

A meeting of the **OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING)** will be held in the **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **TUESDAY, 4 OCTOBER 2011** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 1 - 6)

To approve as a correct record the Minutes of the meeting of the Panel held on 6th September 2011.

**Miss H Ali
388006**

2 Minutes.

2. MEMBERS' INTERESTS

To receive from Members declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any Agenda Item. Please see Notes 1 and 2 overleaf.

2 Minutes.

3. LOCAL GOVERNMENT ACT 2000: FORWARD PLAN (Pages 7 - 12)

A copy of the current Forward Plan, which was published on 14th September 2011, is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**Mrs H Taylor
388008**

10 Minutes.

4. DISABLED FACILITIES GRANTS AND CHARGES ON PROPERTIES (Pages 13 - 16)

To consider a report by the Head of Housing Services on the possible introduction of charges on properties adapted through Disabled Facilities Grants.

**S Plant
388240**

20 Minutes.

5. VOLUNTARY SECTOR REVIEW (Pages 17 - 30)

To receive a report by the Head of Environmental and Community Health Services detailing the outcome of a review of the Voluntary Sector Organisations.

**D Smith
388377**

20 Minutes.

6. **OVERVIEW AND SCRUTINY PANEL REMITS** (Pages 31 - 38)

To consider a report from the Head of Legal and Democratic Services on the Overview and Scrutiny Panels' remits.

**A Roberts
388015**

15 Minutes.

7. **CAMBRIDGESHIRE ADULTS WELL-BEING AND HEALTH OVERVIEW AND SCRUTINY COMMITTEE**

To receive an update from Councillor R J West on the outcome of recent meetings of the Cambridgeshire Adults Well-Being and Health Overview and Scrutiny Committee.

5 Minutes.

8. **WORK PLAN STUDIES** (Pages 39 - 44)

To consider, with the aid of a report by the Head of Legal and Democratic Services, the current programme of Overview and Scrutiny studies.

**Miss H Ali
388006**

15 Minutes.

9. **OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING) - PROGRESS** (Pages 45 - 52)

To consider a report by the Head of Legal and Democratic Services on the Panel's programme of studies.

**Miss H Ali
388006**

15 Minutes.

10. **SCRUTINY**

To scrutinise decisions as set out in the Decision Digest **(TO FOLLOW)** and to raise any other matters for scrutiny that fall within the remit of the Panel.

5 Minutes.

Dated this 26 day of September
2011



Head of Paid Service

1. *A personal interest exists where a decision on a matter would affect to a greater extent than other people in the District –*
 - (a) *the well-being, financial position, employment or business of the Councillor, their family or any person with whom they had a close association;*
 - (b) *a body employing those persons, any firm in which they are a partner and any company of which they are directors;*
 - (c) *any corporate body in which those persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or*
 - (d) *the Councillor's registerable financial and other interests.*
2. *A personal interest becomes a prejudicial interest where a member of the public (who has knowledge of the circumstances) would reasonably regard the Member's personal interest as being so significant that it is likely to prejudice the Councillor's judgement of the public interest.*

Please contact Miss H Ali, Democratic Services Officer, Tel No: (01480) 388006 / email: Habbiba.Ali@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 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 (under Councils and Democracy).

If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Democratic Services Manager and we will try to accommodate your needs.

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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Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING) held in the Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 6 September 2011.

PRESENT: Councillor S J Criswell – Chairman.
Councillors S Akthar, I C Bates, Mrs J A Dew, J J Dutton and R J West.
Co-opted Members – Mr R Coxhead and Mrs M Nicholas.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors K M Baker, Mrs P A Jordan, S M Van De Kerkhove and Mrs D C Reynolds.

32. MINUTES

The Minutes of the meeting of the Panel held on 5th July 2011 were approved as a correct record and signed by the Chairman.

33. MEMBERS' INTERESTS

Councillors I C Bates, S J Criswell, J J Dutton and R J West declared personal interests in Minute No. 36 by virtue of their membership of Cambridgeshire County Council.

Councillor S Akthar declared a personal interest in Minute No. 36 as Vice-Chairman of Huntingdon Neighbourhood Panel.

Mr R Coxhead declared a personal interest in Minute No. 36 by virtue of being a member of the Huntingdon Neighbourhood Panel.

34. LOCAL GOVERNMENT ACT 2000: FORWARD PLAN

The Panel considered and noted the current Forward Plan of Key Decisions (a copy of which is appended in the Minute Book) which had been prepared by the Executive Leader of the Council for the period 1st September to 31st December 2011.

Under Section 15 of the Access to Information Procedure Rules contained in the Constitution, the Chairman drew attention to the fact that an item entitled Disabled Facilities Grant (DFG) Budget would be considered by the Cabinet at its meeting on 22nd September 2011 without having first appeared on the Forward Plan. This was necessary to avoid a delay in the consideration of an additional budget requirement to fund adaptations to the homes of applicants with disabilities under the DFG scheme. The Overview and Scrutiny Panel (Economic Well-Being) would also consider the report at its meeting on 8th September 2011 and it would be circulated electronically to Members of the Social Well-Being Panel for information purposes.

35. SHARED HOME IMPROVEMENT AGENCY

(Councillor T V Rogers, Executive Councillor for Resources and Customer Services, was in attendance for consideration of this item).

Pursuant to Minute No. 11/23, the Panel gave consideration to a report by the Head of Housing Services (a copy of which is appended in the Minute Book) responding to a number of questions raised by Members in respect of the proposed shared Home Improvement Agency service.

In introducing the report, the Executive Councillor for Resources and Customer Services and Managing Director (Resources) delivered assurances that the proposals were designed to have a minimal effect on staff with changes being introduced on an incremental basis. In presenting the report, the Head of Housing Services reported that he had categorised the Panel's questions and comments into three themes; service quality, financial matters and human resources. Having regard to the concerns which had been raised in respect of service quality, it was reported that South Cambridgeshire District and Cambridge City Councils both had achieved 90% satisfaction ratings for their services and that efforts were being made to further enhance these performance levels. Additionally, it was noted that the Cambridge City Manager, who would be responsible overall for the shared service, had an extensive knowledge of how the Agency operated and had formerly been employed by the Papworth Trust. Furthermore, it was noted that a joint authority Management Board would be established to oversee and monitor the delivery of the shared service. Having expressed their wish to receive performance reports on the work of the Agency, the Head of Housing Services undertook to make these available to the Panel in the future.

Councillor I C Bates queried the absence of East Cambridgeshire and Fenland District Councils from the proposal. In response, the Head of Housing Services informed Members that owing to the legal status of their respective Agencies, procurement rules had prevented them from being part of the proposal at the present time but that there was a desire on the part of both authorities to join the shared service in the future.

In noting that touchdown bases would be provided for Huntingdonshire staff at Pathfinder House, some concern was raised at the possible dilution of contact between employees and their Service Manager, who would be based at South Cambridgeshire District Council. In response, it was confirmed that such communication matters were currently being considered by the authorities concerned. In referring to the financial aspects of the proposals, it was confirmed that the anticipated cost savings to the Council were likely to be in the region of £25,000 - £30,000. Members were mindful of the potential for associated costs to be increased, such as investments in technology and the infrastructure required to establish the service.

Having regard to their questions which had been raised in respect of the human resource implications of the proposal, Members received assurances that the necessary procedures would be followed and that

all those affected would be fully consulted. Having expressed their satisfaction with the proposals, the Panel

RESOLVED

that the content of the report now submitted be noted.

36. NEIGHBOURHOOD FORUMS: SCOPING REPORT

(Councillor N J Guyatt, Executive Councillor for Strategic Planning and Housing was in attendance for consideration of this item).

With the aid of a report prepared by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) the Panel discussed the terms of its review of the Neighbourhood Forums in Huntingdonshire.

Councillor N J Guyatt, Executive Councillor for Strategic Planning and Housing, addressed the Panel and reported on the background to the Cabinet's request for the review to be undertaken. Comments had been made by some Members that the Forums had not been operating as originally anticipated, with Partners such as the Police also concurring with this view. He expressed the views that the North-West Huntingdonshire Forum in particular covered too wide a geographic area and that the Forums generally were not successful in attracting public attendees. Councillor Guyatt indicated that he had held preliminary discussions with the County Council's Cabinet Member for Community Engagement on the possible introduction of an "experimental hub" in Yaxley to trial alternative community engagement models suggested by the Panel. In his concluding remarks, Councillor Guyatt requested Members to be mindful of the duties placed on the Council to deliver the Localism agenda, together with the management of funds received through the Community Infrastructure Levy when undertaking the review.

The Panel concurred with the views of Councillor Guyatt and made a number of comments relating to the level of public attendance at Forum meetings, the issues raised, the choice of venues, policing boundaries and the lack of active engagement on the part of Town and Parish Councils.

In his capacity as County Council Cabinet Member for Community Infrastructure, the Chairman reported that the County Council were in the process of reviewing the Area Joint Committees in light of the fact that they were no longer regarded as being fit for purpose. He suggested that the possibility of devolving decision making responsibilities in this respect should be considered during the course of the review process.

