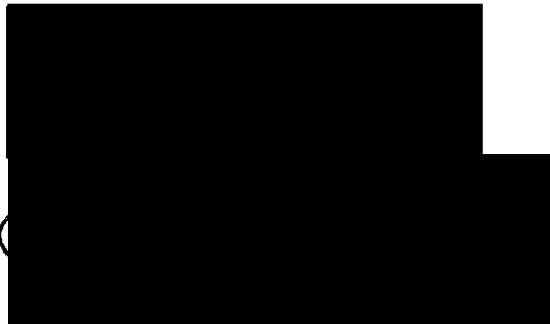
best value is being achieved, whilst performance monitoring allows the outcomes achieved by Public Health expenditure to be assessed.

In addition to this Member led oversight, the Public Health Department have been audited by Internal Audit who gave substantial assurance on the governance and commissioning arrangements.

In addition to the work of the Cabinet Committees, the Council is currently in the process of developing its Outcomes Framework which will then shape the Public Health Strategy, and give a clear direction for those parts of the budget "which could be considered optional". This is outlined in section 6.7 of the Facing the Challenge: Towards a Strategic Commissioning Authority report to County Council on 15th May –

"The Strategic Commissioning Plan should also better link resources, particularly financial resources, to the outcomes for our residents and service users, including any financial investment, constraints and disinvestment decisions needed to deliver those outcomes."

Portfolio Holder's Signature:-



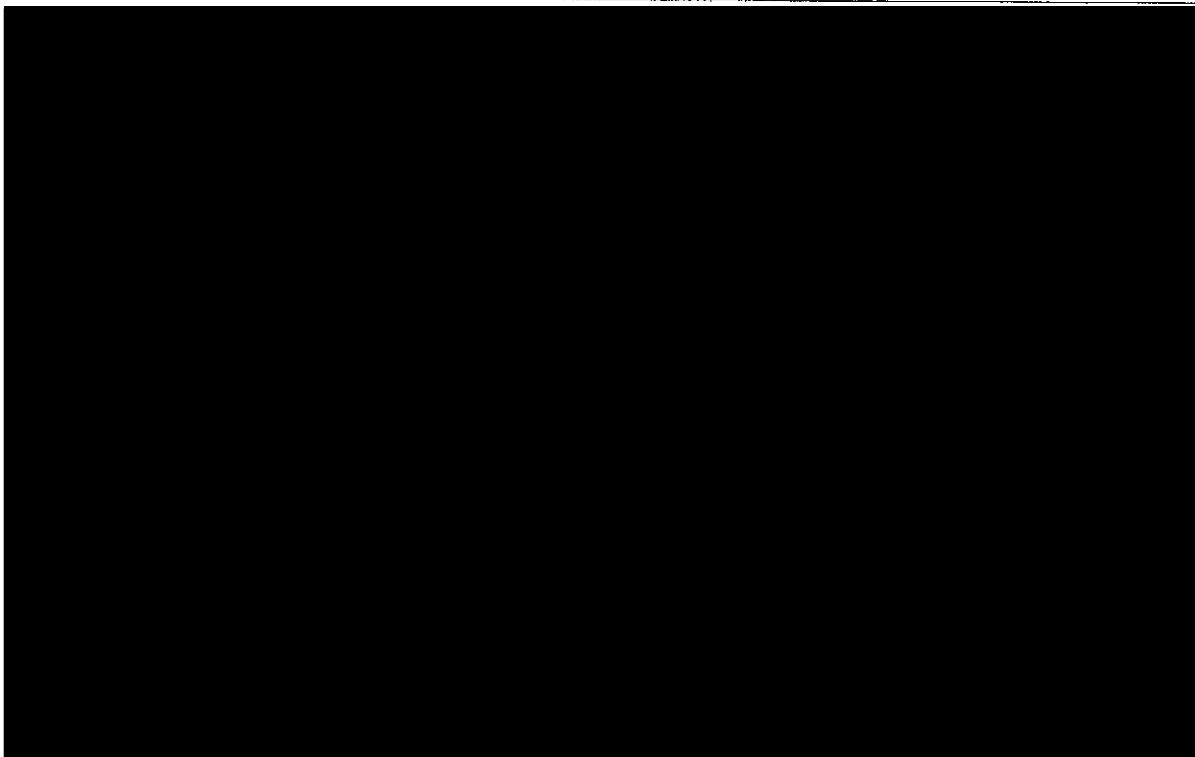
Strategic Director's Signature:-

Contact Officer:-

Andrew Scott-Clare

Date:-

14 / 11 / 2014



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ASSESSMENT OF A SELECT COMMITTEE TOPIC REVIEW

* - sections to be filled in by the proposer of the topic

<p>*Subject of Proposed Review:-</p> <p>Property portfolio/ what should we dispose of or replace</p>
<p>*Reason for the Review:- (see Note 1 below)</p> <p>Are we holding onto property unnecessarily Are we still using expensive to run inefficient badly located buildings costing tax payers money e.g. county hall Work environment for our staff Accessibility of buildings for public</p>
<p>*Issues to be covered by the Terms of Reference:-</p> <p>All the above whether we should dispose of costly buildings and replace with modern accessible energy efficient buildings</p>
<p>*Scope of the review:-</p> <p>county wide</p>
<p>*Purpose and objectives of the Review:-</p> <p>To ensure we are giving tax payers value for money and are not holding property we do not require</p>
<p>Proposer of the review - (Please print name and sign)</p> <p>03.11.14</p> <p>.....Jim Wedgbury.</p>

To be completed by the Directorate/Cabinet Member(s)

Are there any reasons why this review should not be put forward for inclusion in the work programme for 2014/16? (see Note 2 below)

Whilst these areas have not been reviewed recently by the scrutiny committee, Property already report on the performance of the estate as part of the Councils current governance arrangements. The Council adopted a new Asset Management Plan in 2013 which set out a number of key themes including the following key priorities for property:

1. Asset Rationalisation: This relates to reducing the councils operational footprint by 30% over a 5 year period, a programme of activity has been developed and is closely linked to the Facing the Challenge review process.
2. New Ways of Working: This programme seeks to rationalise the office estate across the County with consolidation into our freehold estate, to deliver fit for purpose office accommodation. The NPV savings projections for this programme are circ. £25 million. Progress on this programme is reported to the Policy and Resources Cabinet Committee along with the strategy in terms of which buildings will be kept etc.for comment and consideration prior to the strategy being implemented. This programme has recently been subject to a review by internal audit with additional assurance provided by the Corporate Portfolio Office as major change programme within the county council.
3. Utilities and improved energy efficiency in our buildings and delivering against the Kent Environment Strategy – progress against these are monitored at GET Cabinet Committee.
4. Reviewing Facilities Management: New management arrangements have been put in place. These have been discussed at the Policy and Resource Cabinet Committee, with the Cabinet Committee taking on an ongoing role in providing assurance for the new arrangements.

The property service has also undergone a detailed review as a Phase 1 service. This has included market testing of the current property service. This has been reported to various forums including full council and Policy and Resources Cabinet Committee.

