

AGENDA

SCRUTINY COMMITTEE MEETING

Date: Tuesday, 13 January 2015
Time: 7.00 pm
Venue: Council Chamber - Swale House

Membership:

Councillors Sylvia Bennett, Andy Booth (Chairman), Lloyd Bowen (Vice-Chairman), Jackie Constable, John Coulter, Mark Ellen, June Garrad, Mike Haywood, Mike Henderson, Peter Marchington, Prescott, Ben Stokes and Ghlin Whelan.

Quorum = 4

Pages

1. Apologies for Absence and Confirmation of Substitutes

2. Minutes

To approve the Minutes of the Meeting held on 27 November 2014 (Minute Nos. 370 - 379) as a correct record.

3. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:

(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

Advice to Members: If any Councillor has any doubt about the existence or nature of any DPI or DNPI which he/she may have in any

item on this agenda, he/she should seek advice from the Director of Corporate Services as Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

Part One - Substantive Items

4. Performance Monitoring Report 1 - 12

The Committee is asked to consider the Performance Monitoring Report.

Part Two - Business Items

5. Reviews at Follow-up Stage and Log of Recommendations 13 - 14

The Committee is asked to review the updated log of recommendations.

6. Other Review Progress Reports

The Committee is asked to consider updates on other reviews.

7. Cabinet Forward Plan 15 - 24

The Committee is asked to consider the Forward Plan with a view to identifying possible items for pre-decision scrutiny.

8. Urgent Business Requests

The Committee is asked to consider any requests from Committee Members to commence a review.

9. Committee Work Programme 25 - 26

The Committee is asked to review and discuss the Committee's Work Programme for the remainder of the year.

Issued on Monday, 5 January 2015

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of the Scrutiny Committee, please visit www.swale.gov.uk

**Director of Corporate Services, Swale Borough Council,
Swale House, East Street, Sittingbourne, Kent, ME10 3HT**

Scrutiny Meeting		Agenda Item:
Meeting Date	13 January 2015	
Report Title	Performance Monitoring – 2014/15 Quarter 2	
Cabinet Member	Cllr Wilcox, Performance	
SMT Lead	Abdool Kara, Chief Executive	
Head of Service	David Clifford, Policy and Performance Manager	
Lead Officer	David Clifford, Policy and Performance Manager	
Key Decision	No	
Classification	Open	

1 Purpose of Report and Executive Summary

- 1.1 This report presents the quarterly portfolio-based balanced scorecard performance reports for the second quarter (July-September) of 2014/15. The scorecards seek to provide a holistic overview of Council performance on each portfolio from a range of perspectives.

2 Background

- 2.1 Strategic performance monitoring by Cabinet and the Scrutiny Committee has been primarily through portfolio balanced scorecards since 2011.

3 Proposal

- 3.1 Appendix I provides a scorecard for each Cabinet portfolio, plus one covering 'corporate health'. This latter combines some information which is only relevant from a cross-organisational perspective with a high-level summary of some of the information which is included in more detail on individual portfolios' scorecards.
- 3.2 With the exception of 'corporate health', each scorecard also includes a separate list of 'exceptions', providing more information on items shown as Red on the scorecards.
- 3.3 Items may show as Red for a number of reasons (eg failure to meet target, deterioration from the same quarter last year, etc), and the fact that a scorecard contains some Red items does not necessarily imply that there is a problem. The purpose of the exception reports, as well as the summaries by the Policy Team on each scorecard, is to enable members to determine where further investigation may be beneficial.

4 Alternative Options

- 4.1 Regular monitoring of organisational performance is widely regarded as essential to a well-governed council. The scorecards seek to deal with 'performance' in the broadest sense, rather than focusing only on traditional measures such as output indicators and progress on delivering service plans.
- 4.2 The monthly SMT report, which is more tightly focused on these traditional measures, continues to be circulated to Cabinet and Scrutiny members on an individual basis for information. Formal consideration of this report could at any time be included as an agenda item for either of these meetings.

5 Consultation Undertaken or Proposed

- 5.1 The scorecards are largely based on information provided either through Covalent or other council systems by senior officers, and have been circulated to SMT and heads of service for comment or corrections prior to being forwarded to members.

6 Implications

Issue	Implications
Corporate Plan	The balanced scorecards provide the primary mechanism for members to monitor, and hold officers to account for, progress towards achieving the corporate plan.
Financial, Resource and Property	The balanced scorecards provide summary in-year budget information which is available in more detail in the quarterly budget monitoring reports produced by Finance.
Legal and Statutory	Few direct implications, as with very few exceptions the Council is no longer under an obligation to manage its performance against an externally-specified set of indicators.
Crime and Disorder	No direct implications, although the local area perception survey data includes a perception indicator on antisocial behaviour.
Sustainability	No direct implications.
Health and Wellbeing	No direct implications, although several measures included in either the council's corporate indicator set or the local area perception survey have a significant bearing on the health and wellbeing of residents.
Risk Management and Health and Safety	Both strategic and operational risks are included in the scorecards to mitigate adverse impacts on achieving objectives. No direct health and safety implications.
Equality and Diversity	No direct implications.

7 Appendices

7.1 The following documents are to be published with this report and form part of the report:

- Appendix I: Cabinet scorecard reports for 2014/15 Quarter 2.

CORPORATE HEALTH

Balanced scorecard report for 2014/15 Quarter 2



Council Leader: Cllr Bowles • Deputy Leader: Cllr Lewin

Corporate Overview

Budget monitoring

At end of 2014/15 Quarter 2	Revenue budget			Capital expenditure		
	Budget	Projected year-end position		Budget	Profiled (target) spend	Actual spend
Swale Borough Council	£18,137,020	£687,720	(4%) Underspend	£2,428,190	£1,214,095 (50%)	£640,970 (26%)

Adverse audit opinions

Number of poor or weak control opinions received during 2014/15 Quarter 2: **0**

This scorecard includes all adverse opinions received across SBC. Where adverse opinions are received, details are provided here. No adverse opinions were received in 2014/15 Quarter 2.

Large projects

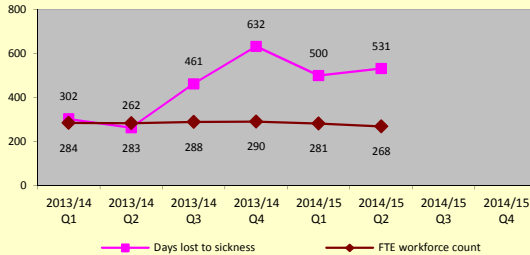
All large projects across SBC

Green: No issues. Amber: Minor issues raised/envisaged since last report. Red: Significant issues raised/envisaged since last report. For more details see portfolio scorecards or go to: <http://intranet/projects/default.aspx>



Workforce

Workforce count and sickness absence



Strategic risks

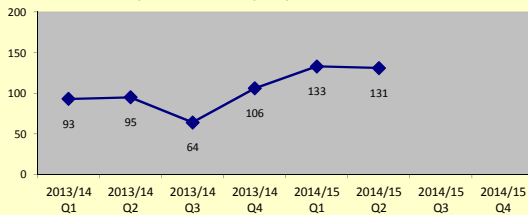
Strategic risk register 2014/15	* Likelihood	Impact
1. Welfare reform/wider economic pressures	5	3
2. Regeneration and place-shaping	5	3
3. Balancing the budget 2014/15 to 2016/17	4	4
4. Transforming to meet the financial climate	3	3
5. Safeguarding	3	4

*The RAG rating relates to the combined likelihood-impact score.