Members were of the view that a new model of community engagement should be adopted by the Council, but with greater emphasis placed on local democracy and the three tiers of local government. The Panel accepted that despite the Council's duty to consult and engage with the public, public attendance at such meetings would only be great if there was a desire to attend, and this would largely depend on the subject matter under discussion. Additionally, a suggestion was made that the introduction of smaller

more localised area based Forums, with decision making powers, might be investigated. The Panel expressed preliminary views that these Forums might be more successful in encouraging the effective involvement of the Town and Parish Councils.

The Panel agreed that the views of the relevant County and District Council Members and the Town and Parish Councils should be sought on the Neighbourhood Forums and reported back to the Panel in November. In order to commence the Panel's investigations in this respect, it was agreed that a Working Group should be established for this purpose. Additionally, Members requested an update on the discussions on the future of the Huntingdonshire Neighbourhood Forums being held between the District and the County Councils and on Cambridgeshire Constabulary's Operation Redesign Community Engagement project. Whereupon, it was

RESOLVED

that Councillors S J Criswell, J J Dutton and R J West be appointed to a Working Group to initiate the Panel's investigations into the Neighbourhood Forums in Huntingdonshire.

37. CAMBRIDGESHIRE ADULTS WELL-BEING AND HEALTH OVERVIEW AND SCRUTINY COMMITTEE

The Panel received and noted the Minutes of the meeting of the Cambridgeshire Adults, Wellbeing and Health Overview and Scrutiny Committee held on 7th July 2011 (a copy of which is appended in the Minute Book). Brief updates were delivered on the establishment of the Countywide Health and Wellbeing Board and on the work of the Adult Social Care Working Group. Members' attention was also drawn to the forthcoming NHS consultation on the Redesign of Mental Health Services in Cambridgeshire, which would be launched at the end of September 2011. A further meeting of the Committee would be held on 15th September 2011.

38. WORK PLAN STUDIES

The Panel received and noted a report by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) containing details of studies being undertaken by the Overview and Scrutiny Panels. It was agreed that background information on the health implications of the night time economy and on the emerging issue of homelessness arising as a result of changes to the Housing Benefit system should be submitted to future Panel meetings.

Brief updates were delivered on recent meetings of the Voluntary Sector and One Leisure Working Groups. In considering a request by the Overview and Scrutiny Panel (Economic Well-Being) to review the availability of larger houses for letting through the Council's Housing Register, the Panel decided that this could be dealt without the need for a formal study. Officers were requested to investigate the matter and to report back thereon directly to Panel Members and to Councillor M F Shellens directly.

39. OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING) - PROGRESS

The Panel received and noted a report by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) which contained details of actions taken in response to recent discussions and decisions. The Chairman reported that the Government's approval of the terms of the management contract for Hinchingbrooke Hospital was still awaited and that, on its receipt, Circle would attend a meeting of the Panel to discuss how the Hospital would operate.

Councillor R J West delivered a brief update on the study being undertaken by the Cambridgeshire Safer and Stronger Overview and Scrutiny Committee in respect of domestic abuse, in which he reported that two meetings of the Working Group had been held.

Additionally, it was reported that the Huntingdonshire Strategic Partnership (HSP) Board had met on 27th July 2011 to discuss the future of the HSP. At that meeting, Partners had agreed to the dissolution of the Inclusive, Safe and Cohesive Communities thematic group and that whilst the Economic Prosperity and Skills and Environment thematic groups would no longer be a part of the formal structure of the HSP, they would continue to meet on an informal basis.

40. SCRUTINY

The 116th Edition of the Digest of Decisions was received and noted.

Chairman

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FORWARD PLAN OF KEY DECISIONS

Prepared by
Date of Publication:
For Period:

Councillor J D Ablewhite
14 September 2011
1 October 2011 to 31 January 2012

Membership of the Cabinet is as follows:-

Councillor J D Ablewhite	- Leader of the Council, with responsibility for Strategic Economic Development	3 Pettis Road St. Ives Huntingdon PE27 6SR Tel: 01480 466941 E-mail: Jason.Ablewhite@huntingdonshire.gov.uk
Councillor N J Guyatt	- Deputy Leader of the Council with responsibility for Strategic Planning and Housing	6 Church Lane Stibbington Cambs PE8 6LP Tel: 01780 782827 E-mail: Nick.Guyatt@huntingdonshire.gov.uk
Councillor B S Chapman	- Executive Councillor for Organisational Development	6 Kipling Place St. Neots Huntingdon PE19 7RG Tel: 01480 212540 E-mail: Barry.Chapman@huntingdonshire.gov.uk
Councillor J A Gray	- Executive Councillor for Environment	Shufflewick Cottage Station Row Tilbrook PE28 OJY Tel: 01480 861941 E-mail: Jonathan.Gray@huntingdonshire.gov.uk
Councillor T V Rogers	- Executive Councillor for Resources and Customer Services	Honeysuckle Cottage 34 Meadow Lane Earith Huntingdon PE28 3QE Tel: 01487 840477 E-mail: Terence.Rogers@huntingdonshire.gov.uk
Councillor T D Sanderson	- Executive Councillor for Healthy and Active Communities	29 Burmoor Close Stukeley Meadows Huntingdon PE29 6GE Tel: (01480) 412135 E-mail: Tom.Sanderson@huntingdonshire.gov.uk

Any person who wishes to make representations to the decision maker about a decision which is to be made may do so by contacting Mrs Helen Taylor, Senior Democratic Services Officer on 01480 388008 or E-mail: Helen.Taylor@huntsdc.gov.uk not less than 14 days prior to the date when the decision is to be made.

The documents available may be obtained by contacting the relevant officer shown in this plan who will be responsible for preparing the final report to be submitted to the decision maker on the matter in relation to which the decision is to be made. Similarly any enquiries as to the subject or matter to be tabled for decision or on the availability of supporting information or documentation should be directed to the relevant officer.

Colin Meadowcroft
Head of Legal and Democratic Services

Notes:- (i) Additions/significant changes from the previous Forward are annotated ***
(ii) For information about how representations about the above decisions may be made please see the Council's Petitions Procedure at <http://www.huntsdc.gov.uk/NR/rdonlyres/3F6CFE28-C5F0-4BA0-9BF2-76EBAE06C89D/0/Petitionsleaflet.pdf> or telephone 01480 388006

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
CCTV Future Funding*** ∞	Cabinet	20 Oct 2011	None.	Eric Kendall, Head of Operations Tel No 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		T D Sanderson	Environmental Well-Being
DFGs - Charges on Properties***	Cabinet	20 Oct 2011	None.	Steve Plant, Head of Housing Services Tel No 01480 388240 or email Steve.Plant@huntingdonshire.gov.uk		N J Guyatt T V Rogers (J A Gray)	Social Well-Being/ Economic Well-Being
Cambridgeshire Future Transport - Transport for Cambridgeshire	Cabinet	20 Oct 2011	None.	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Update on emerging options and recommendations.	N J Guyatt	Environmental Well-Being
Cambridgeshire Green Infrastructure Strategy	Cabinet	20 Oct 2011	Cambs County Council-Led Project	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388340 or email Paul.Bland@huntsdc.gov.uk	Endorse as Council Policy (subject to County Council progress).	N J Guyatt	Environmental Well-Being

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Cambridgeshire Public Sector Asset Management Strategy	Cabinet	20 Oct 2011	None.	Malcolm Sharp, Managing Director (Communities, Partnerships & Projects) Tel No. 01480 388300 or email Malcolm.Sharp@huntingdonshire.gov.uk		T V Rogers (J A Gray)	Economic Well-Being
Green House Project Update	Cabinet	20 Oct 2011	None.	Chris Jablonski, Environment Team Leader Tel No. 01480 388368 or email Chris.Jablonski@huntingdonshire.gov.uk		J A Gray (D Tysoe)	Environmental Well-Being
St. Ives West Urban Design Framework	Cabinet	20 Oct 2011	Agreed Urban Design Framework	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntsdc.gov.uk	Adopt as Council policy	N J Guyatt	Environmental Well-Being
Developer Contributions Supplementary Planning Document	Cabinet	20 Oct 2011	Local Infrastructure Framework	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Endorse as Council policy.	N J Guyatt	Environmental Well-Being
Waste Collection Policies	Cabinet	17 Nov 2011	None.	Eric Kendall, Head of Operations Tel No. 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		J A Gray (D Tysoe)	Environmental Well-Being
Great Fen Supplementary Planning Document	Cabinet	17 Nov 2011	Great Fen SPD	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388340 or email Paul.Bland@huntsdc.gov.uk	Endorse as Council policy (further details required)	N J Guyatt	Environmental Well-Being