The scope of the review is quite broad. As set out above the Policy and Resources Cabinet Committee and the Property Sub Committee play a significant role in providing oversight as to Property Strategy and ensuring that these deliver value for money solutions for County within the constraints that we work within.

Will the review support the achievement of “Facing the Challenge”? If yes, please identify aim(s) and give details:-

The property service has already been reviewed as part of the Facing the Challenge review and has a clear direction of travel to deliver against the current ambitions of the Council in respect of property. Clear savings targets have been set and scrutinized as part of the Medium Term Financial Plan.

<p>How will the review contribute to corporate objectives and priorities?</p> <p>The Council has recently adopted a 4 year Asset Management Plan which actively supports the County Council corporate objectives and delivering the savings identified in the Medium Term Plan.</p>	
<p>How will this review have an impact on KCC policy development and/or help to influence national policy?</p> <p>The Review could provide assurance to members that the Property Team are currently delivering against the proposed plans although this may well duplicate assurance processes already in place within the Council.</p>	
<p>How will this review add value to the County Council and residents of Kent?</p> <p>See above</p>	
<p>Does the review need to be completed within a specific timeframe? If yes, please give details:</p> <p>N/A</p>	
<p>Any additional comments from the Portfolio Holder/Corporate Director:-</p> <p> </p> <p>Portfolio Holder's Signature:- Gary Cooke</p> <p> </p> <p>Strategic Director's Signature:- David Cockburn</p>	
<p>Contact Officer:-</p>	<p>Date:-</p>

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ASSESSMENT OF A SELECT COMMITTEE TOPIC REVIEW

* - sections to be filled in by the proposer of the topic

<p>*Subject of Proposed Review:- Biodiversity</p>
<p>*Reason for the Review:-</p> <p>Enquiries from a couple of constituents initially caused me to have a look at KCC's current strategy with regards biodiversity. In fact, while we have done work on this within other studies, the County Council does not have a biodiversity strategy per se. However (see accompanying document), the council does have a statutory obligation to ensure biodiversity is appropriately considered through all council functions.</p> <p>I then explored the Select Committee model with a number of experienced members and officers to gain their perspective on the value of these committees and their experiences with previous ones. The feedback was mostly favourable.</p> <p>I also consulted with a couple of individuals involved in biodiversity projects within the county, including one (ex-RSPB South-East) who has worked on the Kent Biodiversity Action Plan (KBAP) (www.kentbap.org.uk). His view was that: "Anything that furthers our understanding and consequent preservation of sites and species in Kent can only be a good thing - and there is no reason why KCC shouldn't be a main player in the process".</p> <p>I also met with KCC's own relevant officers, comprising Sarah Anderson (Flood Risk and Natural Environment Manager) and William Moreno (Senior Biodiversity Projects Manager).</p> <p>I wanted to see if these experts, inside and outside of KCC, felt that a Select Committee on biodiversity would be a valuable addition to the current work that is going on across Kent. Again, the feedback was positive and Sarah prepared the attached document that eloquently sets out the case for a Biodiversity Select Committee.</p>
<p>*Issues to be covered by the Terms of Reference:-</p> <ol style="list-style-type: none">1. To build on existing council and external expertise to bring biodiversity considerations to the fore in more of the council's decision-making.2. To better inform decision-making on the value of biodiversity in relation to the county's economy, health and well-being (in the latter, for instance, the study could consider the preventative benefits of biodiversity and the resultant long-term cost savings).3. To consider how KCC can support current and future external biodiversity projects.4. To study the potential for improving biodiversity across the council's existing and future estate.5. To consider how KCC can improve awareness of biodiversity across Kent, including through mainstream education.

***Scope of the review:-**

To study current biodiversity initiatives, inside and outside KCC, to identify where KCC can add value in relation to the Terms of Reference, above. This would include consideration of funding opportunities where specific projects and gaps are identified.

The Select Committee would produce a report and presentation for full council setting out its findings and proposals. Via KCC's communications team, it would also publicise the study and final, approved, report.

***Purpose and objectives of the Review:-**

The aim is fundamentally to bring the vital area of biodiversity into greater focus and give it better importance in decision-making than at present. Many of the worrying trends set out in the attached document appear to be accelerating (such as loss of farmland bird species, moths and butterflies) but biodiversity is at the centre of our legacy to future generations, plus having a pivotal role in the current economic prosperity, physical and mental health and wellbeing of our residents.

Proposer of the review - (Please print name and sign)

Martin Whybrow (Independent Group/Green Party, member for Hythe)

To be completed by the Directorate/Cabinet Member(s)

Are there any reasons why this review should not be put forward for inclusion in the work programme for 2014/16? (see Note 2 below)

No

Will the review support the achievement of "Facing the Challenge"? If yes, please identify aim(s) and give details:-

Integrating Services: As identified through the development of a Sustainability Assessment as part of our Joint Strategic Needs Assessment (JSNA) and the work of organisations and partnerships such as the Kent Nature Partnership, the delivery of biodiversity objectives can significantly improve health and wellbeing outcomes (as well as economic opportunities) and this review can provide an opportunity to identify where there are opportunities for delivery and support of multiple objectives across the organisation.

How will the review contribute to corporate objectives and priorities?

Through this review, the Select Committee could contribute to a number of corporate objectives and strategies including:

Kent Environment Strategy: Growing the Garden of England, A strategy for environment and economy in Kent commits Kent County Council and partners to 'value our natural, historic and living environment - optimising the real economic and social benefits of high environmental quality while protecting and enhancing the unique natural and built-in character of Kent'.

Joint Health and Wellbeing Strategy: In outcome 2 (Effective prevention of ill health by people taking responsibility for their health and wellbeing) it is acknowledged that for a robust delivery of the strategy, wider factors affecting short and long term physical and mental health need to be considered including access to green space.

The Council also holds responsibilities under the Biodiversity Duty of the NERC Act (2006) to ensure biodiversity is appropriately considered throughout all Council functions.

How will this review have an impact on KCC policy development and/or help to influence national policy?

Through undertaking a review of the value of biodiversity and the services it provides to Kent's economy and resident's health and wellbeing, KCC will be better placed to identify opportunities and risks and integrate these into policies and strategies as appropriate. In addition, the development of a Biodiversity Strategy for KCC will inform KCC policy

development and can also influence national policy.

Biodiversity 2020 is a national strategy for England's wildlife and ecosystem services. It sets out the Government's ambition to halt overall loss of England's biodiversity by 2020, support healthy well-functioning ecosystems and establish coherent ecological networks, with more and better places for the benefit of wildlife and people. The Kent Nature Partnership has developed targets for Kent which contribute towards Biodiversity 2020, but the role of Kent County Council in its delivery could be better refined through this review.

There are a series of policies and guidance from Central Government, for example biodiversity offsetting and payment for ecosystem services. However these are in the main in pilot stage and so this review could further inform national policy development through feeding back learning to Government and prepare us for any future legislation on this.

How will this review add value to the County Council and residents of Kent?