Customer Perspective

Customer feedback

Complaints received per quarter: total across SBC

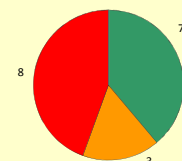


Complaints and compliments across SBC: 2014/15 Quarter 2

Total complaints received	131
Total complaints responded to within 10 working days	108
Proportion of complaints responded to within 10 working days (target 87.5%)	82%
Total complaints referred to the Local Government Ombudsman	3
Total compliments received	38

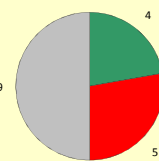
Local area perception survey 2014

Indicators and targets (RAG)



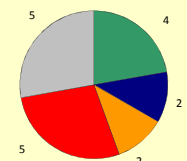
Green: target achieved. Amber: within tolerance. Red: target missed. Grey: no data or no target.

Indicators improved or deteriorated from 2013



Green: improved. Red: deteriorated. Grey: static or no statistically significant change.

Indicator quartile positions in 2008 Place Survey data



Green: best 25%. Blue: above median. Amber: below median. Red: worst 25%. Grey: no data.

This scorecard includes all 18 local area perception survey indicators from across SBC services.

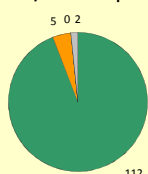
Summary from the Policy and Performance Team

This scorecard gives an overview of the state of the council at the end of the second quarter of 2014/15. Three-quarters of the indicators for which an outcome can be calculated are on target, but nine planning-related indicators cannot be calculated due to issues encountered in the move to a shared planning administration service; information on these indicators will be available again from Quarter 3. More than half of the indicators for which national comparisons can be made are performing among the best 25% of local authorities nationally. The rise in complaints witnessed over the last two quarters appears to have stabilised, although timeliness in complaint handling has deteriorated. All but two of the council's large projects are Green, with only Individual Elector Registration and the communications review experiencing minor issues. More detail on many of the measures in this scorecard is presented on the individual portfolio scorecards.

Service Perspective

Planned actions

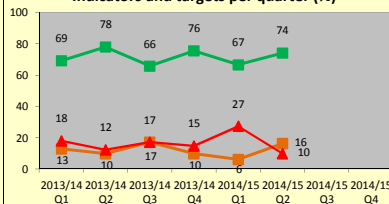
Actions in 2014/15 service plans



Green: complete or in progress. Amber: action due this quarter. Red: action overdue. Grey: action cancelled.

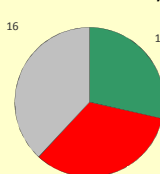
Performance indicators

Indicators and targets per quarter (%)



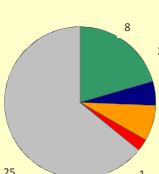
There are 41 corporate indicators in total. Green: target achieved. Amber: within tolerance. Red: target missed.

Indicators improved or deteriorated from 2013/14 Q2



Green: improved. Red: deteriorated. Grey: static or no data.

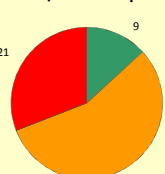
Quartile positions in latest available data



Green: best 25%. Blue: above median. Amber: below median. Red: worst 25%. Grey: no data.

Operational risks

Operational risks in 2014/15 service plans



RAG denotes combined likelihood and impact scores. Red: high (≥12). Amber: medium. Green: low (≤4).

This scorecard includes all actions and operational risks from across SBC service plans, and all 42 performance indicators in the corporate set.

COMMUNITY SAFETY AND HEALTH

Balanced scorecard report for 2014/15 Quarter 2

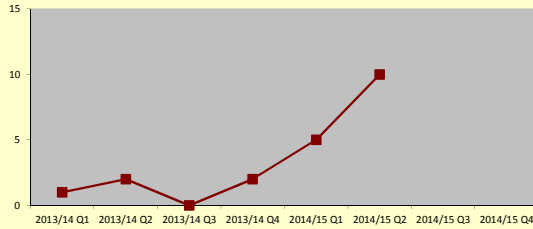


Cabinet Member: Cllr Pugh

Customer Perspective

Customer feedback

Total complaints received per quarter



— Economy and Community Services

Complaints responded to within 10 working days (target: 87.5%)

2014/15 Quarter 2	No. rec'd	No. timely	% timely
Economy and Community Services	10	7	70

Local Government Ombudsman complaints

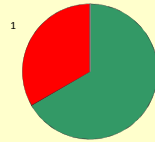
No complaints were referred to the Local Government Ombudsman during the quarter.

Compliments received during 2014/15 Quarter 2

Economy & Community	6
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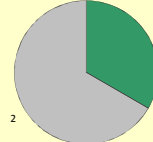
Local area perception survey 2014

Indicators and targets (RAG)



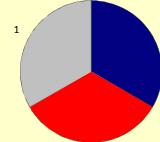
Green: target achieved. Amber: within tolerance. Red: target missed. Grey: no data or no target.

Indicators improved or deteriorated from 2013



Green: improved. Red: deteriorated. Grey: static or no statistically significant change

Indicator quartile positions in 2008 Place Survey data



Green: best 25%. Blue: above median. Amber: below median. Red: worst 25%. Grey: no data.

Summary from the Policy and Performance Team

This scorecard gives an overview of council performance on the Community Safety and Health portfolio at the end of the second quarter of 2014/15. The only corporate indicator under this portfolio is the overall crime rate, which appears to have stabilised following recent rises. It remains Red at 19 crimes per 1,000 population against a target of just below 15 crimes. Swale's figure is improved in comparison to those of its most similar comparator areas, which may reflect better crime recording practices nationwide, although the membership of the most similar group has also been updated recently. Further detail is available from the Community Safety Unit. All service plan actions for this portfolio are on track, both the portfolio's operational risks are being appropriately managed, and no adverse audit opinions were received during the quarter.

Service Perspective

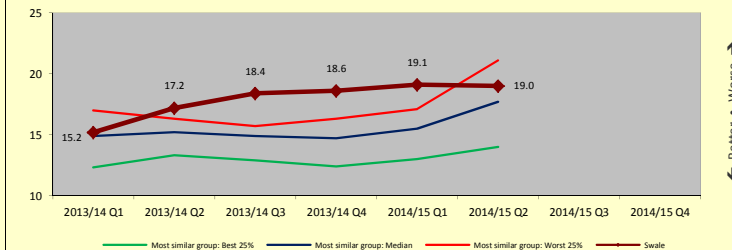
Planned actions

Actions in 2014/15 service plans



Green: complete or in progress. Amber: action due this quarter. Red: action overdue. Grey: action cancelled.

All crime per 1,000 population



Risk management

Operational risks



RAG denotes combined likelihood and impact scores. Red: high (≥12). Amber: medium. Green: low (≤4).

Corporate Perspective

Revenue budget

At end of 2014/15 Quarter 2	Budget 14/15	Projected year-end position
Economy and Community Services	£2,129,040	£19,000 (1%) Overspend

Projects

Troubled families

Project status at end of quarter:	Amber
Either: minor deviation from timescales, budget or quality since last report. Or: minor future changes to timescales, budget, quality or risks envisaged.	

Capital expenditure

At end of 2014/15 Quarter 2	Budget 14/15	Profiled spend	Actual spend
Economy and Community Services	£414,770	£207,385 (50%)	£40,245 (10%)

Portfolio-Specific Perspective

There are currently no portfolio-specific items in this portfolio.

Adverse audit opinions

Number of poor or weak control opinions received during 2014/15 Quarter 2:	0
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Where adverse opinions are received, details are provided here.
No adverse opinions were received in 2014/15 Quarter 2.

