

A meeting of the **OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING)** will be held in **CIVIC SUITE 0.1B, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **TUESDAY, 6 MARCH 2012** 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 7th February 2012.

**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 - 10)

A copy of the current Forward Plan, which was published on 10th February 2012, 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. CONSULTATION PROCESSES - AN UPDATE (Pages 11 - 12)

To receive a report from the Corporate Office providing an update on the Council's Consultation Processes.

**Mrs L Sboui
388032**

20 Minutes.

5. VOLUNTARY SECTOR FUNDING (Pages 13 - 14)

To consider a report by the Head of Legal and Democratic Services on Voluntary Sector Funding.

**A Roberts
388015**

20 Minutes.

6. **POLICE AND CRIME COMMISSIONERS** (Pages 15 - 26)
- To consider a report by the Head of Legal and Democratic Services on the Police and Crime Commissioner.
- A Roberts
388015**
- 20 Minutes.**
7. **NEIGHBOURHOOD FORUMS WORKING GROUP**
- A meeting of the Working Group will be held on Monday, 27th February 2012 and an update will be **TO FOLLOW**.
- Miss H Ali
388006**
- 15 Minutes.**
8. **ONE LEISURE WORKING GROUP**
- A meeting of the Working Group will be held on Tuesday, 28th February 2012 and an update will be **TO FOLLOW**.
- A Roberts
388015**
- 15 Minutes.**
9. **CAMBRIDGESHIRE ADULTS, WELLBEING AND HEALTH OVERVIEW AND SCRUTINY COMMITTEE** (Pages 27 - 38)
- To receive an update from Councillor R J West on the outcome of recent meetings of the Cambridgeshire, Adults Wellbeing and Health Overview and Scrutiny Committee.
- 5 Minutes.**
10. **WORK PLAN STUDIES** (Pages 39 - 42)
- 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.**
11. **OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING) - PROGRESS** (Pages 43 - 50)
- 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.**
12. **SCRUTINY** (Pages 51 - 58)
- To scrutinise decisions as set out in the Decision Digest and to raise any other matters for scrutiny that fall within the remit of the Panel.
- 5 Minutes.**

Dated this 27 day of February
2012



Head of Paid Service

Notes

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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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING) held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 7 February 2012.

PRESENT: Councillor S J Criswell – Chairman.

Councillors S Akthar, K M Baker, I C Bates,
J J Dutton, S M Van De Kerkhove,
Mrs D C Reynolds and R J West.

Mrs M Nicholas – Co-opted Member.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors Mrs J A Dew and Mrs P A Jordan and Mr R Coxhead.

90. MINUTES

The Minutes of the meeting of the Panel held on 3rd January 2012 were approved as a correct record and signed by the Chairman.

91. MEMBERS' INTERESTS

Councillor J J Dutton declared a personal interest in Minute No. 93 by virtue of being a Member of Cambridgeshire County Council.

92. 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 February to 31st May 2012.

93. NHS CONSULTATION: PROPOSED REDESIGN OF MENTAL HEALTH SERVICES ACROSS CAMBRIDGESHIRE AND PETERBOROUGH

(Ms A Newton, Director of Operations and Ms C Mitchell, Director of Integrated Commissioning for Cambridgeshire and Peterborough NHS Foundation Trust and Ms C Warner, Commissioning Service Improvement Manager for Mental Health, were in attendance for consideration of this item).

Pursuant to Minute No. 11/79, the Panel received a presentation from Ms A Newton and Ms C Mitchell, Director of Operations and Director of Integrated Commissioning for Cambridgeshire and Peterborough NHS Foundation Trust respectively, on the way the provision of mental health services had change in the last 30 years, the clinical rationale for the closure of Acer Ward, the availability of acute care services and the decision made by NHS Cambridgeshire to relocate

the Crisis Resolution Home Team back in Huntingdon. Responses to each of the points made by the Panel in its first submission on the consultation on the Proposed Redesign of Mental Health Services Across Cambridgeshire and Peterborough were also provided.