There are significant opportunities for a review into biodiversity to add value to the County Council and residents of Kent. Biodiversity and the natural environment is a key part of Kent's unique character, which draws people to live, work and visit adding to the county's economy. A healthy natural environment provides a number of services and systems that add to society and the economy, such as flood management, water and air regulation, agriculture and natural resource commodities, climate change mitigation, recreation and tourism and health and wellbeing. A series of examples have been given in the supporting document to this form but in summary:

Economic: The economic benefits of biodiversity and a healthy natural environment are well documented on a national level and this review could provide an opportunity to further refine the many local benefits provided and embed these into our strategies and planning as appropriate.

Health and Wellbeing: With the integration of Health and Social Care, there are significant opportunities for the Council to consider how biodiversity and the natural environment can support the health and wellbeing of Kent's residents and where opportunities may arise for long term cost savings through prevention of ill health from improved access to quality green space and the benefits this can bring.

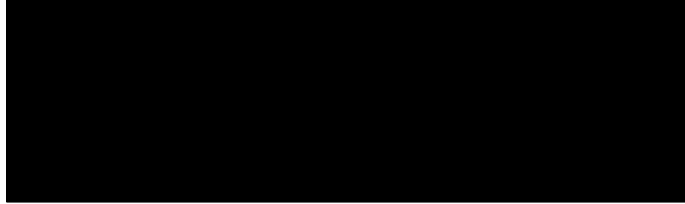
KCC Estate: There are potential opportunities for improving biodiversity across the county through assessing potential measures that could be integrated into the management of the current and proposed KCC estate. This could provide significant opportunities to improve networks across the county to benefit wildlife, reduce maintenance costs and, in addition, can support health and wellbeing of those who use the buildings (see health and wellbeing). In addition, through integration of biodiversity considerations at the outset of planning and decision making, it is more likely that planning requirements will be met, saving time and money in the long term.

Does the review need to be completed within a specific timeframe? If yes, please give details:

No

Any additional comments from the Portfolio Holder/Corporate Director:-

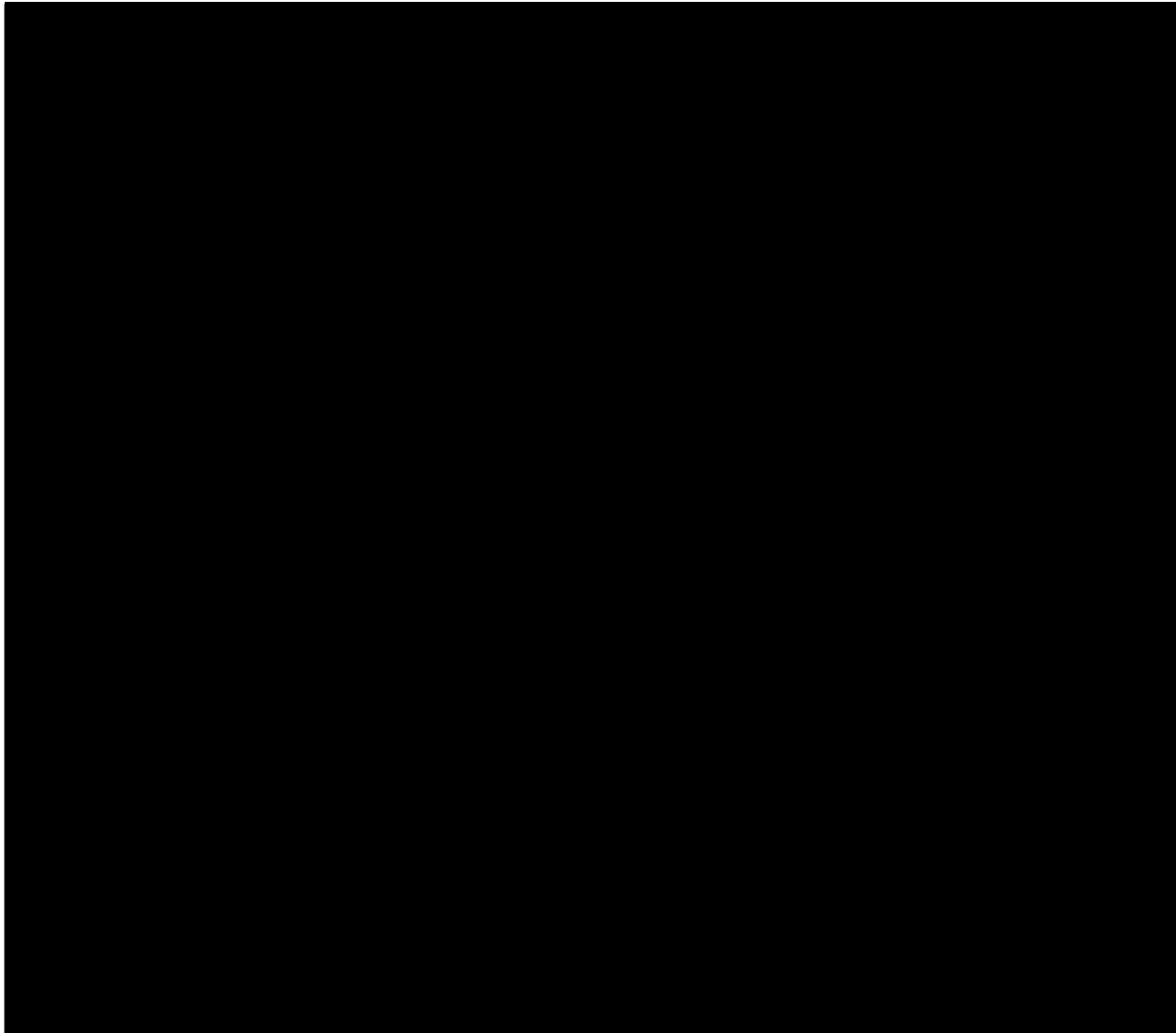
Portfolio Holder's Signature:-



Strategic Director's Signature:-

Contact Officer:-

Date:-



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ASSESSMENT OF A SELECT COMMITTEE TOPIC REVIEW

* - sections to be filled in by the proposer of the topic

<p>*Subject of Proposed Review:-</p> <p>Energy security</p>
<p>*Reason for the Review:- (see Note 1 below)</p> <p>loss of spare capacity in energy production Failure to replace Dungeness C with a new nuclear power station Rush to cover farmland with solar panels Excessive subsidies for renewable energy Construction of inefficient unreliable wind turbines and their damage to wild life Danger of power cuts and their economic impact</p>
<p>*Issues to be covered by the Terms of Reference:-</p> <p>All the above</p>
<p>*Scope of the review:-</p> <p>County wide</p>
<p>*Purpose and objectives of the Review:-</p> <p>To ensure we have sufficient energy supply for our needs we avoid power cuts provide cheap energy and have sensible ways of reducing c02 emissions.</p>
<p>Proposer of the review - (Please print name and sign)</p> <p>.....Jim Wedgbury 03.11.1.</p>

To be completed by the Directorate/Cabinet Member(s)

Are there any reasons why this review should not be put forward for inclusion in the work programme for 2014/16? (see Note 2 below)

This work would serve to consolidate existing related KCC policy and strategies into an objective review on energy, energy security and energy generation. This will build on the earlier Renewable Energy Select Committee. Increasing energy prices across public, business and domestic sectors and limited spare energy capacity are making this an important agenda item both nationally and locally. In addition, in Kent and Medway with expected increase in both population and housing numbers together with economic growth the demand for energy will continue to increase.