ENVIRONMENT AND RURAL AFFAIRS

Balanced scorecard report for 2014/15 Quarter 2

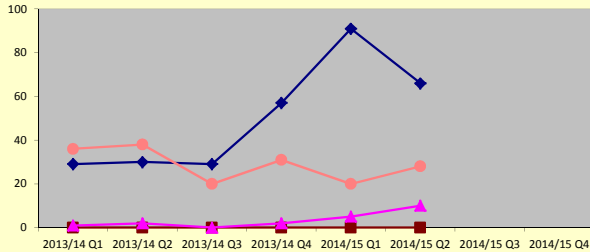


Cabinet Member: Cllr Simmons

Customer Perspective

Customer feedback

Total complaints received per quarter



Commissioning and Customer Contact
Policy and Performance
Economy and Community Services
Service Delivery

Complaints responded to within 10 working days (target: 87.5%)

2014/15 Quarter 2	No. rec'd	No. timely	% timely
Commissioning and Customer Contact	66	56	85
Policy and Performance	0	0	N/A
Economy and Community Services	10	7	70
Service Delivery	28	24	86

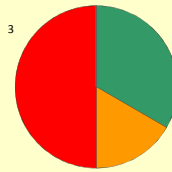
One complaint was referred to the Local Government Ombudsman during the quarter.

Complaints received during 2014/15 Quarter 2

Commissioning & Contact	22	Economy & Community	6
Policy & Performance	0	Service Delivery	4

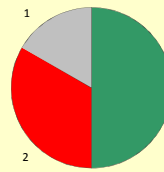
Local area perception survey 2014

Indicators and targets (RAG)



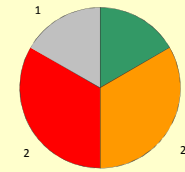
Green: target achieved. Amber: within tolerance. Red: target missed. Grey: no data or no target.

Indicators improved or deteriorated from 2013



Green: improved. Red: deteriorated. Grey: static or no statistically significant change.

Indicator quartile positions in 2008 Place Survey data



Green: best 25%. Blue: above median. Amber: below median. Red: worst 25%. Grey: no data.

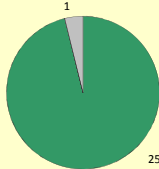
Summary from the Policy and Performance Team

This scorecard gives an overview of council performance on the Environment and Rural Affairs portfolio at the end of the second quarter of 2014/15. Performance on indicators remains good, with all but one indicators achieving their targets and more than half of the indicators for which comparator data is available performing among the best 25% of authorities in the country. Complaint levels have fallen back again following the rise caused by the implementation of the new waste contract, but the timeliness of complaint handling across all service areas is mixed. All current service plan actions are making progress as expected, budgets and operational risks are being well managed, and no adverse audit opinions were received during the quarter. Sustainable Sheppey, the portfolio's only large project, has returned to Green status as a result of the follow-up audit which upgraded the assurance opinion from 'limited' to 'substantial'.

Service Perspective

Planned actions

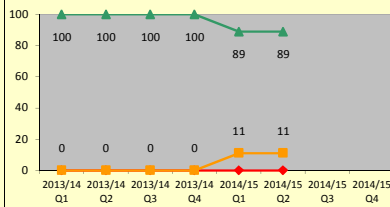
Actions in 2014/15 service plans



Green: complete or in progress. Amber: action due this quarter. Red: action overdue. Grey: action cancelled.

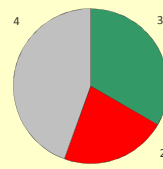
Performance indicators

Indicators and targets per quarter (%)



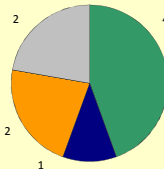
There are nine indicators in total. Green: target achieved. Amber: within tolerance. Red: target missed.

Indicators improved or deteriorated from 2013/14 Q2



Green: improved. Red: deteriorated. Grey: static or no data.

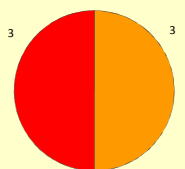
Quartile positions in latest available data



Green: best 25%. Blue: above median. Amber: below median. Red: worst 25%. Grey: no data.

Risk management

Operational risks



RAG denotes combined likelihood and impact scores. Red: high (≥12). Amber: medium. Green: low (≤4).

Corporate Perspective

Revenue budget

At end of 2014/15 Quarter 2	Budget 14/15	Projected year-end position
Commissioning and Customer Contact	£6,816,470	£485,000 (7%) Underspend
Policy and Performance	£203,900	£13,000 (6%) Underspend
Economy and Community Services	£2,129,040	£19,000 (1%) Overspend
Service Delivery	£645,360	£12,000 (2%) Underspend

Large projects

Sustainable Sheppey	http://www.swale.gov.uk/sustainable-sheppey-3/
Project status at end of quarter:	Green
Both: no changes to timescales, budget or quality since last report. And: no future changes to timescales, budget, quality or risks envisaged.	

Capital expenditure

At end of 2014/15 Quarter 2	Budget 14/15	Profiled spend	Actual spend
Commissioning and Customer Contact	£418,260	£209,130 (50%)	£70,051 (17%)
Policy and Performance	£0	£0 (%)	£0 (%)
Economy and Community Services	£414,770	£207,385 (50%)	£40,245 (10%)
Service Delivery	£45,000	£22,500 (50%)	£449 (1%)

Portfolio-Specific Perspective

There are currently no portfolio-specific items in this scorecard.

Adverse audit opinions

Number of poor or weak control opinions received during 2014/15 Quarter 2: 0

Where adverse opinions are received, details are provided here. No adverse opinions were received in 2014/15 Quarter 2.

FINANCE and PERFORMANCE

Combined balanced scorecard report for 2014/15 Quarter 2

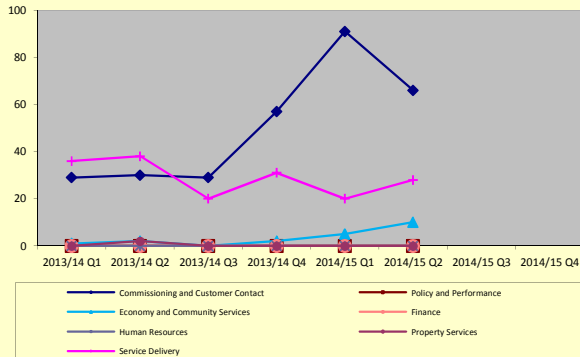


Cabinet Member for Finance: Cllr Dewar-Whalley • Cabinet Member for Performance: Cllr Wilcox

Customer Perspective

Customer feedback

Total complaints received per quarter



Compliments received during 2014/15 Quarter 2

Commissioning and Customer Contact	22	Human Resources	0
Policy and Performance	0	Property Services	2
Economy and Community Services	6	Service Delivery	4
Finance	0		

There are no indicators from the local area perception survey in this portfolio.

Summary from the Policy and Performance Team

This combined scorecard gives an overview of council performance on both the Finance and the Performance portfolios at the end of the second quarter of 2014/15. No performance indicators are missing target by more than 5%, and all of those for which comparator data is available are performing above the national median. Just over half of indicators have improved when compared with this point last year. All service plan actions are making expected progress, risks and budgets are being well managed, and no adverse audit opinions were received during the quarter. Progress on tackling inequalities, the portfolios' only large project, is also on track.

Complaints responded to within 10 working days (target: 87.5%)

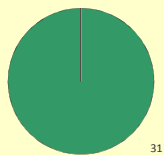
2014/15 Quarter 2	No. rec'd	No. timely	% timely
Commissioning and Customer Contact	66	56	85
Policy and Performance	0	0	N/A
Economy and Community Services	10	7	70
Finance	0	0	N/A
Human Resources	0	0	N/A
Property Services	0	0	N/A
Service Delivery	28	24	86

One complaint was referred to the Local Government Ombudsman during the quarter.

Service Perspective

Planned actions

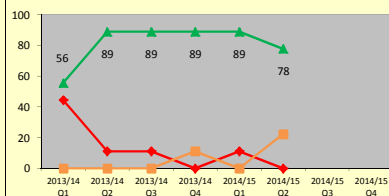
Actions in 2014/15 service plans



Green: complete or in progress. Amber: action due this quarter. Red: action overdue. Grey: action cancelled.

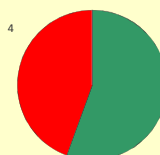
Performance indicators

Indicators and targets per quarter (%)



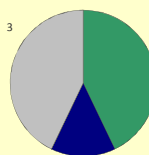
There are nine indicators in total. Green: target achieved. Amber: within tolerance. Red: target missed.

