

A meeting of the **OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND ENVIRONMENT)** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **TUESDAY, 12TH JULY 2016** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 5 - 10)

To approve as a correct record the Minutes of the meetings held on 7th and 28th June 2016. (The Minutes of the meeting held on 28th June 2016 are **To Follow**.)

**A Green
388008**

2. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary and other interests in relation to any Agenda item.

3. NOTICE OF KEY EXECUTIVE DECISIONS (Pages 11 - 14)

A copy of the current Notice of Key Executive Decisions is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**M Sage
388007**

4. WASTE ROUND RECONFIGURATION UPDATE (Pages 15 - 18)

The Panel is to receive the Waste Round Reconfiguration Update.

**H Field
388843**

5. VOLUNTARY SECTOR GRANT FUNDING WORKING GROUP FINAL REPORT

The Panel is to receive the Voluntary Sector Grant Funding Working Group's Final Report. (**To Follow**)

**C Stopford
388280**

6. CORPORATE ENFORCEMENT REPORT

The Corporate Enforcement Report is to be presented to the Panel. (**To Follow**)

**C Stopford
388280**

7. HDC'S RESPONSE TO THE HINCHINGBROOKE AND PETERBOROUGH HOSPITALS MERGER PROPOSAL (Pages 19 - 26)

A report on Huntingdonshire District Council's response to the proposed merger of the Trusts running Hinchingsbrooke Hospital and Peterborough and Stamford Hospitals is to be presented to the

**A Green
388008**

Panel.

8. WORK PLAN STUDIES (Pages 27 - 28)

To consider the work programmes of the Economy and Growth and Performance and Customers Overview and Scrutiny Panels.

**A Green
388008**

9. OVERVIEW AND SCRUTINY PROGRESS (Pages 29 - 34)

To consider a report on the Panel's activities.

**A Green
388008**

Dated this 4th day of July 2016



Head of Paid Service

Notes

1. Disclosable Pecuniary Interests

(1) *Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.*

(2) *A Member has a disclosable pecuniary interest if it -*

(a) relates to you, or

(b) is an interest of -

(i) your spouse or civil partner; or

(ii) a person with whom you are living as husband and wife; or

(iii) a person with whom you are living as if you were civil partners

and you are aware that the other person has the interest.

(3) *Disclosable pecuniary interests includes -*

(a) any employment or profession carried out for profit or gain;

(b) any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council);

(c) any current contracts with the Council;

(d) any beneficial interest in land/property within the Council's area;

(e) any licence for a month or longer to occupy land in the Council's area;

(f) any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or

(g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.

Non-Statutory Disclosable Interests

(4) *If a Member has a non-statutory disclosable interest then you are required to declare that interest, but may remain to discuss and vote providing you do not breach the overall Nolan principles.*

(5) *A Member has a non-statutory disclosable interest where -*

(a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a

person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or

- (b) it relates to or is likely to affect a disclosable pecuniary interest, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association, or*
(c) it relates to or is likely to affect any body –

- (i) exercising functions of a public nature; or*
- (ii) directed to charitable purposes; or*
- (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of control or management.*

and that interest is not a disclosable pecuniary interest.

2. Filming, Photography and Recording at Council Meetings

The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening at meetings. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and available via the following link [filming, photography and recording at council meetings.pdf](#) or on request from the Democratic Services Team. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chairman of the meeting will facilitate this preference by ensuring that any such request not to be recorded is respected.

Please contact Mr Adam Green, Democratic Services Officer (Scrutiny), Tel No. 01480 388008/e-mail Adam.Green@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

[Agenda and enclosures can be viewed on the District Council's website – \[www.huntingdonshire.gov.uk\]\(http://www.huntingdonshire.gov.uk\) \(under Councils and Democracy\).](#)

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Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND ENVIRONMENT) held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 7th June 2016.

PRESENT: Councillor T D Alban – Chairman.

Councillors B S Chapman, Mrs A Dickinson, Mrs A Donaldson, M Francis, D Harty, T Hayward, P Kadewere and L R Swain.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors J W Davies, Mrs P A Jordan and Mrs J Tavener.

IN ATTENDANCE: Councillors R C Carter, J A Gray and R B Howe.

5. MINUTES

The minutes of the meeting of the Overview and Scrutiny Panel (Communities and Customers) held on 5th April 2016 and the meeting of the Overview and Scrutiny Panel (Communities and Environment) held 18th May 2016 were approved as a correct record and signed by the Chairman.

6. MEMBERS' INTERESTS

Councillor T Alban declared a non-pecuniary interest in relation to Minute Number 11.

Councillor B S Chapman declared an interest in relation to Minute Number 8 as a member of the Highways and Community Infrastructure Committee on Cambridgeshire County Council.

7. NOTICE OF KEY EXECUTIVE DECISIONS

The Panel received and noted the current Notice of Key Executive Decisions (a copy of which is appended in the Minute Book) which has been prepared by the Executive Leader for the period 1st June 2016 to 30th September 2016.

8. REVIEW OF THE OWNERSHIP AND MAINTENANCE OF ORPHAN SITES

Preceding the report the Panel received a presentation from the Executive Councillor for Environment, Street Scene and Operations and the Interim Head of Operations on the Operations Services. The key points were as follows:

- The service is divided into three sections: Environmental Services, Commercial Services and Business Development.