The topic is frequently in the press and can be an emotive area of discussion – ‘will the lights go out!’, debate around wind turbines and solar farms, depletion in traditional fossil fuel supplies, the challenges of delivering new nuclear capacity and the recent debate around ‘fracking’ for shale gas.

The solution lies with no one technology but a balanced mix of low carbon energy generation. Kent already has a diverse energy mix and whilst new renewable solutions have come forward other energy plant is nearing the end of its life. For example Dungeness B is scheduled for decommissioning from 2018. The local impact of lost capacity, the implications for energy security and the opportunities for new generation solutions are issues worthy of consideration.

Energy supply and the operation of generation plant have a vital role in the well being of the Kent economy and support many jobs. New markets are also being created for the supply of low carbon and renewable technologies and associated services. The low carbon sector already has a strong foothold in the County and there is recognition nationally that Kent is an important location from which to support offshore renewables. The designation of key ports on the North Kent coast as part of a South East Centre for Offshore Renewables (CORE) recognises the County’s capability to support the operation and manufacture of offshore wind turbines.

Having regard to the above, the review would provide an informative and objective basis for the development of a cross Kent and Medway energy security strategy, one which could form part of a revised Kent Environment Strategy and which encompasses both supply and demand issues.

Will the review support the achievement of “Facing the Challenge”? If yes, please identify aim(s) and give details:- YES:

- Assess security of supply issues for KCC and Kent and the measures that can be taken to mitigate and build resilience
- Assess alternative/local energy generation opportunities to tackle energy security issues, and the potential to provide cheaper energy and a reduction in carbon emissions for:

- The KCC and schools estate, including the potential to use KCC owned land for community energy generation to generate an income and provide lower cost supplies.
- Residents with the view to reduce fuel poverty related negative health impacts which often result in an increase in the demand for KCC's services
- Businesses to increase competitiveness in the Kent economy and support the low carbon industry in Kent.
- Develop an energy strategy and appropriate energy policies for Kent to build future resilience and support the development of new appropriate energy generation whilst also protecting Kent's natural and historic environment.

How will the review contribute to corporate objectives and priorities?

As above

How will this review have an impact on KCC policy development and/or help to influence national policy?

It will inform the development of an energy strategy for Kent (incorporated in the Kent Environment Strategy) and the need for any related energy policies, as well as enable KCC to play a more effective role in lobbying on national energy policy and influence local planning and developments.

How will this review add value to the County Council and residents of Kent?

The review will add value to the County Council, local residents and businesses through:

- Increased energy security
- Opportunities for lower energy bills as a result of local energy generation
- Opportunities for community ownership and new incomes streams to support local services
- Opportunities for economic growth in the low carbon sector
- Reduced harmful emissions
- Reduction of negative health impacts due to fuel poverty
- Local leadership on the planning and development of new utility infrastructure
- Harnessing local resources
- Sustainable development and growth

Does the review need to be completed within a specific timeframe? If yes, please give details:

No, but rising energy prices and energy security is a growing issue and solutions often have a long lead in time and therefore the sooner action is taken, the better.

Any additional comments from the Portfolio Holder/Corporate Director:-

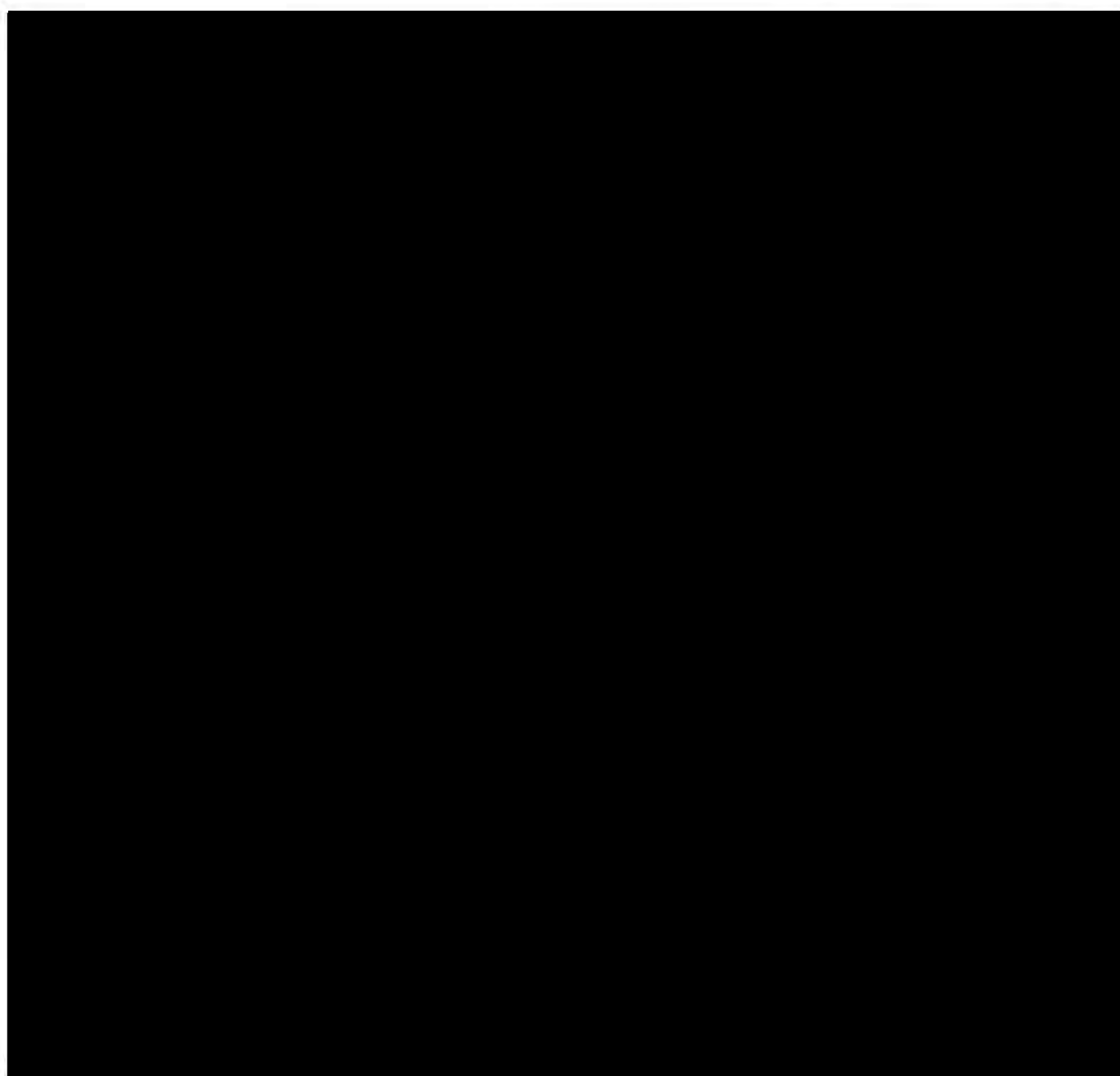
Portfolio Holder's Signature:-



Strategic Director's Signature:-

Contact Officer:-

Date:-



ASSESSMENT OF A SELECT COMMITTEE TOPIC REVIEW

* - sections to be filled in by the proposer of the topic

***Subject of Proposed Review:-**

The Role of an elected Member as a Corporate Parent

***Reason for the Review:-**

(see Note 1 below)

What is the definition and scope of a being a Corporate Parent?