Indicators improved or deteriorated from 2013/14 Q2



Green: improved. Red: deteriorated. Grey: static or no data.

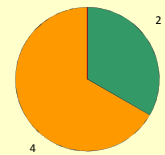
Quartile positions in latest available data



Green: best 25%. Blue: above median. Amber: below median. Red: worst 25%. Grey: no data.

Risk management

Operational risks



RAG denotes combined likelihood and impact scores. Red: high (≥12). Amber: medium. Green: low (≤4).

Corporate Perspective

Budget monitoring

At end of 2014/15 Quarter 2	Revenue budget			Capital expenditure		
	Budget 14/15	Projected year-end position		Budget 14/15	Profiled spend	Actual spend
Commissioning and Customer Contact	£6,816,470	£485,000 (7%) Underspend		£418,260	£209,130 (50%)	£70,051 (17%)
Policy and Performance	£203,900	£13,000 (6%) Underspend		£0	£0 (%)	£0 (%)
Economy and Community Services	£2,129,040	£19,000 (1%) Overspend		£414,770	£207,385 (50%)	£40,245 (10%)
Finance	£974,090	£20,000 (2%) Underspend		£56,570	£28,285 (50%)	£0 (0%)
Human Resources	£387,040	£0 (0%) Underspend		£0	£0 (%)	£0 (%)
Property Services	£659,190	£85,000 (13%) Underspend		£143,500	£71,750 (50%)	£73,141 (51%)
Service Delivery	£645,360	£12,000 (2%) Underspend		£45,000	£22,500 (50%)	£449 (1%)

Adverse audit opinions

Number of poor or weak control opinions received during 2014/15 Quarter 2: **0**

Where adverse opinions are received, details are provided here. No adverse opinions were received in 2014/15 Quarter 2.

Large projects

Tackling Inequalities	http://intranet/projects/Equality
Project status at end of quarter:	Green
Both: no changes to timescales, budget or quality since last report. And: no future changes to timescales, budget, quality or risks envisaged.	

HOUSING

Balanced scorecard report for 2014/15 Quarter 2

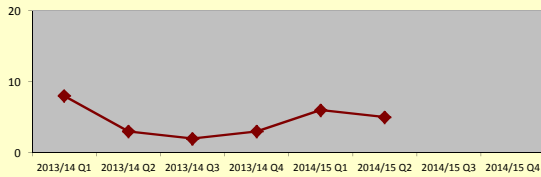


Cabinet Member: Cllr Wright

Customer Perspective

Customer feedback

Total complaints received per quarter



Complaints responded to within 10 working days (target: 87.5%)

2014/15 Quarter 2	No. rec'd	No. timely	% timely
Housing Services	5	3	60

One complaint was referred to the Local Government Ombudsman during the quarter.

Compliments received during 2014/15 Quarter 2

Housing Services	0
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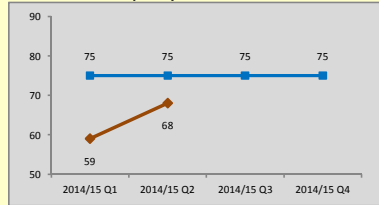
Summary from the Policy and Performance Team

This scorecard gives an overview of council performance on the Housing portfolio at the end of the second quarter of 2014/15, providing a range of metrics to give a holistic view of the service. The number of households in temporary accommodation is up this quarter but remains well below the target maximum. The number of long-term empty homes brought back into use has seen a significant increase, to the extent that the year-end target has already been achieved by the mid-point of the year. Complaint levels are steady, but timeliness in responding to them has dipped again after almost achieving target last quarter. All current service-plan actions are on track, budgets and operational risks are being appropriately managed, and no adverse audit opinions have been received.

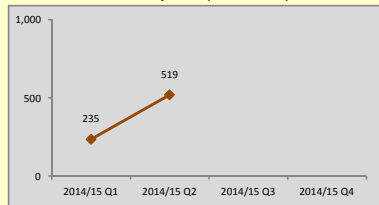
Chart legend: Target — Actual —

Housing Options

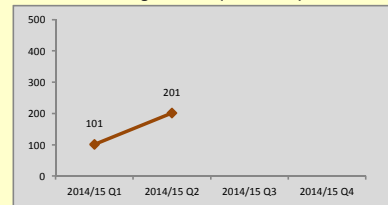
Number of households in temporary accommodation



Number of new prevention cases opened (cumulative)

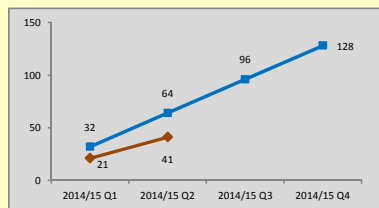


Number of households prevented from becoming homeless (cumulative)

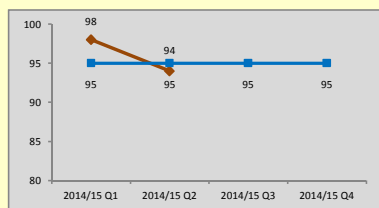


Private Sector Housing

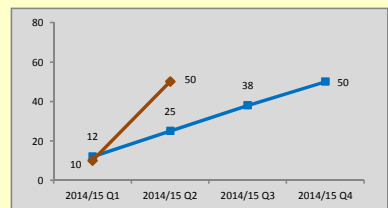
Number of DFG grants completed (cumulative)



Enforcement action responses within seven working days (%)

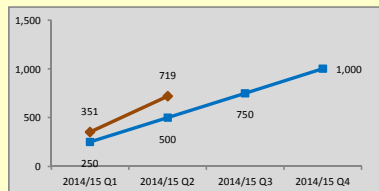


Number of long-term empty homes brought back into use (cumulative)

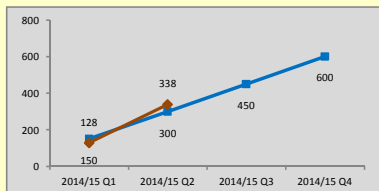


Stay Put Service

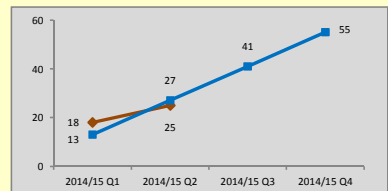
Number of enquiries to the Stay Put service (cumulative)



Number of jobs completed under the handyman scheme (cumulative)



Gross number of affordable homes delivered (cumulative)



Corporate Perspective

Revenue budget

At end of 2014/15 Quarter 2	Budget 14/15	Projected year-end position
Housing Services	£1,157,410	£4,000 (0%) Underspend

Capital expenditure

At end of 2014/15 Quarter 2	Budget 14/15	Profiled spend	Actual spend
Housing Services	£1,343,890	£671,945 (50%)	£450,868 (34%)

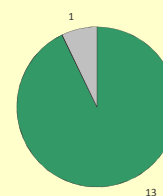
Adverse audit opinions

Number of poor or weak control opinions received during 2014/15 Quarter 2:	0
----------------------------------------------------------------------------	---

Where adverse opinions are received, details are provided here. No adverse opinions were received in 2014/15 Quarter 2.

Planned actions

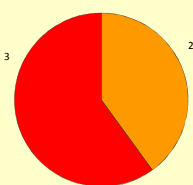
Actions in 2014/15 Service Plans



Green: complete or in progress. Amber: action due this quarter. Red: action overdue. Grey: action cancelled

Risk management

Operational Risks



RAG denotes combined likelihood and impact scores. Red: high (≥12). Amber: medium. Green: low (≤4).