The Chairman reminded Members that since the previous meeting, NHS Cambridgeshire representatives had attended a briefing session for all Members on the proposals, which took place on 1st February 2012. He indicated that he had also met with Circle Healthcare, NHS Cambridgeshire representatives and the Executive Councillor for Healthy and Active Communities to discuss options to preserve the mental health facility at Hinchingsbrooke Hospital. Circle had confirmed that they would be submitting their own response to the consultation but that this would have an operational orientation intended to ensure that robust arrangements would be in place at the Hospital to deal with mental health patients.

The Chairman reported that he had received feedback from patients who had utilised the mental health facility in Peterborough. He outlined the experiences which had been reported to him relating to the poor quality of food, the lack of continuity of care with staff and the fact that the ward accommodated both drug and alcohol abuse patients and patients diagnosed with clinical depression. The latter was of particular concern to Members in light of the fact that those requiring intense treatment often made other patients feel at unease thereby delaying their rehabilitation.

The Panel asked a number of questions and made a series of comments on the cost of improvement works at Acer Ward in comparison to the projected cost of upgrading the Cambridge facility, the travel and associated cost implications of the proposals for patients and their families and friends, the need for clarity regarding the Hospital transportation system, the impact on the service of population projections for its entire catchment which included neighbouring Counties and the methods employed by NHS Cambridgeshire to deliver assurances to residents about the proposed changes. A suggestion was made that an acute unit should be co-located alongside the Crisis Resolution Home Team. Other matters that were discussed included whether transitional arrangements would be in place if the proposals were accepted by the NHS Board, the availability of supported housing and how outcomes would be monitored in the future.

On the basis of their discussions, the Panel unanimously expressed the view that the case for the closure of Acer Ward had not been justified. Members reiterated the view that an acute facility in Hinchingsbrooke Hospital formed an integral part of the redesign of mental health services across Cambridgeshire and Peterborough. However, they expressed support for the proposals to strengthen and enhance the primary community services available to mental health patients, their carers and their families and, in particular, they welcomed the decision to relocate the Crisis Resolution Home Team back to Huntingdon. Should Acer Ward be formally closed, the Panel sought assurances that a budget would be established on an ongoing basis to assist patients travelling to and from alternative Wards.

Having been informed that NHS Cambridgeshire had offered the

Panel an opportunity to submit further comments on the proposals which would be incorporated within the full consultation summary report due to be presented to the NHS Board meeting on 28th March 2012, the Panel

RESOLVED

that NHS Cambridgeshire be formally notified of the Panel's additional views on the Proposed Redesign of Mental Health Services Across Cambridgeshire and Peterborough.

94. HUNTINGDONSHIRE STRATEGIC PARTNERSHIP: HEALTH AND WELL-BEING THEMATIC GROUP

(Councillor T D Sanderson, Executive Councillor for Healthy and Active Communities and Mrs S Smith, Chairman of the Huntingdonshire Health and Well-Being Group, were in attendance for consideration of this item).

With the aid of a presentation by Dr S Lammin, Head of Environmental and Community Health Services, and Mrs S Smith, Chairman of the Huntingdonshire Health and Well-Being Group, the Panel was acquainted with the purpose of the Group. It had been established to reduce health inequalities, encourage individuals to choose healthy lifestyles, prevent accidents and increase opportunities for vulnerable people to live independently.

Members were informed that the priorities set for Huntingdonshire were based on evidence of need derived from the Joint Strategic Needs Assessment, the Huntingdonshire Sustainable Community Strategy and the Health Inequalities Strategy. Having had their attention drawn to the Group's terms of reference, Action Plan and Membership (copies of which are appended in the Minute Book) the Panel noted the key strategic links that the Group had to the Huntingdonshire Children and Young Peoples Partnership, the Huntingdonshire Community Safety Partnership and local Commissioning Groups.

It was reported that new strategic governance arrangements were being developed through a County Health and Well-Being Board and it was hoped the new arrangements would be in place by April 2013. In the meantime, a Shadow Board had been established during the transition period, which comprised a wider network of groups including Local Health Partnerships. The Panel discussed the role of the District Lead Members' Forum for Health and Well-Being and acknowledged the rapidly changing and complex environment in which the Group operated. In concluding their discussions, Members requested sight of the Joint Health and Well-Being Strategy before it was adopted and confirmed their wish to review the Group's Action Plan at future meetings.