Who are the Corporate Parents and what is the definition of a looked after child?

What is the role of the Kent County Council officers and other agencies?

What is the best practice around the country, and which elements of other local authorities' practice should Kent County Council adopt?

How can Members support the individuals and groups who are charged with caring for looked after children and young people?

What are the legal implications of being a Corporate Parent?

The importance of the role of the elected Member needs to be continually re-enforced so that all Looked After Children in Kent are safe, and have the same opportunities and outcomes as any other young person in education, employment, housing and health.

What are the Council's objectives and strategy to achieve this?

Do Members understand what the role of a Corporate Parent is?

How can Members champion the wellbeing and welfare of looked after children? In practice how would Members become engaged as Corporate Parents generally, or if a looked after child or young person had a specific problem or issue?

Do Members know how they can access the support they require to be an effective Corporate Parent?

How does a Corporate Parent ensure that they are known for this role within the community they serve? What can the County Council do to support an elected Member to discharge this role?

***Issues to be covered by the Terms of Reference:-**

Ensuring that every elected Member understands:

1. Their legal obligation as a Corporate Parent.
2. Understanding the risks and impact on the County Council if the elected Member does not discharge their role as a Corporate Parent effectively
3. Learning from best practice across the county and overseas of how elected

- representative of the people engage and support Looked After Children
4. Engage with Looked After Children to understand what works well for them, what does not work quite so well and how they would like to see an elected Member
 5. How can we be certain that every child is safe? Is our monitoring as effective as it could be?

If a Looked After Child is placed in the County by another Local Authority. Who is the Corporate Parent the Member in whose electoral Division the child resides?

***Scope of the review:-**

The Select Committee will wish to engage:

Looked After Children Placed in Kent

Survey elected Members of their knowledge of the " role of an elected Member"

Research best practice through direct contact with other local authorities across the UK

Desktop research of practice in other countries

Telephone, video Conference calls or visits to other Local Authorities

***Purpose and objectives of the Review:-**

Create a robust strategy with positive objectives to enable Members to champion Looked After Children and young people.

Proposer of the review - (Please print name and sign)

.....Margaret Crabtree

To be completed by the Directorate/Cabinet Member(s)

Are there any reasons why this review should not be put forward for inclusion in the work programme for 2014/16? (see Note 2 below)

No

Will the review support the achievement of “Facing the Challenge”? If yes, please identify aim(s) and give details:-

Yes. As the council moves to integrate services around client groups and take a single council approach to projects it is very timely to refocus all members awareness of their corporate parenting responsibilities.

These responsibilities should be evident through the whole council and all its services. This will ensure that our children in care are both placed at the heart of services delivered directly to them and that all parts other of the council consider how they can also make a difference to this set of children.

It is also timely that, as the council moves to embed its new commissioning authority approach, there is active consideration of this key corporate responsibility and how members and the council will ensure it is supported and enhanced by future commissioning arrangements.

How will the review contribute to corporate objectives and priorities?

It will strengthen the council’s ability to improve the service to some of the most vulnerable people in Kent

How will this review have an impact on KCC policy development and/or help to influence national policy?

As set out above it will enable KCC to ensure that this key statutory responsibility is at the forefront of its move to be commissioning authority.

It will also enable KCC to learn form the best practice elsewhere and to incorporate this into its practice.

How will this review add value to the County Council and residents of Kent?

It will ensure that in this a member led authority, members are clearly able to articulate their personal responsibilities, the qualities of these services and the value they bring to the people of Kent.

Does the review need to be completed within a specific timeframe? If yes, please give details:

Yes. To get the most value from this review it will need significant support from officers with professional expertise both in Children in Care services and wider policy. this resource is currently focusing on raising standards and preparing for the Ofsted inspection that is expected in the first half of 2015.

Any additional comments from the Portfolio Holder/Corporate Director:-

In agreeing the title of the review and the terms of reference, the phrase "Children in Care" should be used rather than "Looked after Children" as this is the phrase now used in government guidance.

Portfolio Holder's Signature:-

Strategic Director's Signature:-

Contact Officer:-

Daniel Waller

Date:-

04/12/14

Notes

Note 1 - Possible reasons for the review

1. Key public issue, identified by
 - Member contact with constituents/member surgeries
 - Contact with key representative bodies/forums
 - Media coverage – Public interest issue covered in local media
 - Focus groups/citizens panels
2. Issue highlighted via a previous reviews
3. Issue recommended to another body e.g. Cabinet, Scrutiny Committee, a Cabinet Committee, Directorate or an external body.
4. Poor performing service i.e.:-
 - High level of complaints/dissatisfaction with service
 - Performance standards poor/below target – (evidence from PI's or benchmarking)
 - Identified through external review/inspection (OFSTED/Audit etc)
 - Budgetary overspends
5. Key reports or new evidence published
6. County Council priority
7. Central Government priority/New Government guidance or legislation published

Note 2 - Possible reasons why a review should not established added to the work programme.

1. Issue being examined by

- Cabinet
- Scrutiny
- Officer Group
- another internal body
- an external body

2. It has been the subject of a topic review by other Councils from which details of best practice can be obtained.

3. New legislation or guidance expected.

4. **NB:** Before suggesting that a review should not be included in the work programme the following should be considered:-

Could consideration of this issue 'add value' without causing unnecessary duplication, for instance by:

- i) Looking at this issue in conjunction with another group,
- ii) Through appropriate timing of the topic review,
- iii) Through considering another group's findings rather than duplicating the same/or similar activity.

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By: Joel Cook (Scrutiny Research Officer)
To: Scrutiny Committee – 12th December 2014
Subject: Social Care Risk Register updates

Summary: This report presents two red rated items on the Corporate Risk Register as presented to Cabinet on 1st December. The report summarises the key points included in the Risk Register and provides the opportunity for the Committee to consider whether they wish to consider this matter further at a future meeting.

1. Background

- 1.1 The Corporate Risk Register, which is used to monitor the Authority's exposure to and plan for managing key risks, included two items that have been flagged by the Scrutiny Committee spokesmen as requiring further consideration.
- 1.2 The two Corporate Risks are;
 - Risk Number CRR10a – Management of Adult Social Care Demand
 - Risk Number CRR10b – Management of Demand – Specialist Children's Services.
- 1.3 The two risks relate to the care of vulnerable individuals and have been the subject of increased risk status as a result of ongoing demand escalation combined with financial limitations. This is a national challenge.
- 1.4 The underlying factors behind the two Social Care issues, other than the national financial challenges, are significantly different, making this being taken as a single topic problematic.
- 1.5 Control plans and action plans described in the Risk Register entries represent current KCC action being taken to mitigate and reduce the identified risks. The Control plans evidence work that is already being undertaken to prevent risk escalation while the action plans indicate the longer term strategy for reducing the risk down to the indicated target level – from 20 to 12 in both cases. For details see pages 275, 288 – 294 [Cabinet Agenda Pack](#).