- The service has undergone some key development issues including: reconfiguration of the waste collection services to deliver efficiencies, consulting on reducing bin capacity and charging for replacement bins.
- Between 56-58% of household waste is recycled in the District. The service is now focusing on reducing residual waste. Household waste only accounts for 12-14% of waste in the country.
- Since the arrival of the Interim Head of Operations the management of Huntingdonshire District Council's (HDC) tree stock has become a priority.
- In the last year the service has taken over the management of the Corporate Estate.
- As a result of not profiting from the markets in Huntingdon and St Ives, the service is looking at reconfiguring the layout of the markets to make them more appealing to traders and customers.
- The Business Support Team has downsized in order to make it more focused.

Following a question from a Member regarding the forwarding of non-HDC enquiries from a HDC operative to an external agency it was confirmed that the Operations Service had been liaising with the Call Centre in order to aid an easy handover. Members were advised that the difficulty is ensuring that the customer's enquiry will be dealt with once it is passed over to the external agency.

Concerns were raised as to whether recycling does get recycled and in response Members were reassured that the recycling goes to a treatment centre where it is sorted. A following question was asked in relation to the cleaning of recyclates before recycling to which the Panel were advised that the Council recommends the cleaning of recyclates for the following reasons: to prevent harmful bacteria from growing and to enable the Council to receive the best gate fee it can when the recycling is presented to the treatment centre.

In response to a question on the contamination of recycling Members were informed that the service had an issue with garden waste contamination which it addressed by reissuing guidance to residents. In addition the practice of photographing the contaminated bin had been introduced in order to provide the resident with a reason as to why their bin had been rejected. In the majority of cases the resident has then accepted the explanation however in a minority of cases the Council is required to work further with the resident before the ultimate sanction of the removal of the bin is imposed.

Officers agreed to circulate the Operations Service presentation slides (a copy of which is appended in the Minute Book) to Members of the Panel following a request by a Member to do so.

A concern was raised by a Member that it is possible that the District would see an increase in black bin bags left beside bins or fly tipping as a result of reducing the size of residual waste bins. In response Members were informed that in order to prevent fly tipping it is important for the service to consult with residents and achieve 'buy in'. In addition the scheme will be targeted to those households that are deemed able to cope with a reduced bin capacity.

The Panel was advised, following a question regarding commercial and industrial waste, that the solution to commercial and industrial waste would be found at national level. HDC does however provide a chargeable waste collection service for local businesses.

Following a concern regarding litter on a skate park in St Neots and the suggestion of the introduction of a recycling bin the Panel was advised that such a bin could be introduced and the best way to manage the waste was to work with a voluntary organisation. Currently HDC needs to work with users in order to constitute a formal group.

After a question on bin collections Members were reassured that the waste collection operatives would be retrained to return the bins to the curtilage of the property after it had been emptied.

In response to a question asked in relation to the use of Microhydro Electricity the Panel were informed that currently HDC does not generate any electricity through Microhydro Electricity however the Council has been working on heat source pumps in order to assist the reduction of the Council's energy bill.

With the aid of a report by the Interim Head of Operations (a copy of which is appended in the Minute Book) the Review of the Ownership and Maintenance of Orphan Sites was presented to the Panel.

Following a brief introduction of the report a Member asked if the Council would continue maintaining privately owned sites at the request of the owners. In response the Panel was informed that the Council would continue to maintain the land at the request of the owner however they would be charged the market rate plus a margin of profit. Members were also advised that the Council would continue to maintain non-HDC land as long as HDC had an interest in doing so for example to prevent the spread of pests.

After a query regarding the location of orphan sites the Panel was informed that where requested Members would receive maps of orphan sites for their ward.

The Panel asked if there was scope to charge retrospectively for historical maintenance however Members were informed that retrospective charging would be difficult to manage. In addition case law provides the example of another Local Authority who attempted to charge retrospectively for historical maintenance. In the case it was accepted that the Local Authority did carry out maintenance however there was no contract and therefore no grounds for a claim.

Members expressed concern that resident's concerns could be a secondary factor whilst the Council, County Council and Parish Councils discuss how different segments of land should be maintained. Members were informed that the matter had to be resolved and all efforts were being made to resolve the matter with resident's needs as a priority. The Panel,

RESOLVED

to recommended that the Cabinet should agree to completing the recommend actions of the report in relation to the 240 orphan sites.

(At 7.46pm, during the discussion of this item, Councillor J A Gray left the meeting).

(At 7.48pm, during the discussion of this item, Councillor J A Gray entered the meeting).

(At 8.10pm, during the discussion of this item, Councillor J A Gray left the meeting and did not return).

9. ENVIRONMENTAL MATTERS UPDATE REPORT

With the aid of a report by the Interim Head of Operations (a copy of which is appended in the Minute Book) the Environmental Matters Update Report was presented to the Panel. Members were informed that the report provides updates on the following areas: graffiti and flyposting removal; environmental enforcement activities, annual management plans for Countryside assets and the delivery of the new grounds maintenance service delivery arrangements.

Following a question in regards to the removal of offensive graffiti from private property the Panel was informed that the Council have an obligation to remove offensive graffiti from public and private property and bear the full cost for doing so. In relation to the removal of non-offensive graffiti from public buildings the service have issued wipes to the street cleansing teams so that low level graffiti can be removed.

In response to a question regarding enforcement for dog fouling and fly tipping Members were advised that environmental enforcement is dealt by the Community Division as they have responsibility for the Corporate Enforcement Policy. The Panel were informed that enforcement for fly tipping offences is time intensive so convictions are not quick to come by.