LOCALISM

Balanced scorecard report for 2014/15 Quarter 2

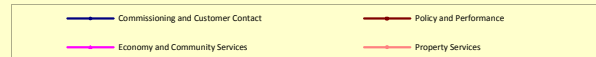
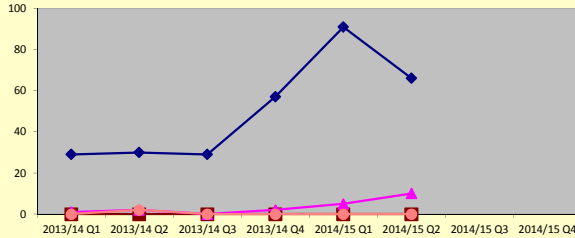


Cabinet Member: Cllr Whiting

Customer Perspective

Customer feedback

Total complaints received per quarter



Complaints responded to within 10 working days (target: 87.5%)

2014/15 Quarter 2	No. rec'd	No. timely	% timely
Commissioning and Customer Contact	66	56	85
Policy and Performance	0	0	N/A
Economy and Community Services	10	7	70
Property Services	0	0	N/A

No complaints were referred to the Local Government Ombudsman during the quarter.

Compliments received during 2014/15 Quarter 2

Commissioning & Contact	22	Economy & Community	6
Policy & Performance	0	Property Services	2

Local area perception survey 2014

Indicators and targets (RAG)



Green: target achieved. Amber: within tolerance. Red: target missed. Grey: no data or no target.

Indicators improved or deteriorated from 2013



Green: improved. Red: deteriorated. Grey: static or no statistically significant change.

Indicator quartile positions in 2008 Place Survey data



Green: best 25%. Blue: above median. Amber: below median. Red: worst 25%. Grey: no data.

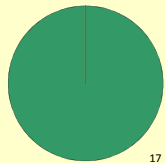
Summary from the Policy and Performance Team

This scorecard gives an overview of council performance on the Localism portfolio at the end of the second quarter of 2014/15. The membership level of the SCEN is up again from last quarter and last year, and the volunteering strategy action plan is almost half-complete at the mid-point in the year. The lack of improvement in the 2014 Local Area Perception Survey results on volunteering is disappointing given the council's focus on volunteering over the past year, and work will be undertaken to analyse and understand this result better so as to inform a future work programme. All service plan actions under this portfolio are on track, and operational risks are being appropriately managed, while a small overspend on the Economy and Community Services budget is being forecast for year-end. No adverse audit opinions were received during the quarter.

Service Perspective

Planned actions

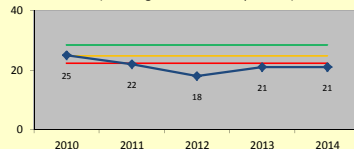
Actions in 2014/15 service plans



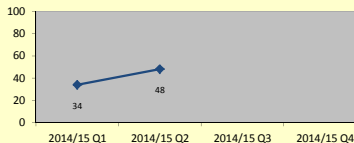
Green: complete or in progress. Amber: action due this quarter. Red: action overdue. Grey: action cancelled.

Volunteering and engagement indicators

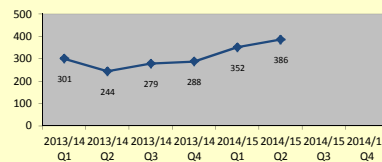
People who have given unpaid help to a club, society or organisation at least once per month in the last year (%) (showing 2008 national quartiles)



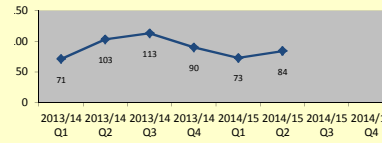
Proportion of Volunteering Strategy action plan completed (%)



Swale Community Empowerment Network: Number of member organisations

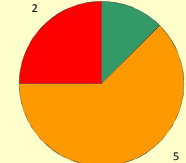


Number of residents attending community engagement events



Risk management

Operational risks



RAG denotes combined likelihood and impact scores. Red: high (≥12). Amber: medium. Green: low (≤4).

Corporate Perspective

Revenue budget

At end of 2014/15 Quarter 2	Budget 14/15	Projected year-end position
Commissioning and Customer Contact	£6,816,470	£485,000 (7%) Underspend
Policy and Performance	£203,900	£13,000 (6%) Underspend
Economy and Community Services	£2,129,040	£19,000 (1%) Overspend
Property Services	£659,190	£85,000 (13%) Underspend

Capital expenditure

At end of 2014/15 Quarter 2	Budget 14/15	Profiled spend	Actual spend
Commissioning and Customer Contact	£418,260	£209,130 (50%)	£70,051 (17%)
Policy and Performance	£0	£0 (%)	£0 (%)
Economy and Community Services	£414,770	£207,385 (50%)	£40,245 (10%)
Property Services	£143,500	£71,750 (50%)	£73,141 (51%)

Adverse audit opinions

Number of poor or weak control opinions received during 2014/15 Quarter 2:	0
Where adverse opinions are received, details are provided here.	
No adverse opinions were received in 2014/15 Quarter 2.	

Large projects

Community governance review

<http://intranet/projects/>

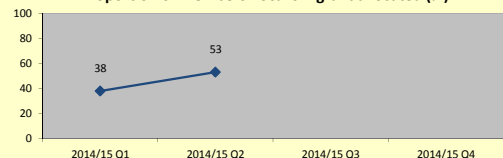
Project status at end of quarter: Green

Both: no changes to timescales, budget or quality since last report.

And: no future changes to timescales, budget, quality or risks envisaged.

Members' Localism Grant

Proportion of members' localism grant allocated (%)



PLANNING

Balanced scorecard report for 2014/15 Quarter 2

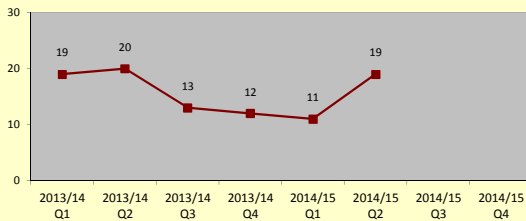


Cabinet Member: Cllr Lewin

Customer Perspective

Customer feedback

Total complaints received per quarter



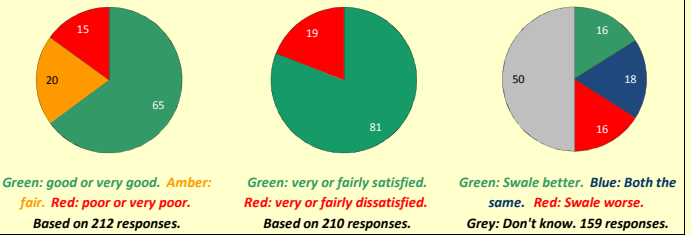
Complaints responded to within 10 working days (target: 87.5%)

2014/15 Quarter 2	No. rec'd	No. timely	% timely
Development Services	19	15	79

One complaint was referred to the Local Government Ombudsman during the quarter.

Planning Service customer satisfaction survey 2013

Overall how would you rate the Planning Service? (%) How satisfied are you with service in the last 18 months? How does Swale compare to other planning authorities? (%)



Summary from the Policy and Performance Team

This scorecard gives an overview of council performance on the Planning portfolio at the end of the second quarter of 2014/15. Issues arising from the new planning administration shared service have meant that none of the portfolio's nine corporate performance indicators can be calculated this quarter; a complete list of these is provided in the exceptions report. Officers are working intensively on a solution to these issues, and at this stage it is anticipated that outturns for seven of the nine indicators will be available, along with retrospective outturns for Quarters 1 and 2, in time for the Quarter 3 scorecards. There has been a rise in complaints, and timeliness in responding to them has not met target. Of the portfolio's eight operational risks with combined likelihood/impact scores greater than 12, those with the highest scores are related to the shared administration service, as detailed in the exceptions report. Planning fee income is well above the target, while the portfolio's two large projects have returned to Green status following the decision by the LDF Panel to agree a new local plan/CIL programme.