2. Scrutiny Interest

- 2.1 At the 1st December Scrutiny Committee Agenda Setting meeting, the Spokespeople raised concerns that two significant Social Care issues were rated as high risk and suggested that this merited closer examination.

- 2.2 In response to the request for further information, Graham Gibbens as Cabinet Member for Adult Social Care, offered to provide a verbal update and answer questions at the Committee meeting. This was recommended by Mr Gibbens given the complex nature of the issues which are not quickly translated into brief written updates in the time available between agenda setting and reports needing to be published.
- 2.3 At a future Committee meeting, an agenda item could include details of the Social Care transformation programmes as this is one of the main mitigation or action plans designed to manage the risk.

3. Details of Risk

Management of adult social care demand:

- 3.1 **Risk Register Summary** - Adult social care services across the country are facing growing pressures, particularly with factors such as increasing numbers of young adults with long-term complex needs, increases in Deprivation of Liberty Safeguards Assessments and likely implications of the Care Act on demand for services. The adult social care transformation programme aims to respond to these challenges – the design stage of phase 2 is currently in progress.
- 3.2 A key factor causing rising demand for adult social care is the continuing transition of young people with complex needs to becoming adults with long-term complex care requirements that will potentially persist for their entire adult life. This represents a significant resource demand from the Council that will last decades.
- 3.3 The primary control mechanisms in place to prevent risk escalation are;
- Ongoing analysis of relevant needs assessments to allow appropriate budget planning.
 - Ongoing phase 1 Adult Social Transformation Programme – Care Pathways, Commissioning & Procurement and Optimisation
 - Greater challenging of other Authorities inappropriately placing Adults with significant needs in Kent.
 - Promotion of enablement support to existing and potential service users to encourage independent living.
 - Maximising the use of Telecare as part of mainstream community care services (reduces resource impact through appropriate service user engagement via telephone rather than face to face meetings).
 - Health & Social Care Integration Programme in place – bringing together demand management projects from both areas to maximise the capacity to reduce demand for specialist health and social care services.
 - Continued support for investment in preventative services through voluntary sector partners.

- Analysis being conducted on likely impact of the recent Supreme Court Ruling on Deprivation of Liberty Assessments.
- 3.4 The planned actions to be implemented to reduce the risk are:
- Public Health & Social Care promotion of effective information, advice and guidance services to support self-management and reduce dependency.
 - Lobby the Treasury to investigate Ordinary Residence matters in more details as a nation funding issue.
 - Delivery of Adult Social Care Transformation Phase 2 – performance monitoring and change initiatives to support demand management.

Management of demand - specialist children's services:

- 3.5 **Risk Register Summary** - A programme to deliver integrated Early Help and Preventative Services for 0-19s and their families is underway. A one-year plan for early help & preventative services has been produced, setting out priorities for service development and change. Diagnostic work has been conducted with the aid of an efficiency partner, aiming to ensure an improved and measurable impact of Early Help Services on Specialist Children's Services demand. A 'sandbox' approach is being used to provide an opportunity to test out new and innovative service design concepts.
- 3.6 A key factor of demand escalation for Specialist Children's Services is the consequence of highly publicised child protection incidents and serious case reviews as well as the associated policy and legislative changes. These factors have increased the resources required to manage each case and to review all internal processes to ensure they meet new policy requirements. An additional challenge facing Specialist Children's Services is the recruitment and retention of permanent qualified social workers.
- 3.7 The primary control mechanisms in place to prevent risk escalation are;
- Ongoing analysis of relevant needs assessments to allow appropriate budget planning.
 - Kent Integrated Adolescent Support Service (KIASS) is focusing on enabling quick and easy access to early help and preventative services to meet the needs of young people in a flexible and effective way that will reduce long term demand for more intense services. Particular attention is given to the most disadvantaged and vulnerable young people to ensure their risks are managed appropriately.
 - Intensive focus on delivering effective early help to reduce the need for specialist children's services.
 - Continued focus on obtaining value for money in relation to the commissioning of expensive specialist residential and independent fostering accommodation.
 - Scoping of diagnostic work undertaken with an Efficiency Partner has been conducted on Children's Services to assist in managing resources more efficiently.

- Early Help and Preventative Services one year plan 2014/15 has been produced setting out priorities for service development and change and ambitious targets to improve outcomes for children, young people and families.

3.8 The planned actions to be implemented to reduce the risk are:

- Work programme to deliver integrated provision of early help and prevention services for 0-19s and their families. Designed to respond quickly and effectively while reducing demand for long term or acute services.
- In-house fostering capacity to be developed to reduce external provider costs.
- Innovation programme using 'sandbox approach' that promotes the testing of new service design concepts.
- Implementation of Unified 0-25 programme within Specialist Children's Services, Early Help and Prevention and External Spend.

3.9 It is important to note that significant transformation and work programmes represent key parts of the respective action plans being developed and implemented to reduce the risk. These represent significant developments in KCC's approach to managing Social Care and may be suitable subjects for agenda items later in 2015 where the Committee may consider their effectiveness.

4. Recommendation

4.1 The Committee thank Mr Gibbens and Officers for their attendance, note the verbal update and decide whether they wish to consider this matter in more detail at an a future meeting..

By: Richard Parry – Chairman of the Scrutiny Committee
Peter Sass – Head of Democratic Services

To: Scrutiny Committee – 12 December 2014

Subject: Scrutiny Committee Work Programme

Summary: This report suggests ways to facilitate the work of the Committee in a manner that will most benefit the council and make best use Members' time and knowledge. The recommendations meet the need for flexibility and transparency, providing a robust system that encourages scrutiny and facilitates constructive dialogue between the political groups.

1. Background

- 1.1 Following the discussion about the role of the Scrutiny Committee on 12 June 2014, it was agreed that a draft work programme would be developed in consultation the Chairman and the Spokesmen. A suggested draft work programme is attached at **Appendix 1**.
- 1.2 The overall aims of the Scrutiny Committee can be best achieved through a combination of positive suggestions and recommendations alongside the challenging and questioning of decision making processes and decision-makers. Key to this is the Scrutiny Committee acting as a 'critical friend' in a positive and constructive manner.

2. Scrutiny Committee – remit

- 2.1 The powers and responsibilities of the Scrutiny Committee are described in the Constitution – Appendix 2 Part 2. This section also details other functions that the Scrutiny Committee is required to fulfil, either through sub-committees or by meeting in a different format, i.e. Crime and Disorder Committee, Flood Risk Management Committee and Select Committees (**Appendix 2**).
- 2.2 The Committee can require Cabinet Members and senior managers to attend and answer questions, although Members may also seek alternative means of accessing information, e.g. via informal briefings with officers, and can utilise the support of the Scrutiny Research Officer.
- 2.3 Members also have a statutory right to place items on the Scrutiny Committee agenda. When exercising this right they should be mindful of the requirements that this should not unnecessarily duplicate work being undertaken elsewhere and that consideration of this item should result in a meaningful outcome – see para. 4.6 for the recommended agenda item criteria.