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Gypsy & Traveller Policy Issues	Cabinet	17 Nov 2011	New PPS on G & T Issues Cambs GTANA	Paul Bland, Planning Service Manager (Policy) Tel No 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Consider latest policy issues.	N J Guyatt	Environmental Well-Being
Carbon Management Update	Cabinet	17 Nov 2011	None.	Chris Jablonski, Environment Team Leader Tel No. 01480 388368 or email Chris.Jablonski@huntingdonshire.gov.uk		J A Gray (D Tysoe)	Environmental Well-Being
Planning for Sustainable Drainage Systems (SuDs)	Cabinet	17 Nov 2011	CCC SuDs Options Paper	Paul Bland, Planning Service Manager (Policy) Tel No 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Consider options.	N J Guyatt	Environmental Well-Being
Planning Proposals Development Plan Document	Cabinet	17 Nov 2011	Updated SHLAA, Employment Land Review, Updated Retail Study	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntsdc.gov.uk	Approve findings for consultations as preferred options.	N J Guyatt	Environmental Well-Being
RAF Brampton Urban Design Framework	Cabinet	17 Nov 2011	Agreed Urban Design Framework	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Adopt as Council Policy.	N J Guyatt	Environmental Well-Being
Draft MTP	Cabinet	8 Dec 2011	None.	Steve Couper, Head of Financial Services Tel No. 01480 388103 or email Steve.Couper@huntingdonshire.gov.uk		T V Rogers (J A Gray)	Economic Well-Being
Local Government Finance Act 1988 - Publication of Rural Settlement List	Cabinet	8 Dec 2011	None.	J Barber, Head of Customer Services Tel No. 01480 388015 or email Julia.Barber@huntingdonshire.gov.uk		T V Rogers (J A Gray)	Economic Well-Being

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Huntingdon West Master Plan***	Cabinet	22 Dec 2011	Huntingdon West Action Plan	Paul Bland, Planning Service Manager (Policy) Tel No 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
Huntingdon West Master Plan***	Cabinet	22 Dec 2011	Huntingdon West Action Plan	Paul Bland, Planning Service Manager (Policy) Tel No 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being

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**OVERVIEW & SCRUTINY PANEL
(SOCIAL WELL-BEING)
OVERVIEW & SCRUTINY PANEL
(ECONOMIC WELL-BEING)
CABINET**

4 OCTOBER 2011

6 OCTOBER 2011

20 OCTOBER 2011

DISABLED FACILITIES GRANTS AND CHARGES ON PROPERTIES (Report by the Head of Housing Services)

1. PURPOSE OF REPORT

- 1.1 This report informs Cabinet of the Council's discretion to put charges on properties to recover certain costs of Disabled Facilities Grants (DFGs) and seeks a decision on whether or not charges should be placed on properties in certain circumstances.

2. BACKGROUND INFORMATION

- 2.1 The Housing Grants, Construction and Regeneration Act 1996 sets out the Council's duties to provide Disabled Facilities Grants (DFGs). The Council must award a DFG for work to achieve one or more of a set of purposes defined by statute. DFGs are awarded on the recommendation of an Occupational Therapist (OT) and funds aids and adaptations like ramps, stair lifts and level access showers. DFGs enable elderly and disabled people to live independently and therefore contribute towards the quality of life for vulnerable people. The Council must be satisfied that a DFG is necessary and appropriate and that to carry it out is reasonable and practicable.
- 2.2 An amendment to the legislation in 2008 gave local authorities the discretion to impose a limited charge on adapted properties of owner occupiers for repayment if their property is sold within ten years and if the DFG costs more than £5k. The maximum that can be reclaimed is capped at £10k.
- 2.3 Repayment can only be sought from owner occupiers as the charge cannot be levied on properties occupied by tenants, when the grant awarded is to the tenant or a member of their family. Normally, circa 50% of the workload is for tenants.
- 2.4 Charges could be placed on a property via the local land charges system or at the Land Registry. Investigations are ongoing into the most appropriate route in terms of processes, risks, costs and timescales.
- 2.5 When seeking repayment from grant recipients, the DFG General Consent Order 2008 requires the Council to consider:
- The extent to which repayment would result in hardship;
 - Whether disposal of the property is to enable the grant recipient to take up employment, or to change employment;
 - Whether the disposal is made for reasons connected to physical or mental health or well being; and

- Whether the disposal is made to enable the recipient of the grant to move house to give care; or to receive care.
- 2.6 Analysis of the DFGs completed in 2010/11 shows that 96 (34%) were to owner occupiers. Of these:
- 55 were below £5k so the charge would not apply.
 - 22 were valued between £5k and £10k where partial repayment could apply but the average within this band was £7k and the first £5k cannot be reclaimed.
 - 11 were valued £10k - £20k where the part of the grant over the initial £5k could be reclaimed. The average grant being £12k.
 - 8 were over £20k where the full £10k repayment could be sought.
- 2.7 The analysis above means that if all of the properties were sold within ten years of the DFG, based on completed DFGs in 2010/11, the Council may recover in the region of £200k. There is no evidence base to forecast how many properties will be sold.
- 2.8 Many of the works carried out do not add value to a property when it comes to the point of sale. In fact they detract from their value or marketability eg stair lifts, through floor lifts, replacing bath rooms with shower rooms, ramps, hoisting equipment etc. The works that would normally add value to a property would be garage and outbuilding conversions and extensions. These types of works would normally be in excess of £10k. Some garage conversions may also deter some purchasers if a garage is their priority.
- 2.9 If charges on properties were to be restricted to garage or outbuilding conversions, or extensions, then, from an analysis of the works in the pipeline, £95k of charges could be placed on properties (10 cases).

3. SUMMARY

- 3.1 There is discretion to impose a charge on adapted properties of owner occupiers for repayment if their property is sold within ten years and if the DFG costs more than £5k. The maximum that can be reclaimed is capped at £10k.
- 3.2 It is thought that homeowners benefit from an increase in the capital value, and therefore resale value, of their home following the award of public money to carry out disabled facilities adaptations. However, in the absence of an adapted homes 'market place' it is thought that most adaptations do not add to the home's capital value with the exception of conversions of garages and outbuildings and extensions to homes. These adaptations usually cost in excess of £10k.
- 3.3 If charges are to be levied and repayment is challenged then due regard needs to be given by HDC to the circumstances described at paragraph 2.5.

4. RECOMMENDATION

4.1 It is recommended that Cabinet:

- a) agree that charges be placed on properties where owner occupiers receive a disabled facilities grant in excess of £10,000 (excluding HIA fees) where the grant is for a garage or outbuilding conversion, or extension or any combination of these.
- b) subject to a) above, agree that the Head of Legal and Democratic Services together with the Head of Housing Services, in consultation with the executive member for strategic planning and housing, determine the most effective and efficient procedure for placing charges on properties; and
- c) delegate authority to decide on seeking repayment, as set out at paragraph 2.5, to the Head of Housing Services.

BACKGROUND INFORMATION

- Housing Grants, Construction and Regeneration Act 1996
- Housing Grants, Construction and Regeneration Act 1996: Disabled Facilities Grant (Condition relating to approval or payment of Grant) General Consent 2008
- Disabled Facilities Grants (Maximum Amounts and Additional Purposes) (England) Order 2008 (SI 2008/1189)
- Housing Renewal Grants (amendment) (England) Regulations 2008 (SI 2008/2290)

Contact Officer: Steve Plant, Head of Housing Services

☎ (01480) 388240

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**OVERVIEW AND SCRUTINY (SOCIAL WELLBEING)
CABINET
COUNCIL**

**4 OCTOBER 2011
20 OCTOBER 2011
2 NOVEMBER 2011**

**VOLUNTARY SECTOR REVIEW
(REPORT BY THE HEAD OF ENVIRONMENTAL AND COMMUNITY HEALTH
SERVICES)**

1. INTRODUCTION

- 1.1 The purpose of this report is to provide Members with background information on the potential impact of reductions in the Community Development commissioning budget on the voluntary sector organisations which are currently under contract. This information is provided now to allow Members to consider the implications prior to the natural end of the existing arrangement. The present service-level agreements (SLA's) run to 31/3/2013.
- 1.2 The officer-review that generated this information arose from discussions at the Full Council meeting (3 November 2010). Members requested that officers undertake a review of those voluntary organisations that receive revenue funding from the authority via service level agreements (SLA's).
- 1.3 The preliminary proposal, in November 2010 was to reduce the present Community Development commissioning (revenue) budget to £75,000 from 1/4/2013 generating an annual saving to Huntingdonshire District Council (HDC) of £277k.
- 1.4 Officers were requested to provide members with a report to the November 2011 Full Council that outlined how the savings in this area could be achieved.
- 1.5 The final Council budget for 2013-14 is not due to be set by Council until February 2013. However, the current service level agreements for community development come to a natural end in March 2013. Each agreement includes a requirement that negotiations associated with termination/follow-on agreements should start no later than 1 October 2012, and be concluded by 31 December 2012.