Local area perception survey

Satisfaction with planning services (service users)

2008	2009	2010	2011	2012	2013	2014	2015
N/A	N/A	41%	41%	32%	35%	30%	

Benchmarking data is not currently available for this indicator.

Service Perspective

Planned actions

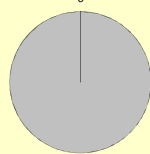
Actions in 2014/15 service plans



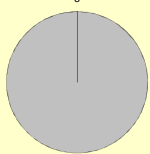
Green: complete or in progress. Amber: action due this quarter. Red: action overdue. Grey: action cancelled.

All service-plan performance indicators

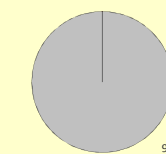
Indicators and targets (RAG) Indicators improved or deteriorated from 2013/14 Q2 Indicator quartile positions in latest available data



Green: target achieved. Amber: within tolerance. Red: target missed. Grey: no data or no target.



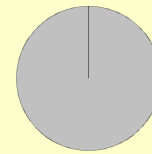
Green: improved. Red: deteriorated. Grey: static or no statistically significant change



Green: best 25%. Blue: above median. Amber: below median. Red: worst 25%. Grey: no data.

Enforcement indicators

Indicators and targets (RAG)



Green: target achieved. Amber: within tolerance. Red: target missed. Grey: no data or no target.

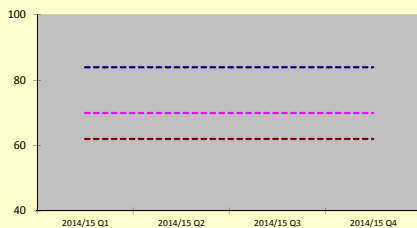
Risk management

Operational risks



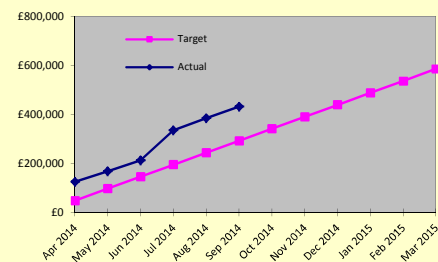
RAG denotes combined likelihood and impact scores. Red: high (>12). Amber: medium. Green: low (<=4).

Timeliness of processing applications



Percentage processed in 13 weeks (majors) or eight weeks (minors/others). Brown: majors. Cerise: minors. Blue: others. Dashes: targets. Bars: outturns.

Planning fee income 2014/15



Corporate Perspective

Budget monitoring

At end of 2014/15 Quarter 2	Revenue budget			Capital expenditure		
	Budget 14/15	Projected year-end position		Budget 14/15	Profiled spend	Actual spend
Development Services	£981,340	£19,000 (2%)	Underspend	£0	£0 (%)	£0 (%)

Adverse audit opinions

Number of poor or weak control opinions received during 2014/15 Quarter 2:	0
Where adverse opinions are received, details are provided here. No adverse opinions were received in 2014/15 Quarter 2.	

Neighbourhood planning

Neighbourhood plans adopted:	0	Neighbourhood plans in development:	3
Absolute number of plans adopted and in development since 2011/12.			

Large projects

Community Infrastructure Levy	http://intranet/projects/Local%20devle
Project status at end of quarter:	Green
Both: no changes to timescales, budget or quality since last report. And: no future changes to timescales, budget, quality or risks envisaged.	
Local Development Framework	http://intranet/projects/Local%20devle
Project status at end of quarter:	Green
Both: no changes to timescales, budget or quality since last report. And: no future changes to timescales, budget, quality or risks envisaged.	

REGENERATION

Balanced scorecard report for 2014/15 Quarter 2

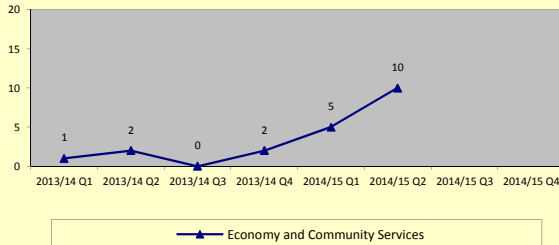


Cabinet Member: Cllr Cosgrove

Customer Perspective

Customer feedback

Total complaints received per quarter



Complaints responded to within 10 working days (target: 87.5%)

2014/15 Quarter 2	No. rec'd	No. timely	% timely
Economy and Community Services	10	7	70

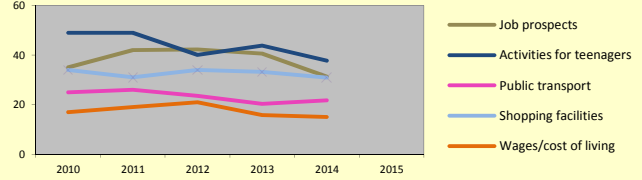
One complaint was referred to the Local Government Ombudsman during the quarter.

Compliments received during 2014/15 Quarter 2

Economy and Community Services	6
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Local area perception survey

Regeneration-related features of local life most in need of improvement (% of respondents)



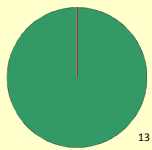
Summary from the Policy and Performance Team

This scorecard gives an overview of council performance and wider demographic information on the Regeneration portfolio at the end of the second quarter of 2014/15. Following a data quality check by the policy team, the definitions for the two local procurement indicators have been clarified and historical outturns re-calculated to provide robust time-series, as shown in the graphs this quarter. The long-term trend on the first of these indicators is positive, while on the other (which is dominated by large council contracts) it is static. Service plan actions and operational risks under this portfolio continue to be well managed, and no adverse audit opinions were received during the quarter. Sittingbourne town centre, the portfolio's only large project, remained Green at the end of the quarter in anticipation of the Phase I planning application.

Service Perspective

Planned actions

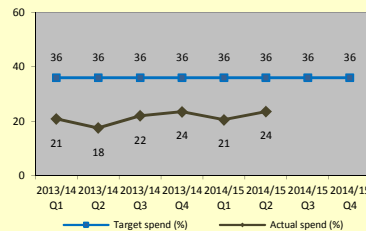
Actions in 2014/15 service plans



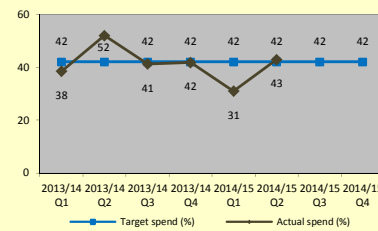
Green: complete or in progress. Amber: action due this quarter. Red: action overdue. Grey: action cancelled.

Local procurement indicators

Council spend over £500 with businesses headquartered in Swale (%)

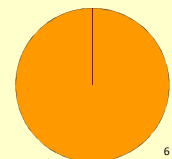


Council spend over £500 with businesses employing ≥30 local people (%)



Risk management

Operational risks



RAG denotes combined likelihood and impact scores. Red: high (≥12). Amber: medium. Green: low (≤4).

Corporate Perspective

Revenue budget

At end of 2014/15 Quarter 2	Budget 14/15	Projected year-end position
Economy and Community Services	£2,129,040	£19,000 (1%) Overspend

Capital expenditure

At end of 2014/15 Quarter 2	Budget 14/15	Profiled spend	Actual spend
Economy and Community Services	£414,770	£207,385 (50%)	£40,245 (10%)

Adverse audit opinions

Number of poor or weak control opinions received during 2014/15 Quarter 2: **0**

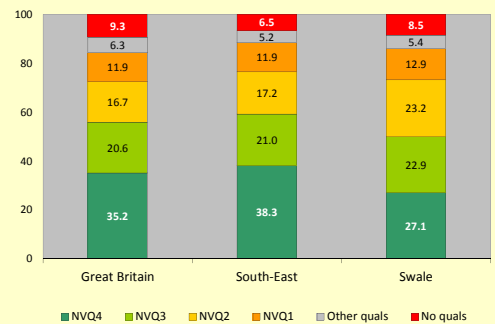
Where adverse opinions are received, details are provided here. No adverse opinions were received in 2014/15 Quarter 2.