3. Sources of Information for Scrutiny Committee Members

3.1 In order for Members of the Committee to be in an informed position to put forward items for consideration at their meetings which add value, there are a number of sources of information that Members can use. These include the following:

(a) Key Performance Indicators (KPIs), Risk Register & Budget Monitoring:

3.2 Currently, the main Council performance report goes to Cabinet on a quarterly basis and could be circulated to Scrutiny Committee Members at that time.

KPIs

3.3 When the Chairman and Spokesmen meet to agree items for the agenda they could discuss any requests from Committee Members for specific KPIs to be considered by the Committee in more detail. They could also ask for further information on specific KPIs via the Scrutiny Research Officer before deciding if there should be an item on that specific KPI.

3.4 If it is agreed that a KPI should be considered in more detail at the Scrutiny Committee meeting, then the relevant Cabinet Member and Director should be invited to attend.

Risk Register

3.5 The Corporate Risk Register could be used in the same way. Members should review any issue that has been flagged in the register and consider whether it should be added as a future agenda item. An initial update or response from the service may be requested in the first instance to clarify the nature of the risk, which could either be discussed by the Chairman and Spokesmen at the next agenda setting meeting or presented at the next Scrutiny Committee meeting as a written update. The Committee may then agree that the response is sufficient or decide that more detail is required and the Director and Cabinet Member may be invited to attend a future Committee meeting.

Budget Monitoring Information

3.6 Budget Monitoring Information would also be a useful source of information that would allow the Committee to consider the council's financial activity. Taken in conjunction with the other recommended information sources, the Budget Monitoring Information would ensure the Committee has the capacity to examine all aspects of the council's activities with sufficient context. This would mean that individual Member research would be more easily undertaken as well as encouraging the selection of significant and relevant issues for inclusion in Scrutiny Committee agendas.

Forward planning of agenda items

- 3.7 As well helping to identify items on a reactive basis, KPIs, budget monitoring information and the Risk Register can also assist with the forward planning of agenda items in order to make the Committee's work more relevant, responsive and effective. With sufficient notice, Directorates and Cabinet Members will be able to develop detailed and informative responses that include realistic action plans and meaningful reports. This will allow the Committee to engage with and improve a broader range of KCC business and will promote regular evidence-based discussions with the Executive and Officers.
- 3.8 The Committee should be mindful that the Cabinet Committees look at detailed areas which are covered in performance reports and should avoid duplicating the work of those Committees.
- (b) KCC Consultations
- 3.9 Another source of possible items for the Scrutiny Committee could be current consultations.
- 3.10 A list of current/proposed consultations could be regularly circulated to Scrutiny Committee Members by the Scrutiny Research Officer. At the agenda setting meeting, Members could decide whether, during the consultation period, the Committee would like to have the opportunity to find out more about the proposals by inviting the Cabinet Member and lead officer to attend and answer questions. This would enable the Committee to submit comments on the proposals, which could then be taken into account as part of the consultation process.
- (c) Referrals from Cabinet Committees to monitor the implementation of decisions.
- 3.11 When the Cabinet Committees carry out their pre-decision consideration role, the Committee sometimes asks for a further report on the implementation of that decision. As the workload for Cabinet Committees is large there is little time at meetings for this monitoring of decision implementation to be effectively carried out.
- 3.12 A more effective use of Members' time may be for the Cabinet Committee to make a referral to the Scrutiny Committee, setting out the timescale for the Scrutiny Committee to have an item on the implementation of the decision and any particular issue that they would like the Committee to consider. To ensure the subsequent scrutiny is informed and productive, a set of key success criteria could be included in the referral. This work would also evidence the council's commitment to maintaining a robust scrutiny function.

3.13 The Cabinet Member and lead officer could be invited to attend answer questions on the implementation of the decision and the Scrutiny Committee could make constructive comments.

4. **Agenda setting meetings**

4.1 Currently, the Chairman and Spokesmen meet immediately after the Cabinet meeting to agree the agenda for the next meeting of the Scrutiny Committee, which is usually programmed to be held during the following week. The timing of this agenda meeting is historic from the time when the call-in of Cabinet decisions was the main source business of the then Cabinet Scrutiny Committee.

4.2 When the Cabinet Committees were established on 1 April 2012, with their pre-decision consideration role, the need for the agenda setting to be held after Cabinet was negated.

4.3 It is suggested that the Chairman and Spokesmen hold their agenda setting meeting approximately 3 weeks before the Scrutiny Committee meeting, which would enable the Research Officer to produce a briefing paper on any items that are put on the agenda for the meeting. Also it would enable further information to be provided to Members, which may satisfy the concerns raised and remove the need for the item to be considered at the meeting. This would ensure that the items that are put on the agenda for the meeting have adequate but concise information provided for the Committee in advance to facility effective questioning and comment.

4.4 Depending on whether Members wish to receive KPIs, Risk Register updates, Budget Monitoring Information and notification of consultations, these could be standing items for consideration at the agenda setting meeting to provide a focus for the discussion on possible items for the Committee meeting.

4.5 Should Members agree to hold the agenda setting meetings earlier, there will be a need to ensure a mechanism remains in place that allows Members to respond to Cabinet decisions and updates. It is recommended that should a potential item be identified upon viewing the published Cabinet papers, Members should approach their Spokesman or the Chairman and inform the Scrutiny Research Officer. Investigations may then take place in timely fashion to consider the addition of the Cabinet activity in the next Scrutiny Committee agenda. This communication should take place via informal meetings and email correspondence to ensure the matter is addressed swiftly.

4.6 When suggesting items for consideration by the Committee, Members should be mindful of the need for their work to achieve at least one of the following:

- makes a positive impact on services

- promotes good practice
- challenges underperformance
- acts as a catalyst for change
- deals, where appropriate, with relevant partnership issues

5. Key Questions for Scrutiny

- 5.1 The recent Centre for Public Scrutiny (CfPS) report on the implications of the Mid-Staffordshire and Rotherham failures sets out some key questions that Authorities should consider in respect of their Scrutiny functions:
- How does the Council respond when significant problems arise and do its processes ensure that the matter will be addressed?
 - Does the Council's Scrutiny function have access to sufficient information to challenge and review its assertions of success?
 - Does the Council accept that Scrutiny has a serious role to play?
- 5.2 To ensure the Committee is able to respond appropriately to significant concerns, the work programme is being made flexible enough to accommodate both forward planned reviews and reactive investigations of serious issues. The Members provide a vital link with the community who may raise potential issues prior to recorded evidence becoming available, demonstrating the key role elected Members have in making sure Scrutiny can respond appropriately to meet the changing needs of the people of Kent.
- 5.3 It is intended that the recommendations for Members to receive a broader range of information from the council to assist with work programme development, future risk identification and implementation reviews, will facilitate the Scrutiny Committee in conducting the functions highlighted by the CfPS.
- 5.4 Encouraging Members to seek as many information sources as possible is a key part of this report, so that while more formal data will be provided, Members are encouraged to use their engagement with communities to gain public insight and context for issues the Committee may review.