Local initiatives to tackle environmental nuisance was raised and it was noted that such initiatives do work. The Panel was informed that some parishes spray paint dog faeces to highlight that it has been left by the owner. The reaction from residents during the implementation of such schemes are positive. Members would like the Council to assist Parishes with targeted enforcement action.

Following a question regarding Public Rights of Way the Panel was informed that a joint report will be written with the County Council for the September or October 2016 meeting of the Panel. A County Council Officer will also be invited to attend the meeting.

In regards to the management of highway assets the County Council are prioritising maintenance of hard services however they are committed to cutting verges twice a year. For some verges, particularly those in urban areas, it is recognised that they require cutting at minimum seven times a year. The Council are negotiating a transfer of ownership for some verges in order to enable a greater maintenance programme. The Panel,

RESOLVED

- 1) to receive a report on Corporate Enforcement which will include dog fouling at its meeting in July 2016, and
- 2) to invite the relevant Officer at Cambridgeshire County Council to attend a Panel meeting in September or October 2016 to discuss Public Rights of Way.

(At 9.04pm, during the discussion of this item, Councillor R B Howe left the meeting and did not return).

10. WORK PLAN STUDIES

The Panel received and noted a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) which contained details of studies being undertaken by the Overview and Scrutiny Panels for Economy and Growth and Performance and Customers.

In response to a question regarding the Cambridgeshire County Council Budget Scrutiny Members were informed that the Managing Director and Executive Leader had met with the Chief Executive Officer and Leader of Cambridgeshire County Council and following the meeting a report will be submitted which will feedback into the Overview and Scrutiny Panels. It was confirmed that the process of budget scrutiny will take place again this Municipal Year.

(At 9.08pm, during the discussion of this item, Councillor R C Carter left the meeting and did not return).

11. OVERVIEW AND SCRUTINY PROGRESS

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) the Panel reviewed the progress of its activities since the last meeting.

The Chairman reminded Members that a Special Meeting of the Panel will be held on 28th June 2016, 7pm to consider the issue of Hinchingbrooke Hospital's proposed merger with Peterborough Hospital. After consideration the Panel would make a recommendation to Cabinet how the Council should respond.

The Panel was updated with the progress of the Voluntary Sector Grant Funding Working Group. The Working Group is due to meet on 14th June 2016 after which a final report will be submitted to the next meeting of the Panel to held on 12th July 2016.

Members were informed that the final report of the Registered Social Providers Working Group fed into the Panel's consideration of the draft Housing Strategy 2016-2019 at its meeting held on 5th April 2016. Currently the Housing Strategy has been paused due to allow Cabinet to consider the use of Council assets in order to meeting housing objectives.

Following a query from the Panel the Democratic Services Officer (Scrutiny) will endeavour to find out the representatives on the

Children and Young People Thematic Group and inform Members of the Panel.

Chairman

NOTICE OF EXECUTIVE KEY DECISIONS INCLUDING THOSE TO BE CONSIDERED IN PRIVATE

Prepared by **Councillor R B Howe**
 Date of Publication: **22 June 2016**
 For Period: **1 July 2016 to 31 October 2016**

Membership of the Cabinet is as follows:-

Councillor R B Howe	Executive Leader of the Council	The Old Barn High Street Upwood Huntingdon PE26 2QE Tel: 01487 814393 E-mail: Robin.Howe@huntingdonshire.gov.uk
Councillor D Brown	Executive Councillor for Strategic Partnerships and Shared Services	25 Ermine Street Huntingdon PE29 3EX Tel: 07970 462048 E-mail: Daryl.Brown@huntingdonshire.gov.uk
Councillor G J Bull	Executive Councillor for Planning Policy, Housing and Infrastructure	2 Lancaster Close Old Hurst Huntingdon PE28 3BB Tel: 07780 511928 E-mail: Graham.Bull@huntingdonshire.gov.uk
Councillor R C Carter	Executive Councillor for Environment, Street Scene and Operations	5 The Paddock Bluntisham Huntingdon PE28 3NR Tel: 07986 325637 E-mail: Robin.Carter@huntingdonshire.gov.uk
Councillor S Cawley	Executive Councillor for Organisation and Customer Services	6 Levers Water Huntingdon PE29 6TH Tel: 01480 435188 E-mail: Stephen.Cawley@huntingdonshire.gov.uk

Councillor S Criswell	Executive Councillor for Community Resilience	23 The Bank Somersham Huntingdon PE28 3DJ Tel: 01487 740745 E-mail: Steve.Criswell@huntingdonshire.gov.uk
Councillor J A Gray	Executive Councillor for Strategic Resources	Vine Cottage 2 Station Road Catworth PE28 OPE Tel: 01832 710799 E-mail: Jonathan.Gray@huntingdonshire.gov.uk
Councillor R Harrison	Executive Councillor for Business, Enterprise and Skills	55 Bushmead Road Eaton Socon St Neots PE19 8GC Tel: 01480 406664 E-mail: Roger.Harrison@huntingdonshire.gov.uk
Councillor J M Palmer	Executive Councillor for Leisure and Health	149 Great Whyte Ramsey Huntingdon Cambridgeshire PE26 1HP Tel: 01487 814063 E-mail: John.Palmer@huntingdonshire.gov.uk
Councillor D M Tysoe	Executive Councillor for Operational Resources	Grove Cottage Maltings Lane Ellington Huntingdon PE28 OAA Tel: 01480 388310 E-mail: Darren.Tysoe@huntingdonshire.gov.uk

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Notice is hereby given of:

- Key decisions that will be taken by the Cabinet (or other decision maker)
- Confidential or exempt executive decisions that will be taken in a meeting from which the public will be excluded (for whole or part).