95. EXCLUSION OF THE PUBLIC

RESOLVED

that the public be excluded from the meeting because the business to be transacted contains exempt information relating

to the financial or business affairs of any particular person (including the authority holding that information).

96. FUNDING FOR CCTV

(Councillor T D Sanderson, Executive Councillor for Healthy and Active Communities, was in attendance for consideration of this item).

With the assistance of a report by the Head of Operations (a copy of which is appended in the Annex to the Minute Book) the Panel received an update on the future operation of the CCTV service.

The Executive Councillor for Healthy and Active Communities outlined the background to the report and apprised Members of the outcome of discussions with partner organisations and the level of contributions that would be made by them to assist with meeting the costs of an enhanced service. The Panel was then informed of the deliberations of the Overview and Scrutiny Panel (Economic Well-Being) on the report. Members accepted a request by the Economic Well Being Panel for the Social Well-Being Panel to monitor the impact of changes to the service arising from future budget decisions.

Members discussed the implications of the future proposals for the service for staff together with the options available to provide cover in the CCTV Control Room during periods when staff were absent. In concluding their deliberations, the Panel requested a report back from the Head of Operations on the service changes in 2012/13. Whereupon, it was

RESOLVED

- (a) that the content of the report now submitted be noted; and
- (b) that a report on service changes in 2012/13 be submitted to a future Panel meeting.

97. RE-ADMITTANCE OF THE PUBLIC

RESOLVED

that the public be readmitted to the meeting.

98. MONITORING OF SECTION 106 AGREEMENTS (PLANNING OBLIGATIONS)

The Panel gave consideration to a report by the Head of Operations (a copy of which is appended in the Minute Book) which provided an update on the receipt and expenditure of money negotiated under Section 106 Agreements. Mr J Craig, Service Development Manager, provided a brief update on progress since the report was produced and informed the Panel that responsibility for monitoring S106 Agreements would transfer to the Head of Planning Services with effect from 1st April 2012.

Having welcomed the progress made over the previous year to implement various schemes, the Panel was informed of progress with

the development of an intranet site, which would give Members access to S106 documents and provide updates on schemes.

99. NEIGHBOURHOOD FORUMS WORKING GROUP

Councillor S J Criswell reported on the discussions that had taken place at a meeting of the Neighbourhood Forums Working Group held on 19th January 2012, when the Huntingdonshire Area Commander for the Police, Chief Inspector C Mead, and the Safer Neighbourhood Manager, Inspector M Greenhalgh, were in attendance. The Police had indicated that they were happy with the Working Group's proposals thus far.

Preliminary discussions on the format of the new Forums had been held with Cambridgeshire County Council who had indicated their wish to roll out the proposed model for Huntingdonshire across the County. Members were advised that work continued to be undertaken on the proposed boundaries and elected Member representation for each area and the constitutional terms for the new Forums. Finally, it was reported that the existing Forums would be meeting for the final time under the present arrangements in April 2012 and that the new model would start operating in June 2012.

Councillor J J Dutton reported that the Police were in the process of holding "Meet and Greet" sessions for local stakeholders. He placed on record his concerns about Police Authority proposals for changes to services following reductions in police funding.

100. CABINET FEEDBACK - ONE LEISURE FINANCE

The Panel received and noted a report from the Cabinet (a copy of which is appended in the Minute Book) outlining their deliberations on the Panel's joint study with the Economic Well-Being Panel on the financial performance of One Leisure. Members noted that the Cabinet had accepted and approved the study's recommendations. Accordingly, the Working Group would be assisting the Executive Councillor for Healthy and Active Communities with the development of a new business model for One Leisure and a methodology for the quantification of "social value".

101. CAMBRIDGESHIRE ADULTS, WELLBEING AND HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Councillor R J West reported that a meeting of the Cambridgeshire Adults, Well-Being and Health Overview and Scrutiny Committee was scheduled for the following day when consideration would be given to the budget and the transformation of services.

102. WORK PLAN STUDIES

The Panel received and noted the content of a report by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) which contained details of studies being undertaken by the Overview and Scrutiny Panels for Economic Well-Being and for Environmental Well-Being. Members were reminded of the opportunity that they had to partake in any of the other studies should they wish. Councillor R J West delivered a brief update on progress

made by the Design Principles for Future Development Working Group and reported that a site visit to Loves Farm, St Neots would be undertaken by the Working Group on 2nd March 2012.