2. BACKGROUND TO REVIEW

- 2.1 The review has involved officers meeting with representatives of the affected organisations to discuss the implications of reductions. Meetings have been held with all organisations with existing arrangements with HDC.'s. These organisations are listed below, also shown is the 2011/12 allocations from the community development budget:-

• Huntingdonshire Citizens Advice Bureaux	£162,250
• Hunts Forum for Voluntary Organisations	£ 42,200
• Huntingdonshire Volunteer Centres	£ 37,140
• Huntingdon Shopmobility	£ 26,430
• St Barnabas Learning Centre	£ 26,370
• Disability Information Service Huntingdonshire	<u>£ 7,070</u>

£301,460

2.2 Those organisations currently benefiting from funding are of differing sizes and have differing operating budgets. The impact of reductions in funding from HDC will vary between organisations. Generally, the higher the contribution HDC makes to an organisation's overall spending the greater the potential impact of a reduction. (However, there are some organisations that have such limited operating funds that even a slight reduction in revenue may render them unsustainable.) Listed below is the percentage contribution that HDC will have made to each organisation's operating costs this year (2011/12):-

• Huntingdonshire Citizens Advice Bureaux	88%
• Hunts Forum for Voluntary Organisations	25%
• Huntingdonshire Volunteer Centres	58%
• Huntingdon Shopmobility	91%
• St Barnabas Learning Centre	46%
• Disability Information Service Huntingdonshire	11%

2.3 This year HDC has provided some financial support to Bedford Pilgrims Housing Association (£37,140) and Natural High (£4,000). The arrangements with both Bedford Pilgrims Housing Association and Natural High are short-term and are due to come to a natural end in March 2012. These funds, together with some unallocated this year account for the £51k reduction to the budget anticipated in 2012-13.

3. THE REVIEW

3.1 During June and July (2011) meetings have been held with all the organisations involved in the review, full transcripts of these meetings can be made available to Members. All the organisations have had an opportunity to amend and add comments to ensure the records fully represent the issues covered. Appendix 'A' attached provides a tabulated summary of the meeting notes.

3.2 The meetings with the organisations covered the following:-

- What efficiency savings did organisations consider they could achieve;
- What would be the implications of a 20% budget reduction on both the organisation and the organisations service users;
- What would be the implications of a 50% budget reduction on both the organisation and the organisations service users;
- The ability of organisations to attract external funding; and
- The ability and willingness of organisations to use their financial reserves to offset any budget reductions proposed by HDC.

In addition the organisations were asked to identify how they considered the services they provide assist HDC to address its strategic priorities.

4. REVIEW FINDINGS

- 4.1 Some of the organisations outlined their own proposals to drive down costs, a number of organisations stated they had already made efficiency savings and did not believe they could make any more. Overall the savings identified by the organisations will not make any significant impact to reducing the overall budget. All organisations have indicated a desire to continue to provide services. However, in almost every case if funding was reduced the services provided would be reduced.
- 4.2 The details of the impact of a 20% reduction, applied across the board, on each organisation and their service-users is set out in Appendix 'A' of this report. A reduction of this level would threaten the sustainability of some organisations. While the survival of organisations is not universally threatened there is likely to be a significant reduction in services delivered.
- 4.3 If a 50% budget reduction were applied a number of organisations have indicated they would have to give serious consideration to their continued ability to operate and if they were to persist they would have to make major changes to how services would be provided. Reductions at this level leave most of the organisations very vulnerable.

5. IMPLICATIONS OF 20% REDUCTONS BY ORGANISATION

- 5.1 Huntingdonshire Citizens' Advice Bureaux: A budget reduction at this level would save HDC £33,850 pa. but impact on both the organisation and service users; as follows: Reduction to a 3 day per week service at its Huntingdon and St Neots offices; outreach services at Yaxley, Ramsey and St Ives would cease. A 33% reduction in the number of clients seen [from 7100 to 4700 (based on 10/11 figures)]; fewer service- options available for face to face support and volunteer-recruitment curtailed.
- 5.2 Hunts Forum for Voluntary Organisations: A budget reduction at this level would save HDC £8,440 pa. but reduction at this level would impact on the organisation and service users as follows: fewer staffing- hours and longer response times; minimal service; fewer service- options available, less partnership work with statutory agencies.
- 5.3 Huntingdonshire Volunteer Centre: A budget reduction at this level would save HDC £7,428 pa. but reduction at this level would impact on the organisation and service users as follows: HVC would need to find c£14,000 to maintain services; staff cuts a reduction of 22 hours pw to 65 hours pw (- 25%); fewer volunteers placed in local organisations so that they may struggle to maintain their services. The Huntingdonshire Volunteer Centre has seen income in 2011 fall; the medium-term survival of the organisation looks less secure.
- 5.4 Huntingdon Shopmobility: A budget reduction at this level would save HDC £5236 pa. but opening hours would be reduced from 32 hrs per week to 25hrs per week with 448 fewer individuals per annum using service (22% fewer, based on 2010/11figures).

- 5.5 St Barnabas Community Learning Centre: A budget reduction at this level would save HDC £5274 pa but the 2011/12 budget already shows a potential operating deficit of £11K; the organisation plan to meet this deficit via use of reserves. The existing operating deficit c£11k plus a £5k funding reduction from HDC would represent a reduction to the Centre of £16k p.a. overall (60% annual reduction in operating funds) so services could be maintained using reserves but only for 2 years. Therefore reduction by 20% could allow this organisation to fold with the consequent loss of all services. However, the annual saving to HDC per year would then be £26, 370.
- 5.6 Disability Information Service Huntingdonshire (DISH): HDC funding together with funds from the County Council are the cornerstone that enables the organisation to attract external funding. A budget reduction at this level would save HDC £1414 pa. but reduction at this level would impact on the organisation and service users as follows: the hours the advice line operates reduced (to 15 hrs per week from 20) and fewer home visits (3 to 4 per month from 12). DISH is already drawing on reserves their reserves will no longer be available for drawing on after 31st March 2012. This organisation seems very vulnerable. Therefore reduction by 20% could allow this organisation to fold with the consequent loss of all services. However, the annual saving to HDC per year would then be £7, 070.

6. IMPLICATIONS OF 50% REDUCTONS BY ORGANISATION

- 6.1 Huntingdonshire Citizens' Advice Bureaux: A budget reduction at this level would save HDC £84,625 pa. but impact on both the organisation and service users; as follows: close the St Neots office and 3 days per week service at Huntingdon and no outreach services at Yaxley, Ramsey and St Ives. A reduction of this magnitude would prompt serious consideration of the organisation's viability. If Huntingdonshire Citizens Advice Bureaux ceased to operate there is a strong possibility that a significant number of the organisation's service-users (approximately 9000 p a) might present themselves to HDC for assistance. It is estimated such an increase in customers could require additional financial resource in the region of £60k. Therefore reduction by 50% could allow this organisation to fold with the consequent loss of all services. However, the net annual saving to HDC per year would then be £102,250.
- 6.2 Hunts Forum for Voluntary Organisations: A budget reduction at this level could theoretically save HDC £21,100 pa but impact on both the organisation and service users as follows: a very limited service for member organisations and statutory agencies. Serious consideration would have to be given to HFVO's ability to continue to manage the Maple Centre, on behalf of HDC; responsibility would revert to the District Council and the resulting costs to HDC have been estimated to be c£25k p a. Therefore a reduction by 50% towards the service-level agreement could actually increase costs to HDC by £3,900 pa.
- 6.3 Huntingdonshire Volunteer Centre: A budget reduction at this level would save HDC £18,570 pa but impact on both the organisation and service users; as follows: staff reductions; possible closure of two area offices. Remaining reserves represent around 8-months expenditure. Therefore reduction by 50% could allow this organisation to fold with the consequent loss of all services. However, the annual saving to HDC per year would then be £37,140.

- 6.4 Huntingdon Shopmobility: A budget reduction at this level would save HDC £13,215 pa. but Shopmobility would close in 2014. Therefore reduction by 50% will cause this organisation to fold with the consequent loss of all services to 2038 users. However, the annual saving to HDC per year would then be £38,430.
- 6.5 St Barnabas Community Learning Centre: A budget reduction at this level would save HDC £13,185 pa. but the community learning centre would close within 12 months. Therefore reduction by 50% could allow this organisation to fold with the consequent loss of all services. All skills training programmes would stop (1,854 service users 2010/11). However, the annual saving to HDC per year would then be £26,370.
- 6.6 Disability Information Service Huntingdonshire (DISH): HDC funding together with funds from the County Council are the cornerstone that enables the organisation to attract external funding. A budget reduction at this level would save HDC £3,535 pa. but impact on both the organisation and service users; as follows: reduction in staff hours and redundancies; termination of advice line and reduction to home visit service. However, the annual saving to HDC per year would then be £7,070.

7. OPORTUNITIES FOR REDUCING COSTS

- 7.1 **Re-organisations**: There is potential for savings to be driven out of the system in the longer term. Additional savings may be achieved by encouraging mergers between organisations. Mergers or amalgamations should reduce management costs. However, changes like these would require the agreement not only of the individual organisations but also the other agencies that presently provide financial support and, where appropriate, the Charity Commission. If savings were achieved any corresponding reduction in the funding provided may be possible without putting an organisation at risk.
- 7.2 **Reallocations**: Where an organisation folds or chooses to reduce its range of services it may be cost effective to commission other providers, in line with HDC's normal commissioning arrangements.
- 7.3 **Accommodation**: Accommodation costs are significant for some, but not all, organisations. For example: CABx annual office-rental in Huntingdon is £26,000 pa and Huntingdonshire Volunteer Centre have identified that they need free office accommodation for the organisation's four offices; in the four market towns in order to reduce their operating costs significantly. There are statutory organisation with vacant accommodation, particularly in Huntingdon. However, the needs and wishes of organisation in relation to accommodation and the suitability of potential locations (for issues such as disability access) have yet to be fully explored. Preliminary scoping has shown the potential savings to be in the order of £38,000 pa. in total; without allowance for investment costs.