A notice/agenda together with reports and supporting documents for each meeting will be published at least five working days before the date of the meeting. In order to enquire about the availability of documents and subject to any restrictions on their disclosure, copies may be requested by contacting the Democratic Services Team on 01480 388169 or E-mail Democratic.Services@huntingdonshire.gov.uk.

Agendas may be accessed electronically at www.huntingdonshire.gov.uk.

Formal notice is hereby given under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that, where indicated part of the meetings listed in this notice will be held in private because the agenda and reports for the meeting will contain confidential or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. See the relevant paragraphs below.

Any person who wishes to make representations to the decision maker about a decision which is to be made or wishes to object to an item being considered in private may do so by emailing Democratic.Services@huntingdonshire.gov.uk or by contacting the Democratic Services Team. If representations are received at least eight working days before the date of the meeting, they will be published with the agenda together with a statement of the District Council's response. Any representations received after this time will be verbally reported and considered at the meeting.

Paragraphs of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) (Reason for the report to be considered in private)

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the Financial and Business Affairs of any particular person (including the Authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations that are arising between the Authority or a Minister of the Crown and employees of or office holders under the Authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the Authority proposes:-
 - (a) To give under any announcement a notice under or by virtue of which requirements are imposed on a person; or
 - (b) To make an Order or Direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Huntingdonshire District Council
Pathfinder House
St Mary's Street
Huntingdon PE29 3TN.

 Notes:- (i) Additions changes from the previous Forward Plan are annotated ***
(ii) Part II confidential items which will be considered in private are annotated ## and shown in italic.

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private.	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Voluntary Sector Grant Working Group Final Report	Cabinet	21 Jul 2016		Chris Stopford, Head of Community Services Tel No. 01480 388280 or email Chris.Stopford@huntingdonshire.gov.uk		S Criswell	Communities and Environment
Benefits Risk Based Verification (RBV) Policy ***##	Cabinet	21 Jul 2016		Amanda Burns, Benefits Manager, Benefits Manager Tel No. 01480 388122 email: Amanda.Burns@huntingdonshire.gov.uk	Category 7	D Tysoe	Performance and Customers
Needs Analysis of Open Space and Play Facilities	Cabinet	22 Sep 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Communities and Environment

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Risk Strategy	Cabinet	22 Sep 2016		David Harwood , Internal Audit and Risk Manager , Tel No. 01480 388115 email: David.Harwood@huntingdonshire.gov.uk		J Gray	Performance and Customers

Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Waste and Recycling Round Reconfiguration – Update on Progress

Meeting/Date: Overview & Scrutiny Communities and Environment – 12th July 2016

Executive Portfolio: Councillor Robin Carter (Executive Councillor for Environment, Street Scene and Operations)

Report by: Heidi Field, Waste Minimisation Officer

Ward(s) affected: All

Executive Summary:

A review of the waste and recycling collection rounds was last carried out in 2011 and due to the growth in properties and a number of changes to collection routes over the past four years these have now become unbalanced. The reconfiguration of our rounds aims to maximise efficiencies and reduce fuel usage whilst delivering good customer service.

Recommendation:

The Overview and Scrutiny Panel are asked to note the update with regards to the current progress and anticipated implementation date for the new collection rounds

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is provide members with a project progress report in respects of the reconfiguration of the waste and recycling collection rounds

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 Work towards the reconfiguration of the waste and recycling collection rounds commenced in May 2016.

- 2.2 This report provides an update of the current progress to date and outlines how this project links with other projects which should be recognised as they play a role in ensuring the success of this project.

- 2.3 A Waste and Recycling Project Officer has been recruited to work solely on this project and to date has dedicated their time to certifying the current data we have is correct and is in a suitable format.

- 2.4 Meetings have been held with our collection crews to identify any issues they are experiencing with particular areas and collections.

- 2.5 Information on current rounds has been gathered which includes address details, container size, frequency of collections and tonnages.

- 2.6 In order to ensure that the most benefit is made from this project there are a number of other projects which link to it, which have been recognised and work towards the below projects are currently underway

- Round risk assessments
- Review of properties on a sack collection
- Review of official assistance customers
- Review of farms and lodges collections
- Review of properties with an additional grey bin
- Review of litter bins
- Review of a separate trade waste collection round

- 2.7 It is anticipated that a 'as is' model will be completed by the end of July and then scenario modelling for new arrangements will be undertaken.

- 2.8 The new collection rounds are to start week commencing 21st November 2016 and a comprehensive communication plan has been written to ensure that all the stakeholders are fully informed.

- 2.9 Further project updates will be provided for meetings in August, September and November.

3. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 3.1 Key dates for the Waste and Recycling Reconfiguration project are as follows –
- End of July 2016 - 'As Is' model created.
 - Mid-August 2016 – Scenario modelling for new waste and recycling collections rounds to establish the services we want to provide.
 - October 2016 – Agreement of preferred options.
 - End of October 2016 – Communication plans implemented.
 - Week commencing 21st November 2016 – Implementation of new rounds.

- December 2016 – round monitoring, post implementation review and project evaluation report.