Portfolio Perspective: Learning and Skills

Swale skills profile

Proportion of workforce by NVQ qualification level (%)

Data from December 2013



Large projects

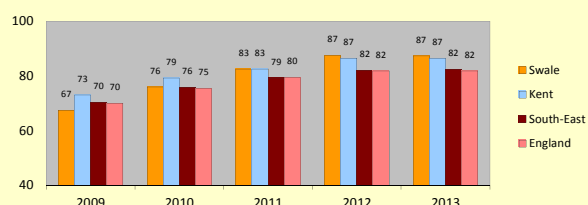
Sittingbourne Town Centre <http://intranet/projects/Sit>

Project status at end of quarter: **Green**

Both: no changes to timescales, budget or quality since last report. And: no future changes to timescales, budget, quality or risks envisaged.

Schools: GCSE attainment

Proportion of 16-year-old cohort attaining five or more GCSEs grades A*-C (%)



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OVERVIEW AND SCRUTINY LOG OF RECOMMENDATIONS

Cttee	Review title	Rec #	Summary of recommendation	Status	Head of service	Implementation target date	Notes
Scrutiny	Environmental enforcement	1	Members shadowing service units	Accepted	E. Wiggins	Ongoing	Considered at Cabinet on 16 July 2014
Scrutiny	Environmental enforcement	2	Clearer briefing on who provides which services	Accepted	M.Radford	Ongoing	Considered at Cabinet on 16 July 2014
Scrutiny	Environmental enforcement	3	Recognise good work of Environmental Response Team	Accepted	E. Wiggins	Ongoing	Considered at Cabinet on 16 July 2014
Policy	Mental health	1	SBC to work closely with CCGs and GPs on MH provision	Accepted	A.Christou	Ongoing	Considered at Cabinet on 16 July 2014
Policy	Mental health	2	SBC to assess impact of its services on those with MH	Accepted	A.Christou	Ongoing	Considered at Cabinet on 16 July 2014
Policy	Mental health	3	Stress importance of MH through local partners, inc KCC	Accepted	A.Christou	Ongoing	Considered at Cabinet on 16 July 2014
Policy	Mental health	4	Tackle particular problems of young people with MH issues	Accepted	A.Christou	Ongoing	Considered at Cabinet on 16 July 2014
Policy	Mental health	5	SBC to support voluntary sector in tackling MH issues	Accepted	A.Christou	Ongoing	Considered at Cabinet on 16 July 2014
Policy	Mental health	6	SBC to work with media and others to combat MH stigma	Accepted	A.Christou	Ongoing	Considered at Cabinet on 16 July 2014
Policy	Mental health	7	SBC to use its community advocate role to meet MH challenges	Accepted	A.Christou	Ongoing	Considered at Cabinet on 16 July 2014
Policy	Mental health	8	SBC to provide a costed model of supported housing	Rejected	A.Christou	Ongoing	Not a two-tier district function

Key to status	
	Pending: Awaiting cabinet decision on whether to accept or reject.
	Rejected: Recommendation not accepted by cabinet.
	Accepted: Recommendation accepted, still within target date for implementation.
	Implemented: Recommendation accepted, implementation complete.
	Overdue: Recommendation accepted, target date for implementation exceeded.

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**SWALE BOROUGH COUNCIL
FORWARD PLAN AND NOTICE OF KEY DECISIONS**

February 2015 - May 2015

Notes:

A key decision is defined as 'an Executive decision which is likely to (a) result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.'

The key decision threshold, confirmed by Council, is set at 100,000 (this relates to (a) of the definition above).

Where the decision will be made by Cabinet the Members of the Cabinet are:

Councillor Andrew Bowles - Leader

Councillor Kenneth Pugh - Cabinet Member for Community Safety and Health

Councillor David Simmons - Cabinet Member for Environmental and rural affairs

Councillor Duncan Dewar-Whalley - Cabinet Member for Finance

Councillor John Wright - Cabinet Member for Housing

Councillor Mike Whiting - Cabinet Member for Localism, Sport, Culture and Heritage

Councillor Ted Wilcox - Cabinet Member for Performance

Councillor Mike Cosgrove - Cabinet Member for Regeneration

Councillor Gerry Lewin - Deputy Leader and Cabinet Member for Planning

Subject to any prohibition or restriction on their disclosure, copies or extracts of any documents listed below can be viewed at Swale House, East Street, Sittingbourne, Kent, ME10 3HT. Please contact Democratic Services to arrange a time to view the documents or to request copies by post by e-mailing democraticservices@swale.gov.uk or by telephone on: 01795 417330. Fees may be charged in accordance with the Council's Fees and Charges policy.

Other documents relevant to the decision item may be submitted to the decision maker; please contact Democratic Services (contact details above) to request details of these documents as they become available.

Item	Decision item and background information	Decision maker, date of meeting	Key Decision	Will the report be exempt or have any exempt appendices?	List of the documents submitted to the decision maker	Lead Member and Lead Officer
1	<p>Newington Car Park Retaining Wall</p> <p>To consider what action should be taken to repair the failed retaining wall following the advice received from Counsel.</p>	<p>Cabinet 4 February 2015</p>	<p>Non-Key</p> <p>This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.</p>	<p>Part exempt</p>		<p>Cabinet Member for Environmental and Rural Affairs</p> <p>Brian Planner brianplanner@swale.gov.uk</p>
2	<p>Forum Shopping Centre, Sittingbourne</p> <p>Proposal to purchase share in the Forum Shopping Centre, Sittingbourne, including a request to borrow for that purpose</p>	<p>Cabinet 4 February 2015</p>	<p>Key</p> <p>It is likely to result in the Council incurring expenditure above £100,000 or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates.</p>	<p>Fully exempt</p>		<p>Cabinet Member for Regeneration</p> <p>Pete Raine peteraine@swale.gov.uk</p>

Item	Decision item and background information	Decision maker, date of meeting	Key Decision	Will the report be exempt or have any exempt appendices?	List of the documents submitted to the decision maker	Lead Member and Lead Officer
3	Scrutiny Committee Recommendations To consider the Scrutiny Committee (27.11.14) recommendations in relation to the Discretionary Housing Payment Policy.	Cabinet 4 February 2015	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Cabinet Member for Finance Bob Pullen bobpullen@swale.gov.uk
4	Transfer of allotments to Faversham Town Council This report will request authority to transfer the freehold of the Borough Council's allotment sites in Faversham, to the Town Council.	Cabinet 4 February 2015	Non-Key	Open		Cabinet Member for Localism, Sport, Culture and Heritage Len Mayatt
5	Transfer of allotments to Queenborough Town Council This report will request authority to transfer the freehold of the Borough Council's allotment sites in Queenborough to the Town Council. .	Cabinet 4 February 2015	Non-Key	Open		Cabinet Member for Localism, Sport, Culture and Heritage Len Mayatt

Item	Decision item and background information	Decision maker, date of meeting	Key Decision	Will the report be exempt or have any exempt appendices?	List of the documents submitted to the decision maker	Lead Member and Lead Officer
6	<p>Swale Borough Council, Tree Policy</p> <p>This report will present Swale Borough Council's Policy for managing the trees in its ownership.</p>	<p>Cabinet</p> <p>4 February 2015</p>	<p>Key</p>	<p>Open</p>		<p>Cabinet Member for Environmental and Rural Affairs</p> <p>Graeme Tuff</p>
7	<p>Corporate Plan 2015-2018</p> <p>The Corporate Plan is the overarching statement of the Council's strategic objectives for the period April 2015 to March 2018. It sets out the organisation's high-level priorities and objectives, articulating both local political aspirations and the Council's response to anticipated changes in its wider operating environment. The plan's primary purpose is to ensure that council resources are coherently allocated in support of agreed priorities. The objectives established in the plan will thus determine the focus of the Council's activities and expenditure for the duration of the plan, although they are intended to cover areas for change and development rather than encompassing everything that the Council does. They are supported by more detailed action-planning and budgeting processes, including the medium-term financial plan, strategies for</p>	<p>Cabinet</p> <p>4 February 2015</p>	<p>Non-Key</p> <p>This is not a key decision as it will be considered and decided by full Council.</p>	<p>Open</p>		<p>Leader</p> <p>David Clifford davidclifford@swale.gov.uk</p>