8 IMPACT OF ANY CHANGES ON EQUALITY OF ACCESS

- 8.1 In addition to generating this report the information gathered during the consultation process was used to assess any bias in impact on any sectors or groups of people within Huntingdonshire. The Equality Impact Assessment is part of the bundle of information that will be made available to Members. The conclusion from the assessment is that a pro-rata reduction across all organisations should not be attempted. It should also be noted that some organisations are very vulnerable and the amount of reduction is of less importance than the threat of any reduction; they may have already reached the tipping point. Most of the services were designed originally to meet a specific need so any loss of those services will be felt. The greatest impacts are likely to arise from:
- Economies that lead to a centralisation of services and the resultant worsening of rural exclusion, or
 - Reduction of those services that were specifically designed to assist those with disabilities- because those services rest with 3/6 of the funded organisations.

9. CONCLUSIONS

- 9.1 The Council's own budgetary controls rely on reducing outgoings and at £350,000+ the funding provided to the voluntary sector for community development is a significant proportion of the total. The current budgetary predictions have assumed a reduction of £277k p.a. from 2013-14. A reduction of this magnitude is likely to have a significant impact on the six organisations who currently benefit from funding- and through them a significant number of Huntingdonshire residents.
- 9.2 Some organisations are very vulnerable; they may have already reached the tipping point. The greatest impacts are likely to arise from rural exclusion or reduction of those services that are specifically designed to assist those with disabilities.
- 9.3 There is potential for savings to be driven out of the system in the longer term; by encouraging organisational change. However, changes like these would require detailed and wide ranging negotiations.
- 9.4 The current agreements with voluntary sector organisations run for 5-years. This is considered good practice and allows organisations to plan. Should any follow-on or new agreements be successfully negotiated during 2012 they are likely to be for 5-years from 1 April 2013, which represents a significant medium-term commitment for HDC.

10. RECOMMENDATIONS

Cabinet are requested to consider:

- 10.1 The impact of reducing funding on organisations within the paper.
- 10.2 Requesting officers to start negotiations with appropriate organisations and other statutory partners in an attempt to facilitate organisational change.

- 10.3 Requesting officers to start investigating savings potential of alternative accommodation arrangements.

BACKGROUND INFORMATION

Huntingdonshire District Council, Community Development's Voluntary-sector Performance report 2010/11.

Huntingdonshire District Council's Voluntary-sector (officer) review: interview summaries.

The financial accounts and business plans 2010/11 or 2011/12 (as submitted by organisations participating in the 2011 review).

Huntingdonshire District Council's Equality Impact Assessment 2 (Sep 2011): "Cuts in voluntary sector funding phased in after 2012/13"

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Huntingdonshire Citizens Advice Bureaux

2011/12 HDC funds to CAB = £162,250; CAB's total 2011/12 operating budget = £192,409

HDC contribution represents 88% of total annual budget

Identified efficiency savings	Implications of a 20% budget reduction (- £33,850)	Implications of a 50% budget reduction (- £84,625)	Other information
<p>CAB currently in discussions to merge with the CAB in Fenland and East Cambs. to form a new single organisation with consolidation of back-office support without impacting on front line advice services. Huntingdonshire CAB estimates an efficiency saving of 7% on overall budget (£11,847).</p> <p>There is an issue with pension liabilities that must be resolved before any merger (See Appendix B)</p>	<p>A budget reduction at this level would impact on both the organisation and service users; as follows:-</p> <ol style="list-style-type: none"> 1. Reduction to a 3 day per week service at its Huntingdon and St Neots offices. 2. Outreach services at Yaxley, Ramsey and St Ives no longer provided. 3. A 33% reduction in the number of clients accessing services, from 7100 to 4700 (based on 10/11 figures). 4. Fewer service- options available for face to face support. 5. Volunteer recruitment curtailed. 	<p>Serious consideration to the organisation's viability + legal liabilities</p> <ol style="list-style-type: none"> 1. Move to a single site operation and close the St Neots office (3 days per week service at Huntingdon.) 2. No outreach services at Yaxley, Ramsey and St Ives. 3. A further reduction in the number of clients accessing services*, below 4700 +service users having to travel further and wait longer for appointments. 5.A significant number approaching HDC for assistance; previously seen by the CAB. 	<p>External funding CAB considers it would be very difficult to attract financial support for core activities; aware of some potential national initiatives for financial assistance but programmes have long run-in and no guarantees.</p> <p>Financial reserves Reserves approximately 4 months operating costs. BUT there are liabilities to resolve.</p> <ol style="list-style-type: none"> 1. Helping vulnerable people to live independently Core work: free access to advice and information e.g. benefits, employment debt and housing etc. (2010/ saw in excess of 14,000 people). 2. Preventing & dealing with homelessness CAB early intervention work to prevent homelessness: housing advice, affordable budget plans and debt advice (2010/111 - dealt with 332 debt advice cases + approx. 1000 housing -related enquiries. 3. Supporting strong communities 70+ volunteers, organisation's management board all local resident volunteers. 4. Encourage new homes, etc. to meet local needs Member of the national CAB movement so directly linked into national social policy; e.g. issues: rent deposit schemes for private tenants.

*Denotes additional cost implication for HDC

Hunts Forum for Voluntary Organisations

2011/12 HDC funds to HFVO = £42,200; HFVO's total 2011/12 operating budget = £170,171
 HDC contribution represents 25% of total annual budget

Identified efficiency savings	Implications of a 20% budget reduction (- £8,440)	Implications of a 50% budget reduction(- £21,100)	Other information
<p>HFVO (10/11) renegotiated contracts to get better value for money + further efficiency savings c£2,500.</p> <p>Also HFVO reviewing staffing levels and in negotiations to establish joint cleaning & caretaking contracts, etc.</p>	<p>Reduction at this level would impact on the organisation and service users as follows:-</p> <ol style="list-style-type: none"> 1. Reduction in staffing-hours so response times would be longer. 2. Only deliver agreed targets- minimal service. 3. Reduced number of services available to member organisations. 4. Less responsive to change. 5. Less partnership work with statutory agencies. 	<p>The organisation would have no option other than to:-</p> <ol style="list-style-type: none"> 1. Reduced staffing + a very limited service been offered to member organisations and statutory agencies. 2. Serious consideration to HFVO's ability to manage the Maple Centre, on behalf of HDC*. 3. HFVO no longer able to meet the needs or expectations of voluntary & community organisations in district. 	<p>External funding Vast majority of external funding acquired is for member organisations (£316K 2010/11). HFVO management fee to all funding applications. Looking for ways to better market the use of the Maple Centre.</p> <p>Financial reserves Min. level of reserves req. for: Charity Commission's lower guideline of 3 months operating costs, i.e. £27,800; winding-up-fund £36,100 + property fund £46,500. Reluctant to reduce reserves permanently, Charity Commission advice needed.</p> <p>1. Help vulnerable people to live independently Not directly but number of organisations supported by HFVO work directly with disadvantaged people.</p> <p>2. Managing the impact of growth HFVO actively involved in ensuring needs & requirements of the voluntary sector are considered by developers when major developments are planned.</p> <p>3. Supporting strong communities Promoting the localism agenda, Big Society and the GP Commissioning agenda are major areas of work for HFVO. HFVO is the main conduit in Huntingdonshire for the dissemination of information, advice, guidance and good practice for the voluntary and community sector + represents the interests of the voluntary sector on the HSP.</p>

*Denotes additional cost implication for HDC

Huntingdonshire Volunteer Centre

2011/12 HDC funds to HVC = £37,140; HVC's total 2011/12 operating budget = £63,949

HDC contribution represents 58% of total annual budget

Identified efficiency savings	Implications of a 20% budget reduction (- £7,428)	Implications of a 50% budget reduction (- £18,570)	Other information
<p>HVC made £4,000 savings in 2010-11 and have budgeted for another £3,000+ savings this financial year.</p> <p>HVC believe only other area of saving: accommodation. Would need free office accommodation for the organisation's four offices; in the four market towns; saving HVC £5,500 per annum.</p> <p>Savings from staff time would have the greatest service impact. Currently exponential growth in demand and would like to be increasing staff hours rather than reducing them.</p> <p><i>Above based on unlikely assumption that CCC funding will remain at the current level.</i></p>	<p>Reduction at this level would impact on the organisation and service users as follows:-</p> <ol style="list-style-type: none"> 1. HVC's income fallen >£7,000 in 2011. 20% less from HDC would mean the HVC would need to find c£14,000 to maintain services. 2. 20% savings require significant staff cuts. Current level: 87 hrs pw; saving £14,000 would need a reduction of 22 hours pw (25%). 3. The consequence of staffing reductions: fewer volunteers placed in local organisations, many may struggle to maintain their service. 	<ol style="list-style-type: none"> 1. Result in total reduction approx. £25,000, (c40%HVC's total budget). Could only be achieved via staff reductions. 2. Possibly closing two area offices leaving 58.5 staff hours a week 3. 100 volunteers (13,000 hours last year) requires approx. 30 hrs pw paid staff time leaving only 28.5 hrs pw for policy changes, recruit/ placing volunteers etc. 4. They would not be able to meet their core functions, and lose their accreditation with Volunteering England & could lose their right to engage with other volunteer centres 	<p>External funding HVC received lottery funding - not eligible for more. Town & parish councils contribute.</p> <p>Financial reserves 2011/12 Income down c£7,000; £3,000 from reserves. Remaining reserves represent around 8-months expenditure. The HVC could allocate £5k pa for 2 years from reserves to offset reductions.</p> <ol style="list-style-type: none"> 1. Helping vulnerable people to live independently The main aim of the organisation is to recruit volunteers to assist the most vulnerable residents to remain in their own homes: 813 volunteers recruited 10/11. HVC operate /manage a social car scheme [not funded by HDC]: transport to hospital, GP, etc. for people with mobility problems. Significant support to rural communities. 2. Preventing & dealing with homelessness HVC recruits volunteers placed with organisations that provide direct services for homeless people. 3. Keep district clean & tidy HVC recruits volunteers to undertake litter picks. 4. Safeguarding the environment Volunteers are recruited to support HDC programmes at country parks & Godmanchester Community Nursery. 5. Supporting strong communities Significant impact on the Big Society agenda. 6. Encourage new jobs, etc. Volunteers have used the experience to enable them to gain employment. Volunteers support local back-to-work clubs.