CONTACT OFFICER

Heidi Field, Waste Minimisation Officer

Tel No: 01480 388843

Email: Heidi.field@huntingdonshire.gov.uk

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Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Response to the Proposed Merger of the Trusts Running Hinchingbrooke and Peterborough and Stamford Hospitals
Meeting/Date:	Overview and Scrutiny Panel (Communities and Environment) – 12th July 2016 Cabinet – 21st July 2016
Executive Portfolio:	Councillor J Palmer (Executive Member for Leisure and Health)
Report by:	Democratic Services Officer (Scrutiny)
Ward(s) affected:	All

Executive Summary:

This report outlines a response to the proposed merger of the Trusts running Hinchingbrooke and Peterborough and Stamford Hospitals prepared following the Panel's special meeting and public engagement exercise on 28th June 2016. The response has been written in the form of a letter to the Chairman of the Hinchingbrooke Health Care NHS Trust and, subject to endorsement by Cabinet, will be sent out in early August and copied to the Peterborough and Stamford Hospitals NHS Foundation Trust and local MPs.

Should additional information become available from the Trusts at a later date, the Council could of course respond further. The Chief Executive has been invited to return to a future meeting of the Panel once the Full Business Case is available.

Recommendations:

The Overview and Scrutiny Panel is invited to review the content of the letter at Appendix A prior to its submission at Cabinet.

The Cabinet is asked to consider the letter at Appendix A and endorse this as the Council's response to the proposed merger.

1. PURPOSE OF THE REPORT

- 1.1 To present the draft response of the Council to the proposed merger of the Trusts running Hinchingsbrooke and Peterborough and Stamford Hospitals, prepared following the Panel's special meeting and public engagement exercise on 28th June 2016 and to seek Cabinet endorsement to submit this as a formal response from the Council.

2. BACKGROUND

- 2.1 The Overview and Scrutiny Panel (Communities and Environment) held a special meeting on 28th June 2016 to consider the proposed merger of Hinchingsbrooke Health Care NHS Trust (HHCT) and the Peterborough and Stamford Hospitals NHS Foundation Trust (PSHFT).
- 2.2 The Panel welcomed the opportunity to hear from the Chief Executive of HHCT, Lance McCarthy, as well as from the Chairman of Healthwatch Cambridgeshire, Val Moore. The meeting also included a public participation session and an opportunity for non-Panel Members to ask about the likely impacts of the proposal.
- 2.3 The Panel has reflected on what they have heard and requested that a response be sent to inform the consultation during the development of the Full Business Case. A draft response is attached at Appendix A.

3. SUMMARY OF THE SPECIAL MEETING AND THE PANEL'S CONCLUSIONS

- 3.1 During the meeting, Mr McCarthy explained that an Outline Business Case (OBC) for collaborative work between the two Trusts had been approved by both Trust Boards in May 2016. A merger is the preferred option as it is expected to deliver the most benefits in terms of financial and clinical sustainability.
- 3.2 Mr McCarthy stated that a Full Business Case would be developed over the summer and considered by both Trust Boards in September 2016. If a merger proceeds this will take place on 1st April 2017. Although the Panel recognises the need for a timetable, Members thought that this was too short and that the Boards were trying to do too much too soon.
- 3.3 It came to light that the current Board only includes one member living within the hospital's general catchment area. Members were concerned that this has resulted in a 'democratic deficit' and would prefer current and future Trust Boards structures to be more representative of local people.
- 3.4 When asked, Mr McCarthy explained that the merger would technically be an acquisition of HHCT by PSHFT since the latter is a Foundation Trust and cannot legally be dissolved. Although Mr McCarthy offered Members reassurance that the arrangement would be a collaboration, Members remained concerned that a legal acquisition could result in Hinchingsbrooke being treated as the 'poor relation'. Members want further reassurance that if a merger was to happen, then Huntingdonshire residents would continue to be able to access the full range of acute services currently provided at Hinchingsbrooke.
- 3.5 The Panel heard from Mr McCarthy that the Trust Boards had not determined how they would engage with the public. While acknowledging that activity was suspended during the purdah period for the EU referendum, the Panel was

concerned to hear this. Members would like to see clear messages delivered and thought it essential that a programme be set out for proactive public engagement both now and after a review of the Full Business Case in September.

- 3.6 During his presentation, Mr McCarthy highlighted that through collaboration both Trusts expect to save £9m between both hospitals by integrating back office functions. The Panel are keen to see information published on how these expected savings would be split between HHCT and PSHFT. This would provide transparency and reassurance to residents that savings would be apportioned fairly between the hospitals.
- 3.7 Mr McCarthy stated that as a result of the merger approximately 70 roles may be made redundant across both Trusts. The Panel was informed that the turnover of staff between the two hospitals already stands at around 70 per week so the redundancies may well mainly be managed by deleting vacant posts. However the Panel are concerned about the impact of redundancies on members of staff and have asked for details of where redundancies would be made. This would show whether job losses are likely to be balanced across all hospital sites.
- 3.8 The Panel was heartened to hear from Mr McCarthy that all of these issues and challenges were being explored robustly and that the focus of HHCT's work with PSHFT is ensuring the financial and clinical sustainability of safe, local healthcare services and that there is no intention of existing services provided at the Hinchingsbrooke site being moved to other locations or patients being required to travel elsewhere to receive care. The Panel expects the Boards of both Trusts, and any future Board of a new merged Trust, to stand by these public statements and to ensure that the provision of healthcare services at the Hinchingsbrooke site for the benefit of Huntingdonshire residents is at the forefront of all current and future plans.