Item	Decision item and background information	Decision maker, date of meeting	Key Decision	Will the report be exempt or have any exempt appendices?	List of the documents submitted to the decision maker	Lead Member and Lead Officer
	tackling individual issues, and the annual budget-setting and service-planning rounds.					
8	Minutes of the Swale Joint Transportation Board meeting held on 8 December 2014.	Cabinet 4 February 2015	Non-Key	Open		Cabinet Member for Localism, Sport, Culture and Heritage
9	Building Control Partnership: Business Plan 2015-2018 and agreement in principle to Canterbury City Building control joining the Partnership To consider the Building Control Partnership: Business Plan 2015-2018 and agreement in principle to Canterbury City Building Control joining the Partnership.	Cabinet 4 February 2015	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Cabinet Member for Planning James Freeman
10	Medium Term Financial Plan and 2015/16 Revenue and Capital Budgets Cabinet is asked to consider the Council's Medium Term Financial Plan and the Revenue and Capital Budget proposals for 2014/15.	Cabinet 4 February 2015	Non-Key This is not a key decision as it will be considered and decided by full Council.	Open		Cabinet Member for Finance Nick Vickers nickvickers@swale.gov.uk

Item	Decision item and background information	Decision maker, date of meeting	Key Decision	Will the report be exempt or have any exempt appendices?	List of the documents submitted to the decision maker	Lead Member and Lead Officer
11	<p>Necessity Test and TEEP Assessment</p> <p>The report sets out the Council's position with regard to The Waste (England & Wales) Regulations. Regulation 13 deals with the collection of glass, metals, plastic and paper. Regulation 13 states that from 1 January 2015 these four streams should be collected separately, but may be collected on a different basis where it can be shown that it is technically, economically or environmentally practicable to do so.</p>	Cabinet 4 February 2015	<p>Key</p> <p>It is significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.</p>	Open		<p>Cabinet Member for Environmental and Rural Affairs</p> <p>Alan Turner</p>
12	<p>Revenues and Benefits Service Debt Recovery Policy</p> <p>In a previous internal audit it was recommended that the Revenues and Benefits service should have its own debt recovery policy in addition to the corporate policy. A policy has therefore been written to ensure that residents and especially vulnerable persons are treated equally and fairly when collecting debt. The policy outlines how debts will be collected covering the processes and possible methods of collection.</p>	Cabinet 4 February 2015	<p>Non-Key</p> <p>This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.</p>	Open		<p>Cabinet Member for Finance</p> <p>Zoe Kent</p>

Item	Decision item and background information	Decision maker, date of meeting	Key Decision	Will the report be exempt or have any exempt appendices?	List of the documents submitted to the decision maker	Lead Member and Lead Officer
13	Thistle Hill Pitch Asset Transfer To agree the Asset Transfer of the Thistle Hill Pitch.	Cabinet 4 February 2015	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Cabinet Member for Localism, Sport, Culture and Heritage Charlotte Hudson
14	Swale Fisherman's Association - Lease Proposal to offer Swale Fisherman's Association a twenty year lease for the moorings and quayside for the Fisherman's Quay at Queenborough.	Cabinet 4 February 2015	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Leader Len Mayatt

Item	Decision item and background information	Decision maker, date of meeting	Key Decision	Will the report be exempt or have any exempt appendices?	List of the documents submitted to the decision maker	Lead Member and Lead Officer
15	Local Engagement Forum Update To receive an update on the quarterly Local Engagement Forum.	Cabinet 4 February 2015	Non-Key This is not a key decision as it is for information only.	Open		Cabinet Member for Localism, Sport, Culture and Heritage
16	Swale Borough Council's Statement of Intent for supporting Town and Parish Councils The draft Statement of Intent has been developed to provide clear guidance for the level of support parish and town councils can expect from Swale Borough Council.	Cabinet 11 March 2015	Non-Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Cabinet Member for Localism, Sport, Culture and Heritage Bob Pullen bobbullen@swale.gov.uk
17	The Meads Community Centre Asset Transfer	Cabinet 11 March 2015	Key This is not a key decision because is it not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.	Open		Cabinet Member for Localism, Sport, Culture and Heritage Charlotte Hudson

Item	Decision item and background information	Decision maker, date of meeting	Key Decision	Will the report be exempt or have any exempt appendices?	List of the documents submitted to the decision maker	Lead Member and Lead Officer
18	<p>Guidance on policy/strategy development, consultation and adoption</p> <p>This guidance is aimed at officers who have been asked to write a council policy or strategy. It offers advice on the most appropriate routes through the Council's sometimes complex decision-making processes, as well as establishing a standard Council approach to external consultation on new policies and strategies.</p>	Cabinet 11 March 2015	<p>Non-Key</p> <p>This is not a key decision because it is not likely to result in the local authority incurring expenditure or savings in excess of £100,000 or to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.</p>	Open		<p>Leader</p> <p>David Clifford davidclifford@swale.gov.uk</p>
19	Minutes of the Swale Rural Forum held on 10 February 2015.	Cabinet 11 March 2015	Non-Key	Open		Cabinet Member for Environmental and Rural Affairs
20	Local Development Framework Panel held on 12 February 2015.	Cabinet 11 March 2015	Non-Key	Open		Cabinet Member for Planning
21	<p>Financial Management Report</p> <p>Cabinet is asked to consider the report which sets out the revenue and capital projected outturn as at the end of the latest period.</p>	Cabinet 11 March 2015	<p>Non-Key</p> <p>This is not a key decision as it is for information only.</p>	Open		<p>Cabinet Member for Finance</p> <p>Nick Vickers nickvickers@swale.gov.uk</p>

Item	Decision item and background information	Decision maker, date of meeting	Key Decision	Will the report be exempt or have any exempt appendices?	List of the documents submitted to the decision maker	Lead Member and Lead Officer
22	Treasury Management Services Contract To advise Members of the results of the Treasury Management Services tender evaluations and to make decisions as to which of the offered options should be accepted.	Cabinet 15 April 2015	Key It is likely to result in the Council incurring expenditure above £100,000 or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates.	Fully exempt		Cabinet Member for Finance Nick Vickers nickvickers@swale.gov.uk
23	Minutes of the Swale Joint Transportation Board meeting held on 9 March 2015.	Cabinet 15 April 2015	Non-Key	Open		Cabinet Member for Localism, Sport, Culture and Heritage

SCRUTINY COMMITTEE WORK PROGRAMME 2014/15

Review title	Reviewers (lead underlined)	Status	13 Jan	28 Jan	11 Feb	19 Mar
Welfare reform and universal credit	All Committee members	Live			?	?
Housing services	Cllrs <u>Booth</u> , Bowen, Henderson and Marchington	Scoped			?	?
Primary health and funding opportunities	?	Not scoped			?	?
Economic development (from 2013/14)	Cllr <u>Conway</u>	Live				
Asset transfers (from 2013/14)	Cllr <u>Marchington</u>	Live			√	
Contracts and procurement (from 2013/14)	Cllr <u>Stokes</u>	Live			√	
MKIP governance and communications	Cllrs Booth and Henderson	Live	√			
2015/16 fees and charges	All Committee members	Complete				
2015/16 budget scrutiny	All Committee members	Live		Budget		
Quarterly budget monitoring	All Committee members	Live				Quarter 3
Quarterly performance monitoring	All Committee members	Live	Quarter 2			Quarter 3

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