6. Training

- 6.1 In order to carry out their role effectively there may be a need to provide training for Committee members in terms of effective use of performance data.
- 6.2 It is recommended that this training requirement is addressed through KCC's Member Development function. The positive outcome of such activity will include an increase in the expertise possessed by the Scrutiny Committee and evidence that KCC maintains a robust and reliable Scrutiny function that is capable of effectively interrogating performance data.

- 6.3 Linked with this, it is hoped that the proposed Member Development arising from the Commissioning Select Committee regarding effective interviewing skills will also improve the Scrutiny Committee's capacity to hold more incisive discussions with Cabinet Members and senior officers.

7. Work Programme

- 6.1 A draft work programme has been developed (**Appendix 1**) that seeks to balance planned work of the Committee with the flexibility to enable call-ins and KPI related agenda items to be addressed when they arise. As such, not all meetings have items scheduled; this is intentional as it will encourage agenda item recommendations from the Members in light of the performance data being circulated.
- 6.2 The work programme is designed to emphasise that Scrutiny has a responsibility to review and recognise positive work as well as consider other aspects where performance would be improved. It is hoped that this approach will reinforce the positive contribution of the Committee's work.

7. Recommendation

The Committee is requested to consider whether it wishes to adopt any of the following:

- (a) move the agenda setting meeting to at least 3 weeks before the Committee meeting (paragraph 4.3 refers)
- (b) have circulated to Committee members on a regular basis KPIs, Budget Monitoring Information, the Corporate Risk Register and a list of KCC consultations and at each agenda setting meeting consideration be given to whether any of these should be added to the agenda for the next or a future meeting (paragraph 4.4 refers).
- (c) The draft work programme, with items subject to final approval at the agenda setting meeting.

Report Author:

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Background Documents:

None

Scrutiny Committee Work Programme

5th December 2014

Call- in : Tiger Fund Decision 14/00133	Equity Investment from TIGER fund.
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12th December 2014

Select Committee Work Programme	Nominations for new Select Committees – subject to the agreed Scrutiny Committee work programme.
Social Care – Risk Register updates	Verbal update on Management of Social Care demand.
Scrutiny Committee Work programme & future approach to Scrutiny Report	Draft work programme for approval and report outlining Scrutiny working practices to be agreed.

21st January 2015

Draft Budget 2015/16 & MTFP	Post consultation and Cabinet update. Committee to review proposed budget – opportunity for comment (both positive and negative).
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4th February 2015 – Crime and Disorder Committee

Community Safety Agreement	Community Safety Agreement presented for comment and discussion. Verbal update on progress against the CSA action plan.
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1st April 2015

European Select Committee - minutes	Scheduled Report back – Ashford Spur update to be included.
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5th May 2015

Items to be scheduled by Committee	
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11th June 2015

Flood Risk Management Committee – Annual Report	Standard Annual Report
Commissioning Select Committee Minutes	1 year on – Select Committee reconvenes in May to consider progress since submission of report to the Council.

9th July 2015

Item to be scheduled by Committee	
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21st September 2015

Select Committee A	Action plan for recommendations
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20th October 2015

Scrutiny Committee Work Programme update	2015/16 programme for Committee's review.
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11th December 2015 – Crime & Disorder

Community Safety review	Overview of progress against action plan

January 2016

Select Committee B	Action plan for recommendations
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Scrutiny Committee Suite

11 Members

Conservative: 6; UKIP: 2; Labour: 2; Liberal Democrat: 1; and (for relevant education items only): Churches: 3; Parent Governors: 2.

1.1 The Council has appointed this Committee under section 21 of the Local Government Act 2000 to:

- (a) review or scrutinise decisions made, or other action taken, in connection with the discharge of any executive or non-executive functions.
- (b) make reports or recommendations to the County Council or the executive, requiring them to consider and respond, indicating what (if any) action they propose to take, within 2 months.
- (c) in the case of executive decisions made but not implemented, recommend the decision be reconsidered or refer the review of the decision to the County Council.
- (d) request, but not require, that implementation of a decision be postponed when considering any decision taken by an officer or by a Committee exercising functions delegated by the Council.
- (e) to make reports or recommendations to the County Council or the executive on matters which affect the authority's area or the inhabitants of the area.
- (f) require the Leader, Cabinet Members and Senior Managers to attend before it and answer questions. It is the duty of any Member or officer to comply with such a requirement.
- (g) require any other Member to attend before it to answer questions relating to any function which is exercisable by the Member by virtue of **section 236** of the **Local Government and Public Involvement in Health Act 2007** (exercise of functions by local councillors in England).
- (h) invite other persons to attend meetings of the Committee to answer questions and gather evidence with their consent.
- (i) appoint one or more sub-committees to discharge any of its functions.
- (j) co-ordinate the programme of Select Committee reviews during the year.

1.2 When exercising the powers in relation to education functions, this Committee will include persons nominated by the Diocesan Boards of Education of the Canterbury and Rochester Dioceses of the Church of England and the Roman Catholic Bishop whose diocese includes Kent (paragraph 7 of Schedule 1 to the 2000 Act), as well as persons elected as representatives of parent governors at

schools maintained by the Council as the local education authority for Kent (paragraph 9 Schedule 1 to the 2000 Act).

2. Crime and Disorder Committee

11 Members

Conservative: 6; UKIP: 2; Labour: 2; Liberal Democrat: 1

2.1 This committee is responsible for the scrutiny of authorities responsible for Crime and Disorder strategies in accordance with section 19 of the Police and Justice Act 2006 and the Protocol at Appendix 4 Part 4 Annex C.

3. Flood Risk Management Committee

7 Members

Conservative: 4; UKIP: 1; Labour: 1; Liberal Democrat: 1

3.1 In accordance with the Localism Act 2011 (Schedule 2), this committee is responsible for reviewing and scrutinising the exercise by risk management authorities of flood risk management functions or coastal erosion risk management functions which may affect the local authority's area.

3.2 This committee is responsible for:

(a) the preparation monitoring and review (in conjunction with the Flood Risk Management Officer) of a strategic action plan for flood risk management in Kent, taking into account any Select Committee recommendations, the Pitt Review and relevant requirements of the Flood and Water Management Act 2010

(b) reporting annually (and more often if necessary) to the Scrutiny Committee and to the Cabinet Member for Environment & Transport

(c) reviewing and responding to any consultation on the implementation of the Pitt Review and the future development of the Flood and Water Management Act 2010

(d) receiving reports from the Southern Regional Flood and Coastal Committee and responding as appropriate

(e) the investigation of water resource management issues in Kent

3.3 A risk management authority must comply with a request from this committee for information and a response to a report.

3.4 The committee may include (non-voting) persons who are not members of the authority, including representatives of District Councils, the Environment Agency and Internal Drainage Boards.

4. Select Committees

9 Members

Conservative: 5; UKIP: 2; Labour: 1; Liberal Democrat: 1

4.1 These are time limited, task specific sub-committees of the Scrutiny Committee, appointed to carry out reviews on behalf of the Scrutiny Committee with the same powers as the main committee.

4.2 The general scope of each Select Committee review is agreed by the Scrutiny Committee and endorsed by Cabinet when it is included in the work programme. The detailed terms of reference of each Select Committee Review are developed by a cross party Member group (one from each group), for approval by the Select Committee and endorsement by the Scrutiny Committee.

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