103. 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 its recent discussions and decisions. The Chairman reported that he had attended a meeting of the Hinchingsbrooke Hospital Stakeholder Panel to discuss Circle Healthcare's 16 Point Plan for the Hospital. Members were reminded that representatives of Circle would be in attendance at the Panel's April 2012 meeting.

Having been informed that work was underway to develop performance measures for the Council Plan, the Panel requested that the Corporate Plan Working Group was consulted on the draft performance framework before it was adopted.

104. SCRUTINY

The 121st Edition of the Decision Digest was received and noted.

Chairman

FORWARD PLAN OF KEY DECISIONS

Prepared by
Date of Publication:
For Period:

Councillor J D Ablewhite
10 February 2012
1st March to 30 June 2012

Membership of the Cabinet is as follows:-

Councillor J D Ablewhite	- Executive 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 Executive 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 Resources	Shufflewick Cottage Station Row Tilbrook PE28 OJY Tel: 01480 861941 E-mail: Jonathan.Gray@huntingdonshire.gov.uk
Councillor D M Tysoe	- Executive Councillor for Environment	Grove Cottage Maltings Lane Ellington Huntingdon PE28 OAA Tel: 01480 388310 E-mail: Darren.Tysoe@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
Review of HR Service*** ∞	Cabinet	22 Mar 2012	None.	Helen Donnellan, Corporate Team Manager Tel No. 01480 388263 or email Helen.Donnellan@huntingdonshire.gov.uk		J D Ablewhite	Economic Well-Being
Community Infrastructure Levy Governance Principles	Cabinet	22 Mar 2012	CIL Evidence Base	Steve Ingram, Head of Planning Services Tel No. 01480 388400 or email Steve.Ingram@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
Waste Collection Policies	Cabinet	22 Mar 2012	None.	Eric Kendall, Head of Operations Tel No. 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		D Tysoe	Environmental Well-Being
Location of the Call Centre	Cabinet	22 Mar 2012	Previous Cabinet Papers	Julia Barber, Head of Customer Services Tel No 01480 388105or email Julia.Barber@huntingdonshire.gov.uk		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
Cambs Renewable Infrastructure Framework	Cabinet	22 Mar 2012	CCC - Cambs Renewable Infrastructure Framework Strategy	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Endorse as Council Policy	N J Guyatt D Tysoe	Environmental Well-Being
Cambs Community Energy Fund	Cabinet	22 Mar 2012	CCC - Community Energy Fund Strategy	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Endorse as Council Policy	N J Guyatt D Tysoe	Environmental Well-Being
One Leisure, St. Ives - Outcome of Tender Exercise***	Cabinet	19 Apr 2012	None.	Simon Bell, General Manager, One Leisure Tel No. 01480 388049 or email Simon.Bell@huntingdonshire.gov.uk		T D Sanderson	Economic Well-Being
Statement of Community Involvement***	Cabinet	19 Apr 2012	None.	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk			
Waste Collection - Round Optimisation***	Cabinet	19 Apr 2012	None.	Eric Kendall, Head of Operations Tel No. 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		D Tysoe	Environmental Well-Being
Community Infrastructure Levy (CIL)	Cabinet	19 Apr 2012	Examination in Public Report	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 - or email Paul.Bland@huntingdonshire.gov.uk	Outcome of Examination and recommend adoption to Council	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
Bearscroft Farm Urban Design Framework	Cabinet	17 May 2012	None.	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
Planning for Sustainable Drainage Systems (SuDs)	Cabinet	17 May 2012	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

OVERVIEW & SCRUTINY PANEL (SOCIAL WELL BEING)

6TH MARCH 2012

CONSULTATION PROCESSES – AN UPDATE (Report by Corporate Team Manager)

1. INTRODUCTION

- 1.1 A report by the Overview & Scrutiny Panel (Social Well-Being) was submitted to Cabinet on 23rd June 2011 on their Working Group findings of a review of the Council's consultation and engagement policies, procedures and practices. The Cabinet were informed that the study arose following concerns raised during 2010 by members of the public over perceived weaknesses in the consultation procedures used by the Council and decisions taken following the consultation.
- 1.2 The Working Group identified a number of findings and made a number of recommendations. Cabinet emphasised that these recommendations needed to be considered carefully given their impact on staff time and resources. It was resolved that the contents of the report were noted and that the Managing Director (Resources) undertake further investigations as to how current consultation and engagement processes could be improved and to report back to Cabinet and Overview & Scrutiny Panel (Social Well-Being).