4. LINK TO THE CORPORATE PLAN

- 4.1 The Council has a Strategic Priority of "Enabling Communities" and is committed to supporting people to improve their health and well-being. The Council has a role in scrutinising proposed changes to local health care.

5. REASONS FOR THE RECOMMENDED DECISIONS

- 5.1 The Panel had some concerns about the proposed merger and the processes being followed to develop the Full Business Case. The Panel intends to submit a response to HHCT detailing their views and invites Cabinet to endorse this response.

6. LIST OF APPENDICES INCLUDED

- 6.1 Appendix A – Draft Response to the Proposed Merger of the Trusts Running Hinchingsbrooke and Peterborough and Stamford Hospitals

CONTACT OFFICER

Adam Green, Democratic Services Officer (Scrutiny)
Tel No: 01480 388008
Email: adam.green@huntingdonshire.gov.uk

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Mr Alan Burns
Chairman, Hinchingsbrooke Health Care NHS Trust
Hinchingsbrooke Hospital
Hinchingsbrooke Park
Huntingdon
Cambridgeshire
PE29 6NT

Date

Dear Mr Burns,

PROPOSED MERGER OF THE TRUSTS RUNNING HINCHINGBROOKE AND PETERBOROUGH AND STAMFORD HOSPITALS – CURRENT OBSERVATIONS OF HUNTINGDONSHIRE DISTRICT COUNCIL

Huntingdonshire District Council's Overview and Scrutiny Panel (Communities and Environment) recently held a special meeting to consider the proposed merger of Hinchingsbrooke Health Care NHS Trust (HHCT) and the Peterborough and Stamford Hospitals NHS Foundation Trust (PSHFT). The Panel welcomed the opportunity to hear from your Chief Executive, Lance McCarthy, as well as from the Chairman of Healthwatch Cambridgeshire, Val Moore. With questions from local residents answered during a public participation session and an opportunity for our elected Members to ask for further explanation of the likely impacts of the proposal, the Panel reflected on what they heard and, with the full endorsement of the Council's Cabinet, both groups of Members have requested that this letter be sent to inform your consultation during the development of the Full Business Case. The Council's key observations are:

1 - Welcome the strong action being taken to explore options and the clear commitment to continuity of ongoing provision of healthcare services at Hinchingsbrooke - The Panel was heartened to hear from your Chief Executive that the focus of your work with PSHFT is ensuring the financial and clinical sustainability of safe, local healthcare services and that there is no intention of existing services provided at the Hinchingsbrooke site being moved to other locations or patients being required to travel elsewhere to receive care. This announcement builds on the statement in the Outline Business Case's Executive Summary that *"there is a joint commitment from both trusts to ensure the ongoing provision of safe, sustainable core acute services from Hinchingsbrooke Hospital"*. The Council welcomes this commitment and also the rigorous way the challenges and solutions for local healthcare are being explored by the Trusts, but care is required that options and solutions are not rushed and that the Trusts' proposals are realistic and do not risk failure by attempting to achieve too much too soon in the scale and impact of change.

The Panel expects the Boards of both Trusts, and any future Board of a new merged Trust, to stand by these public statements and to ensure that the ongoing provision of healthcare services at the Hinchingsbrooke site for the benefit of Huntingdonshire residents is at the forefront of all current and future plans.

2 - Assurance required of a proper and meaningful public consultation and democratic mandate -

Based on feedback at our meeting on 28 June, and also the 6,309 local residents who have previously signed a petition to say *"We are opposed to merging Hinchingsbrooke Hospital with Peterborough Hospital and a subsequent reduction in services at Hinchingsbrooke"*, the Panel is concerned that the public engagement so far has done little to alleviate anxiety and worry among our local residents. While acknowledging that activity was suspended during the purdah period for the EU referendum, the Panel would like to see clear messages delivered and reassurances given publicly that Hinchingsbrooke won't be treated as a 'poor relation' if you decide to proceed with a merger. It is essential that a clear programme is set out early for proactive public engagement both now and after a review of the Full Business Case in September.

The Panel is concerned that the lack of local representation on the HHCT Board appears to indicate a 'democratic deficit'. While your Chief Executive told us that a new NHS Foundation Trust would be required to have representation from local residents and Hinchingsbrooke staff, the decision regarding on the Formal Business Case will be made by the current Board which only includes one member living within the hospital's general catchment area. This means there is even greater need to engage openly and meaningfully with local residents and a clear obligation to demonstrate how the views of the Huntingdonshire community have been considered and accounted for in your final proposals.

3 – Need for clarity, consistency and transparency of language - In presenting the proposal to the public, the Panel would like to see greater care taken by all HHCT representatives and within documentation over the language and terminology used. There is clearly confusion amongst the public as to what is being considered and proposed. With the merger technically being an actual acquisition of Hinchingsbrooke by PSFHT, this should be explained clearly with an emphasis on the reasons why this is being considered or deemed necessary. An acquisition, perceived potentially as a 'take-over' as opposed to a genuine merger of equals, raises inevitable concerns of balance of influence and proportionality. Residents ought to be given reassurance and confidence that services will continue to be delivered locally and that patients won't need to travel to other sites to receive quality healthcare.