*Denotes additional cost implication for HDC

Huntingdon Shopmobility

2011/12 HDC funds to Shopmobility = £26,430; Shopmobility's 2011/12 operating budget £28,991
HDC contribution represents 91% of total annual budget

Identified efficiency savings	Implications of a 20% budget reduction (- £5,236)	Implications of a 50% budget reduction (- £13,215)	Other information
<p>Renegotiation of Portacabin rental contract £7,000 saving to HDC over 3 years from 1/4/11.</p> <p>Manager's hours have reduced from 28 to 25 hrs per week in 2011</p>	<p>1. Opening hours would be reduced from 32 hrs per week to 25hrs per week with 448 fewer individuals per annum using service (based on 2010/11 figures).</p>	<p>1. Shopmobility would close in 2014. A 25 hr. pw service may operate until Dec. 2014.</p>	<p>External funding Increasing in annual membership charge (£10) from: Nov. 2011 = £20; Nov 2012 = £25. [Schemes in Cambridge & Peterborough are free]</p> <p>Financial reserves Willingness to use reserves.</p> <p>1. Helping vulnerable people to live independently The service enables individuals with mobility needs to move independently around Huntingdon. In the first 6 months of 2011 year: 1,143 people assisted.</p> <p>2. Supporting strong communities Actively involved in representing the views of disabled service users re. the development of Huntingdon Town Centre.</p>

*Denotes additional cost implication for HDC

St Barnabas Community Learning Centre

2011/12 HDC funds to St Barnabas LC= £26,370; St Barnabas' total 2011/12 operating budget £57,384
HDC contribution represents 46% of total annual budget

Identified efficiency savings	Implications of a 20% budget reduction (- £5,274)	Implications of a 50% budget reduction (- £13,185)	Other information
<p>Limited savings in 2011/12 by changing energy and stationary suppliers. In discussions with HFVO re: savings from sharing costs for caretaking and cleaning, etc.</p> <p>Only other area for savings: staff hours this would have a major impact on service provision.</p> <p>The organisation's 2011/12 budget shows a potential operating deficit of £11K the organisation plan to meet this deficit via use of reserves.</p> <p>THE LOCATION OF THESE IS SIGNIFICANT AND ANY CHANGE COULD BE DETRIMENTAL.</p>	<p>1. Existing operating deficit c£11k plus £5k funding reduction = £16k overall (60% annual reduction in operating funds).</p>	<p>1. A reduction of this size would mean the community learning centre would close within 12 months. And the buildings would revert back to the Church of England.</p> <p>2. All skills training programmes would stop (1,854 service users 2010/11).</p>	<p>External funding External funding for project work but not for core funds.</p> <p>Financial reserves Services maintained using reserves to cover 20% reduction: only for 2 years.</p> <p>1. Helping vulnerable people to live independently Specific courses: life skills, employment and IT skills for adults with learning difficulties; and takes direct referrals from Job Centre plus. Supports the Migrant Family Support programme (10hrs pw) ESOL for non English speakers (30hrs pw). Direct links with Children's Centres + classes for vulnerable families.</p> <p>2. Preventing & dealing with homelessness Work with homeless individuals to assist them gain employment.</p> <p>3. Supporting strong communities Supports a variety of agencies; hosts the Learning Champions programme to recruit volunteer support for those on skills training courses. During school holiday periods the centre operates family learning activities for families with special needs referred by OC&YPS.</p> <p>4. Encourage new jobs Recently established direct links with local recruitment agencies and has assisted 160 individuals gain employment (since June 2011). One to one employment skills support, etc.</p>

*Denotes additional cost implication for HDC

Disability Information Service Huntingdonshire

2011/12 HDC funds to DISH = £7,070; DISH's total 2011/12 operating budget £63,564

HDC contribution represents 11% of total annual budget

Identified efficiency savings	Implications of a 20% budget reduction (- £1,414)	Implications of a 50% budget reduction (- £3,535)	Other information
<p>Low level of reserves to offset potential funding reductions; 2 main projects: RADAR project (£34K) and Family support project (£12K) funding due to end 31/3/12. The organisation is proposing to use all their available reserves to continue in some form these projects.</p> <p>DISH already made savings in office costs, to offset inflationary pressures, by sharing space and services with Disability Cambridgeshire.</p>	<p>HDC + CCC funding = cornerstone to enable the organisation to attract external funding.</p> <p>1. If <u>HDC funding only</u> reduced: the hours the advice line operates reduced (to 15 hrs per week from 20) and fewer home visits (3 to 4 per month from 12).</p>	<p>1. Serious consideration to future viability of DISH.</p> <p>2. Inevitable reduction in staff hours and redundancies.</p> <p>3. Advice line service terminated.</p> <p>4. Home visit service limited.</p> <p>5. CAB referrals to DISH for specialist home visits stop.</p>	<p>External funding Successful in funding for specialist projects-match funding. Reduction in core funding: could attract less external support.</p> <p>Financial reserves £12,324 from reserves used (2010–11) to maintain services. Further £14,846 needed for 2011–12; so reserves at 31st March 2012 equivalent to 3 months running costs [c£16k] (minimum recommended by Charity Commission). Should closure be necessary redundancy costs would be just over £5000. Redressing this situation is a high priority.</p> <p>1. Help vulnerable people to live independently The DISH service assists disabled people to achieve independent living by: maximising central government grants, benefits and services; signposting to other organisations/charities ; aiding disabled children to achieve the best quality of life / education possible; supporting disabled children and their parents so that the parents and their siblings have a better chance of employment.</p> <p>2. Preventing homelessness Assisting disabled people and carers with financial problems significantly reduce their risks of becoming homeless.</p>

*Denotes additional cost implication for HDC

**OVERVIEW AND SCRUTINY PANEL
(SOCIAL WELL-BEING)**

4TH OCTOBER 2011

**OVERVIEW AND SCRUTINY PANEL
(ECONOMIC WELL-BEING)**

6TH OCTOBER 2011

**OVERVIEW AND SCRUTINY PANEL
(ENVIRONMENTAL WELL-BEING)**

13TH OCTOBER 2011

OVERVIEW AND SCRUTINY REMITS (Report by the Head of Legal and Democratic Services)

1. INTRODUCTION

- 1.1 Changes to the way the Executive Councillors' responsibilities are organised mean that it is necessary to review the Overview and Scrutiny Panels' remits. This will entail amending the Constitution. This report provides the Panels with an opportunity to devise the remits around which their future work will be organised.

2. REMITS

- 2.1 At their meetings in June 2011, the Overview and Scrutiny Panels were advised of changes to their remits. These changes had been made because a different way of organising Executive Councillors' responsibilities had been introduced. It was always intended that this would be a temporary arrangement until a review of the Council's Constitution took place. This matter needs to be addressed to give clarity in reporting lines to the Overview and Scrutiny Panels, Executive Councillors and Officers.

The Constitution

- 2.2 The Panels' remits are prescribed in Article 6 of the Council's Constitution. The remits are based on the portfolios previously held by Executive Members. As these Portfolios have now changed, this part of the Constitution needs to be updated. As it is only two years since these remits were devised, it is suggested that a more generic division of work is introduced, which will cope with future internal reorganisation of the Council.

Scope of the Remits

- 2.3 Remits are required to divide the workload of Overview and Scrutiny Panels more or less equally. Since 2000 various different ways of defining the remits have been employed. The current one based on the three Well-Being themes has probably represented the best way of ensuring remits do not overlap. At the same time they have not prevented joint working taking place where this has been necessary. It is recommended the Well-Being themes are retained as the basis of organizing Overview and Scrutiny.
- 2.4 The new remits will need to take into account the Council's service functions, its strategic plans and its partnership working. It is desirable that, as far as possible, remits do not overlap.
- 2.5 A suggested way of allocating these three aspects of the Panels' remits appears in an Appendix hereto. It is proposed that the current terms of the Constitution are replaced with the column of the Appendix to this report

headed "Service". The Chairmen and Vice-Chairmen of the Overview and Scrutiny Panels will determine which Panel will deal with matters that are not specifically covered in the remits according to the degree that they match the specified remits. This will, for example, apply to the Council's partnership and joint working and matters affecting the wider community.