4 – Proportionality, influence and balance on an equitable 'group' basis - The Panel is keen to see the details of costs and benefits clearly identified through the development of the Full Business Case. In particular, they would like to see information and the formula published on how the expected £9m savings through integrating back office functions would be split between HHCT and PSFHT (albeit this may be a nominal split given a merger would see one organisation controlling all funds). This would provide transparency and reassurance that savings would be apportioned fairly.

Linked to this, the Panel would also like to see details published on where potential redundancies would be made. This would show whether job losses are likely to be balanced across all hospital sites and importantly, a holistic 'group' view taken across not only the Hinchingsbrooke and Peterborough campuses but also inclusive of Stamford and the contribution it can make to restructuring and realignment. With efficiency savings planned through a separate workstream, the Panel would also like to see details of potential job losses that may arise from that process so that it can gain an understanding of the total number of employees likely to be made redundant and the impact this will have on staff themselves and consequently upon care services and also, critically, how healthcare capacity is to be retained and indeed enhanced through accompanying process efficiencies.

May I take this opportunity to thank you again for the time Lance McCarthy has spent with the Council on a number of occasions to keep us informed on these undoubtedly challenging and

complex issues, which is both helpful and appreciated. Should you require any further information or clarification on the above, please do not hesitate to contact me via the details below.

In the meantime, I do sincerely hope you will take into serious account the views of the Council as you develop the Full Business Case between now and September. Indeed, I look forward to discussion on and explanation of the Business Case when available.

Yours faithfully,

Councillor Tim Alban

Chairman, Overview and Scrutiny Panel (Communities and Environment)

Email: tim.alban@huntingdonshire.gov.uk

CC - Lance McCarthy, Chief Executive Officer, Hinchingsbrooke Health Care NHS Trust
Rob Hughes, Chairman, Peterborough and Stamford Hospitals NHS Foundation Trust
Stephen Graves, Chief Executive, Peterborough and Stamford Hospitals NHS Foundation Trust
Jonathan Djanogly MP, Huntingdon Constituency
Shailesh Vara MP, North-West Cambridgeshire

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CURRENT ACTIVITIES OF THE ECONOMY AND GROWTH PANEL AND THE PERFORMANCE AND CUSTOMERS PANEL

STUDY	OBJECTIVES	PANEL	STATUS
Corporate Enforcement Policy	To assist the Head of Community Services with the evolution of a Corporate Enforcement Policy.	Economy and Growth	Councillors J W Davies, I D Gardener and T D Sanderson would work alongside the relevant Executive Councillors as well as the Head of Community Services on the formation of the Corporate Enforcement Policy. A report is expected at the Overview and Scrutiny Panel (Communities and Environment) meeting to be held on 12th July 2016.
Cambridgeshire County Council Budget Scrutiny	To review the Cambridgeshire County Council's Budget proposals and assess their impact upon Huntingdonshire and it's residents.	Performance and Customers	The Working Group comprised of Councillors T Alban, D Brown, G Bull, Mrs S J Conboy, S Criswell, M Francis, D A Giles, T Hayward, B Hyland, P Kadewere, T D Sanderson, M Shellens and R J West. Meetings were held on 14th and 19th January 2016 to scrutinise the various aspects of the County Council's Budget Proposals. The Managing Director and Executive Leader have met with the Chief Executive Officer and Leader of Cambridgeshire County Council and following the meeting a report will be submitted by Cambridgeshire County Council which be available to the Overview and Scrutiny Panels. The Managing Director confirmed that the process of budget scrutiny will take place again this Municipal Year (2016/17).

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Panel Date	Decision	Action	Response	Date for Future Action
	<u>Hinchingbrooke Hospital</u> (a) Management of the Hospital			
03/03/15	Hisham Abdel-Rahman, CEO, attended the Panel and reported on the Hinchingbrooke Hospital Action Plan.	The Panel requested an update on the Hospital Action Plan at a future meeting.		
07/04/15	Ruth Rogers, Chair, reported on the work of Healthwatch Cambridgeshire.			
03/11/15	Mark Cammies, Estates and Facilities Director, attended the Panel and reported on the Hinchingbrooke Health Campus.	The Panel requested regular updates on the Health Campus.		Date to be agreed
05/01/16	An article was published in the Hunts Post regarding the potential loss of services at Hinchingbrooke Hospital.	The Panel requested the attendance of Lance McCarthy, CEO at Hinchingbrooke Hospital at the meeting in February.		
02/02/16	Lance McCarthy, CEO at Hinchingbrooke Hospital attended the Panel's meeting in February 2016 to discuss the hospital's improvement plan and collaboration with Peterborough and Stamford Hospitals Trust.			
28/06/16	Lance McCarthy, CEO at Hinchingbrooke Health Care NHS Trust attended the Panel's Special Meeting in June 2016 to discuss the proposed merger of Hinchingbrooke Health Care NHS Trust (HHCT) and Peterborough and Stamford Hospitals NHS Foundation Trust (PSHFT) and to participate in a public question and answer session.	As a result of Mr McCarthy's attendance the Panel requested that a response is sent to both HHCT and PSHFT outlining Members' concerns of the proposed merger.		Early August
	(b) Financial and Operational Performance			

Panel Date	Decision	Action	Response	Date for Future Action
03/02/15	Presentation received from Mr R Murphy, Mr K Poyntz and Ms S Shuttlewood on hospital accountability. Discussed recent CQC report on the Hospital and CCG monitoring.	Reports to be presented to the Panel every six months.		
01/09/15	Report presented to the September 2015 meeting.			
01/03/16	Report presented to the March 2016 meeting			
06/04/15	<u>Health economy</u> Scoping report on potential work on the health economy. Further reports requested on: - the current state of Neighbourhood Planning within the area and how it was likely to develop and how it might promote community resilience; - community engagement, including examples of good practice; - the impact of Welfare Reforms, including fuel poverty and how this is defined; - reviewing the Council's Equality Impact Assessment arrangements, and - the impact of growth on GP surgeries, school places and hospital capacity.	Heads of Service to schedule reports on subjects relating to their services.		Date to be agreed
01/03/16	Ian Weller from the Cambridgeshire and Peterborough Clinical Commissioning Group gave a presentation on the Cambridgeshire and Peterborough Health and Care System Transformation Programme.	Mr Weller agreed to attend a future Panel meeting and update Members on the Urgent and Emergency Care Vanguard Programme.		Date to be agreed

Panel Date	Decision	Action	Response	Date for Future Action
	<u>Delivery of Advisory Services Within the District</u>			
06/10/15	The six voluntary sector organisations currently in receipt of three year funding awards (Strategic Grants) gave presentations on what they have delivered, how their work contributes to the Council's corporate objectives and the future challenges they face.			
05/01/16	A report on the Voluntary Sector Grant Funding 2016/17 to 2019/20 was presented to the Panel.	The Panel requested the formation of a Voluntary Sector Grant Funding Working Group.	Councillors D Brown, Mrs L Duffy, T Hayward and Mrs P Jordan met for a meeting of the Working Group on 25th February 2016. Meetings have taken place on 14th March, 11th April, 25th April and 17th May. A further meeting is due to take place on 14th June 2016. A final report is expected at the Panel meeting in July.	12/07/2016
	<u>Redesign of Mental Health Services</u>			
10/06/14 & 08/07/14	Representatives from the Mental Health Service User Network (SUN) and Mind in Cambridgeshire attended meeting.			
07/04/15	Invitation to Luminus seminar on 'Improving Outcomes for People in Crisis because of a Mental Health Condition' extended to Members.			
07/07/15	The Panel received an update report on the Children and Adolescent Mental Health Service (CAMHS).	The Panel requested further updates at future meetings.		Date to be agreed

Panel Date	Decision	Action	Response	Date for Future Action
03/11/15	<u>Registered Social Providers</u> Councillors R Fuller, P Kadewere, M C Oliver and Mrs D Reynolds appointed onto a Working Group to carry out a study on Registered Social Providers			
01/03/16	Councillor R Fuller updated the Panel on the study of the impact of national housing changes on local housing associations in the District conducted by himself and Councillors D Brown, Mrs L A Duffy, T D Sanderson and R J West on 29th February 2016.	Members agreed a follow up meeting is required to draw conclusions from the study.	A follow up meeting took place on 21st March 2016.	
05/04/16	A final report was presented at the Panel's meeting in April 2016 which informed discussions on the Draft Housing Strategy 2016-2019.			
17/06/14	<u>Whole Waste System Approach/ Waste Collection Policies</u> A Waste Collection Working Group should reconvene to review waste collection policies in relation to the collection points for wheeled bins/sacks and remote properties (farms and lodges). Councillors G J Bull and D A Giles appointed on to the Working Group alongside Councillors M G Baker and G J Harlock.		Further meeting to be held in to consider the outcome of the survey work undertaken by the Head of Operations.	
16/06/15	Members received a RECAP update			

Panel Date	Decision	Action	Response	Date for Future Action
16/06/15	Agreed that working groups scrutinising the operations policies at HDC stand down as an Operations Review is carried out and implemented.			
10/11/15	The Panel received draft operational policies for garden waste contamination, dry recyclates contamination and lane end collection.			
09/02/16	Members received the Review of Waste Policies.			
12/04/16	The Panel received the Waste Service – Service Specification.		A waste round configuration update is expected at the Panel meeting in July 2016.	12/07/2016

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	<u>Litter Policies and Practices</u>			
17/06/14	Chairman requested an item on litter policies and practices to be submitted to a future Panel meeting. Councillor D A Giles requested that consideration is also given to graffiti removal at this time.	Request submitted to Head of Operations.		
11/11/14	Scoping report considered. Working Group appointed to consider and make recommendations on future litter and graffiti service scope and standards and on public appetite for changes	Chairman to discuss this study with the Executive Councillor and report back to the Panel.	The Panel noted that a new work programme is expected soon.	
16/06/15	Agreed that working groups scrutinising the operations policies at HDC stand down as an Operations Review is carried out and implemented.			
12/01/16	The Panel received the Street Cleansing Service			

Panel Date	Decision	Action	Response	Date for Future Action
12/04/16	Specification. The Panel received a report on the Creation of the Integrated Street Scene Service.	The Panel is to receive an update report at the Panel's meeting in September 2016.		
05/01/16	<u>Huntingdonshire Strategic Partnership (HSP)</u> Huntingdonshire Community Safety Partnership Annual review of the work of the Partnership.	The 2015/16 report is planned for September 2016.		08/09/16
03/02/15	Children and Young People Details of the thematic group's priorities received together with details of its terms of reference, membership and current matters being discussed. Presentation received.	The group meets four times per year in January, March, June and October.	Reports to be submitted to the ensuing panel meeting.	
03/02/15	Health and Wellbeing Background information received on the thematic group's outcomes, terms of reference, membership and action plan.			