- 2.6 Although every effort has been made to ensure that most matters are allocated only to one Panel, it is possible that some issues will be of interest to more than one Panel. Practices have already been developed to cope in this situation, including establishing joint working groups and extending the range of Members who are invited to a meeting to consider a particular item and these should continue.

3. CONCLUSION

- 3.1 Members and Officers have an interest in establishing clear remits for the Overview and Scrutiny Panels. Owing to recent changes within the Council and to the way the Panels' responsibilities are prescribed, it has become necessary formally to review the Panels' remits. As this will involve amending the Constitution, it will be necessary to refer any changes to the Corporate Governance Panel. Members are invited to consider and comment on the proposed amendments to the Constitution and method of allocating matters to the Panels.

BACKGROUND PAPERS

Remit and Studies report to the Overview and Scrutiny Panels in June 2011.

Huntingdonshire District Council Constitution.

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ALLOCATION OF OVERVIEW & SCRUTINY REMITS

OVERVIEW & SCRUTINY PANEL	HEAD OF SERVICE/ MANAGER	SERVICE	EXECUTIVE PORTFOLIO
SOCIAL WELL BEING	Environmental and Community Health Services	Private sector housing Caravan sites Community Safety Community initiatives Leisure Development Air quality/noise/pollution Animal welfare/pest control Commercial: health and safety promotion/food safety Infectious diseases Smoke free initiatives Corporate Health and Safety	Strategic Planning and Housing Healthy and Active Communities
	Operational Services	CCTV	Healthy and Active Communities
	Housing Services	Housing strategy / policies Housing providers / associations	Strategic Planning and Housing
		Housing register / nominations Homelessness	Customer and Shared Services

	<p>One Leisure</p> <p>Legal and Democratic Services</p> <p>Corporate Office</p>	<p>Housing grants Disabled facilities grants Home Improvement Agency Private Sector Housing</p> <p>Huntingdon / St Neots / St Ives Ramsey /Sawtry</p> <p>Democratic Services Elections / Electoral Registration Member Support</p> <p>Licensing</p> <p>Safeguarding Diversity and Equalities</p>	<p>Healthy and Active Communities</p> <p>Leader</p> <p>Healthy and Active Communities</p> <p>Healthy and Active Communities</p>
ENVIRONMENTAL WELL BEING	Operations	<p>Streetscene Car Park management Grounds maintenance / grass cutting Parks and Countryside Emergency Planning Waste stream policy Refuse collection Recycling Vehicle fleet management Abandoned vehicles</p>	Environment

ECONOMIC WELL BEING	IMD Financial Services Customer Services Legal and Democratic Services	Website / intranet Freedom of Information ICT Network & Systems Local Land & Property Gazetteer Business Analysis / Improvement Financial forecasting Budget preparation and monitoring Final Accounts Financial advice Payment of creditors Audit Risk management Procurement Treasury Management (borrowing and investments) Debt Recovery Call Centre Customer Service Centre Information Centres Local Taxation Revenue collection Benefits assessments / payments / fraud National Non Domestic Rates Land Charges Legal advice	Customer and Shared Services Development Resources Customer and Shared Services Leader
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	<p>Corporate Office</p> <p>Environmental Management</p>	<p>Conveyancing Prosecutions and litigation Planning advocacy Data protection / Regulation of Investigatory Powers Contracts Document Centre</p> <p>Communication & marketing Corporate policy / research Corporate performance management Localism Economic Development Investment Estate</p> <p>Facilities Management Operational Estate Project / Contractual management Engineering and architectural design</p>	<p>Leader & Deputy Leader</p> <p>Strategic Economic Development (Leader)</p> <p>Resources</p>
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OVERVIEW AND SCRUTINY PANELS
(SOCIAL WELL-BEING)
(ECONOMIC WELL-BEING)
(ENVIRONMENTAL WELL-BEING)

4th OCTOBER 2011
6th OCTOBER 2011
11th OCTOBER 2011

WORK PLAN STUDIES
(Report by the Head of Legal and Democratic Services)

1. INTRODUCTION

- 1.1 The purpose of this report is to allow Members of the Panel to be informed of studies being undertaken by the other Overview and Scrutiny Panels.

2. STUDIES

- 2.1 The Council has a duty to improve the social, environmental and economic well-being of the District. This gives the Overview and Scrutiny Panels a wide remit to examine any issues that affect the District by conducting in-depth studies.
- 2.2 Studies are allocated according to the Overview and Scrutiny remits. Details of ongoing studies being undertaken by the two other Panels are set out in the attached Appendix.
- 2.3 Members are reminded that if they have a specific interest in any study area which is not being considered by their Panel there are opportunities for involvement in all the studies being undertaken.

3. RECOMMENDATION

- 3.1 The Panel is requested to note the progress of the studies selected.

BACKGROUND DOCUMENTS

Minutes and Reports from previous meetings of the Overview and Scrutiny Panels.

Contact Officers: Miss H Ali, Democratic Services Officer
01480 388006

Mrs A Jerrom, Member Development Officer
01480 388009

Mrs C Bulman, Democratic Services Officer
01480 388234

ONGOING STUDIES

STUDY	OBJECTIVES	PANEL	STATUS	TYPE
Visitor Development & Town Centre Vibrancy	To consider issues relating to Visitor Development & Town Centre Vibrancy.	Economic Well-Being	<p>Further information requested on the cost of the tourism service and the benefits it brings to both the Council and to the District.</p> <p>Noted that Tourism activity is not currently being undertaken. Study is on hold until circumstances change.</p>	Whole Panel Study
Leisure Centre Financial Performance and Employment Structure	<p>To review the overall financial performance and monitoring arrangements. To consider the current / future business structure.</p> <p>To consider whether an increase in income might be made by charging non-residents of the District a higher rate to use the Council's leisure centres.</p>	Economic Well-Being and Social Well-Being	<p>Meetings of the Working Group held on 3rd March, 28th April, 23rd June and 1st September 2011.</p> <p>Next meeting scheduled for 13th October 2011. Expected to conclude in the new year.</p> <p>Interim report submitted to Cabinet on 23rd June 2011. Cabinet requested the Executive Councillor for Organisational Development to review the Council's IT costs, including the basis upon which the IT network service is re-charged to users.</p>	Working Group

CCTV Provision within the District	To review the impact of the Council's proposal to cease the CCTV service with effect from April 2012.	Environmental Well-Being and Social Well-Being	Members received an update at their July meeting. Report anticipated in November 2011.	Whole Panel Study.
A14 improvements.	To review the implications to the local economy of the decision not to proceed with the A14 improvements.	Economic Well-Being	Agreed to invite a representative of the Highways Agency to a future meeting to discuss their plans in the event of an interruption to traffic flow.	Whole Panel Study.
Tree Strategy	To form a strategy in conjunction with the Tree Officers for the retention and planting of trees.	Environmental Well-Being	Working Group met on 27 July 2011. Draft Tree Strategy circulated to officers for comment. Councillor Davies reported to September meeting and Strategy will be presented to the Panel in due course.	Working Group.
Land Use for Agricultural Purpose in the context of planning policies and its contribution to the local economy.	To review the lack of promotion and protection of land for this purpose.	Environmental Well-Being	Scoping report to be submitted to a meeting in the Autumn.	To be determined.
Rural Transport	To review the provision of transportation in rural areas.	Environmental Well-Being	Transport for Cambridgeshire report received in July 2011. Comments conveyed to Cabinet.	To be determined.
Maintenance of Water Courses	To receive a presentation on the maintenance arrangements in place for Water Courses within the District.	Environmental Well-Being	Presentation to be delivered at a future meeting.	To be determined.

Waste Collection and Recycling Policies	To investigate the Council's waste collection and recycling policies.	Environmental Well-Being	Report to be submitted to November Panel meeting. The Panel has formed a working group to investigate the issues further.	To be determined.
District Council Support Services	To review the District Council's support services.	Economic Well-Being	Scoping report to be submitted to the November Panel meeting.	To be determined.
Development of the Alconbury Airfield site.	To consider the implications for the local economy from the establishment of a local enterprise zone on the former Alconbury Airfield site.	Economic Well-Being	Presentation to be given to November Panel meeting.	To be determined.

POSSIBLE FUTURE STUDIES

<p>The Employees Performance Development Review Process</p>	<p>To review the current process.</p>	<p>Economic Well-Being</p>	<p>Amendments to the Performance Related Pay System are being considered as part of the current years pay negotiations and the consultation on pay structure.</p>	<p>To be determined.</p>
<p>Business Rates</p>	<p>To consider the implications to the Authority from changes to Business Rates.</p>	<p>Economic Well-Being</p>	<p>Report to be prepared when further information is available.</p>	<p>To be determined.</p>

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Panel Date	Decision	Action	Response	Date for Future Action
	<p><u>Future Governance of Hinchingsbrooke Hospital: Consultation Arrangements</u></p> <p>13/05/09 This item was transferred over from the former Overview and Scrutiny Panel (Service Delivery). Dr Stephen Dunn, Hinchingsbrooke Next Steps Project Co-ordinator and Ms Jessica Bawden, NHS Cambridgeshire attended the Panel's January meeting to provide background to the consultation on the future governance arrangements for Hinchingsbrooke Hospital. Advised the Panel that the consultation was likely to commence at some point in the middle of the current calendar year.</p> <p>01/09/09 Panel advised that Councillor S J Criswell had been appointed as the District Council representative on the Stakeholder Panel.</p> <p>07/12/10 Subject to approval from the Department of Health and other regulators, Chairman announced that Circle has been appointed to take over the management contract of Hinchingsbrooke Hospital with effect from 1st June 2011.</p> <p>5/04/11 Representatives of Circle presented details of their operating model and vision to be employed once they have assumed responsibility for the governance of Hinchingsbrooke Hospital. Agreed to come back to the Panel to update Members on progress with the mobilisation phase of the project.</p>	<p>Panel to partake in the consultation when it emerges. Matter to be raised at a future Panel meeting.</p>		<p>TBC</p>

Panel Date	Decision	Action	Response	Date for Future Action
<p>18/05/11</p> <p>7/06/11</p>	<p><u>Corporate Plan – Growing Success</u></p> <p>Councillors S J Criswell and R J West appointed to Corporate Plan Working Group.</p> <p>The Panel expressed their wish for continued involvement by overview and scrutiny in monitoring the performance of the new Council Plan.</p>	<p>Process of monitoring yet to be determined.</p>		<p>TBC</p>
<p>6/7/10</p> <p>7/12/10</p>	<p><u>Consultation Processes</u></p> <p>Panel requested a scoping report on the Council's current consultation processes to be submitted to a future meeting. Members questioned whether the Council's approach to consultation was consistent across the authority and wished to be informed of what the current process was, what methods were used and how materials were prepared for this purpose.</p> <p>Councillor B S Chapman, Mr R Coxhead and Councillors Mrs P A Jordan, P G Mitchell, P D Reeve and R J West have been appointed onto a Working Group to pursue investigations further. The Working Group has been tasked with reviewing the Council's guidance on consultation methodology and to evaluate examples of previous consultations.</p>	<p>Working Group met on 15th December 2010, 18th January, 16th February 2011 and 1st April 2011. Further meetings held on 21st April and 2nd June 2011.</p>	<p>Final report submitted to Cabinet in July. Managing Director (Resources) to undertake investigations as to how the current process can be improved and to report to the Overview and Scrutiny Panel (Social Well-Being) and Executive Councillors on the outcomes.</p>	

Panel Date	Decision	Action	Response	Date for Future Action
	<p><u>One Leisure Performance</u></p> <p>4/01/11 Panel received a presentation on the performance of One Leisure. This presentation was also delivered to the January meeting of the Economic Well-Being Panel.</p> <p>1/02/11 Advised that the Economic Well-Being Panel established a joint working group to review the information presented to both Panels in greater depth. Councillors B S Chapman and J J Dutton and Mr R Coxhead were subsequently appointed on to the Working Group.</p> <p>07/06/11 Councillor Mrs D C Reynolds appointed to the Working Group.</p>	<p>Meetings held on 3rd March and 28th April 2011.</p> <p>Meetings held on 23rd June and 1st September 2011. Next meeting to be held on 13th October.</p>	<p>Interim report submitted to the Panel and Cabinet at their meetings in June 2011.</p>	
<p>4/01/11</p>	<p><u>Health Implications of the Night Time Economy</u></p> <p>With the agreement of the Overview and Scrutiny Panel (Economic Well-Being), Members agreed upon the transfer of the study on the health implications of the night time economy to be transferred to the Panel's work programme.</p>	<p>Background information to be submitted to a future meeting.</p>	<p>Request submitted to the Head of Environmental and Community Health Services. Report anticipated at Panel's November 2011 meeting.</p>	<p>1/11/11</p>

Panel Date	Decision	Action	Response	Date for Future Action
	<p><u>Voluntary Sector</u></p>			
7/12/10	Noted that an approach had been made by the Voluntary Sector to raise this item at a future Panel meeting. The matter was debated at the Council meeting in December 2010. The Chief Executive of the Hunts Forum of Voluntary Organisation will also be addressing the Panel at its February meeting.			
1/02/11	Presentation received. Panel agreed to investigate the full impact of the Council's budgetary proposals (which would take effect from 2013/14) and alternative ways of supporting the Voluntary Sector, to include Localism and the Big Society, at its March meeting.			
1/03/11	Working Group appointed comprising Councillors S Cawley, Mrs K E Cooper, P G Mitchell and R J West and Mrs M Nicholas who have been tasked with investigating matters raised during the course of the meeting.	First meeting held on 28 th March 2011 at the Maple Centre, Huntingdon.		
7/06/11	Councillors Mrs P A Jordan and K M Baker appointed to the Working Group.	Further meetings held 22 nd July and 23 rd August 2011. Site visits undertaken in September.	Report on the District Council's review of Voluntary Sector organisations to be submitted in October 2011. This item appears elsewhere on the Agenda.	04/10/11

Panel Date	Decision	Action	Response	Date for Future Action
6/7/10	<p><u>Gypsy and Traveller Welfare</u></p> <p>Agreed that gypsy and traveller welfare should be included within the Panel's work programme, with a view to informing any future Council policy on the identification of sites.</p>	<p>Report requested for submission to a future meeting. Following consultation with the Chairman, agreed that the study would proceed once Government guidance has been issued on future provision requirements.</p>		TBC
18/05/11	<p><u>Grant Aid</u></p> <p>This item was transferred over from the Economic Well-Being Panel in light of changes made to the Cabinet Portfolio responsibilities. Annual Report on organisations supported by grants through Service Level Agreements to be received by Panel.</p>		Report anticipated July 2012.	3/07/12
2/11/10	<p><u>Cambridgeshire Local Investment Plan</u></p> <p>Panel has requested for a separate report on the implications of the Investment Plan upon local housing, to include the potential shortfalls in the delivery of affordable housing within the District,</p>	<p>Request submitted to the Head of Housing Services. Advised that the</p>	Report anticipated in November 2011.	1/11/11

Panel Date	Decision	Action	Response	Date for Future Action
	identify what housing is due to come forward and to include reference to the underlying links between housing and planning.	Investment Agreement was due to be signed off in March 2011.		
<p data-bbox="215 552 315 579">7/06/11</p> <p data-bbox="215 687 315 715">6/09/11</p>	<p data-bbox="371 453 1066 515"><u>Review of Neighbourhood Forums In Huntingdonshire</u></p> <p data-bbox="371 552 1066 651">The Cabinet, at its meeting on 19th May 2011, requested the Panel to undertake a review of the Neighbourhood Forums in Huntingdonshire.</p> <p data-bbox="371 687 1066 919">Background report considered. Councillors S J Criswell, J J Dutton and R J West appointed onto a Working Group to initiate the Panel's investigations. County and District Council Members and Town and Parish Councils views on the Neighbourhood Forums will initially be sought and reported back to the Panel in November.</p>	<p data-bbox="1088 687 1368 954">Working Group meeting held on 19th September 2011. Letter sent to all those with an interest in the Forum on 21st September 2011.</p>	<p data-bbox="1391 687 1872 818">Views of County and District Members and Town and Parish Councils to be submitted to the Panel in November 2011.</p>	<p data-bbox="1921 687 2022 715">1/11/11</p>
<p data-bbox="215 1098 315 1125">7/06/11</p>	<p data-bbox="371 1032 577 1059"><u>Homelessness</u></p> <p data-bbox="371 1098 1066 1197">Requested a background report to be provided on the emerging issue of homelessness arising as a result of changes to the Housing Benefit system.</p>	<p data-bbox="1088 1098 1368 1197">Request submitted to the Head of Housing Services.</p>		<p data-bbox="1944 1098 2000 1125">TBC</p>

Panel Date	Decision	Action	Response	Date for Future Action
7/06/11	<p><u>Cambridgeshire Safer and Stronger Overview and Scrutiny Committee Study – Domestic Abuse</u></p> <p>Councillor Mrs D C Reynolds appointed as the Panel's representative on the study being undertaken by the County Council.</p>		Councillor Mrs D C Reynolds to report as and when necessary.	
<p>05/04/11</p> <p>05/10/10</p> <p>1/01/11</p>	<p><u>Huntingdonshire Strategic Partnership (HSP)</u></p> <p>The Panel has a legal duty to scrutinise the work of the HSP, with three thematic groups of the HSP falling within its remit.</p> <p>Huntingdonshire Community Safety Partnership</p> <p>Annual review of the work of the Partnership undertaken. Members have expressed their satisfaction that appropriate accountability and reporting mechanisms are in place.</p> <p>Children and Young People</p> <p>Details of the thematic group's outcomes and objectives have been received together with the latest report of the group, outlining its terms of reference, membership and current matters being discussed.</p> <p>Health and Well-Being</p> <p>Background information received on the thematic</p>			

Panel Date	Decision	Action	Response	Date for Future Action
	group's outcome and objectives, terms of reference, membership and current matters being discussed.			
4/10/11	<u>Forward Plan</u> Disabled Facilities Grants – Charges on Properties		This item appears elsewhere on the Agenda.	4/10/11