2. PROGRESS

- 2.1 Two recommendations have already been achieved, these being:
 - Officers should be encouraged wherever possible to utilise the Consultation & Engagement Calendar and Database – email's have been sent encouraging all Heads of Service and Activity Managers to use the calendar and database and twice a year they are emailed requesting completion of the Consultation Forward Plan template
 - A Consultation Forward Plan should be developed which includes an outline of all consultation that were forthcoming over the course of the year – a Consultation Forward Plan was established in July 2011 and was sent to Members in August 2011, this will continue to be updated and circulated to Members twice a year.
- 2.2 All other recommendations contained within the Working Group Report will be considered as part of the review of the Council's Consultation & Engagement Strategy, the remaining recommendations can be found by clicking on the link in Background Information below. The restructure of Policy, Performance & Partnerships and the formation of the Corporate Office has meant that the review of this Strategy has been delayed, it has now been rescheduled to fit in with the Corporate Office project plan; this review will now commence April 2012 and will involve the Overview & Scrutiny Panel (Social Well-Being) Working Group.

- 2.3 It should be noted that Planning Services are in the process of reviewing the Statement of Community Involvement (SCI), this statement sets out how and when the Council, as the Local Planning Authority, will seek to engage with local communities regarding planning matters. It replaces our previous Statement of Community Involvement, adopted in 2006, to help people get involved in the preparation of our new Local Plan. The Corporate Office has been consulted as part of this review. A six week public consultation exercise commenced on Friday 3rd February.

4. CONCLUSION AND RECOMMENDATIONS

- 4.1 Note the progress made with the Panel's recommendations so far and the rescheduling of the review of the Consultation & Engagement Strategy.

BACKGROUND INFORMATION

Notes from Cabinet 23rd June 2011 and copy of Overview & Scrutiny Panel (Social Well-Being) report on Consultation Processes.

<http://modern.gov.huntsdc.gov.uk:8070/ielssueDetails.aspx?IId=37832&PlanId=0&Opt=3#AI34812>

**Contact Officer: Louise Sboui Corporate Project Officer
(Policy & Performance)
☎ 01480 388032**

OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING)

6TH MARCH 2012

VOLUNTARY SECTOR FUNDING (Report by the Head of Legal and Democratic Services)

1. INTRODUCTION

1.1 The purpose of this report is to advise Members of a request by the Economic Well-Being Panel for the Social Well-Being Panel to examine the proposed future relationship between the Council and the voluntary sector.

2. BACKGROUND

2.1 At the Panel meeting in January, Members gave consideration to a proposal to establish an indicative budget for voluntary sector support for the 2013/14 financial year. The report identified options for the distribution of future funding. The Overview and Scrutiny Panel (Economic Well-being) also considered the report. Subsequently, the Economic Well-Being Panel discussed this matter again during its deliberations on the Budget and MTP. As a result, the Economic Well-Being Panel asked that the Social Well-Being Panel is informed of the next steps that will be taken to finalise future arrangements between the sector and the Council. The Economic Well-Being Panel also asked the Social Well-Being Panel to examine in detail the policies and mechanisms that are proposed for this purpose.

2.2 The Cabinet, at its meeting on 16th February 2012, accepted the Economic Well-Being Panel's suggestion and confirmed that the Overview and Scrutiny Panel (Social Well-Being) is requested to undertake this work.

3. CONCLUSION

3.1 The Social Well-Being Panel has had extensive involvement in the process leading to the approval of the indicative budget for the voluntary sector for 2013/14 and the mechanisms through which it will be distributed. The Overview and Scrutiny Panel (Economic Well-Being) has asked the Panel to look at the next steps in the process leading to the finalisation of arrangements between the Council and the Voluntary sector and what those arrangements will be.

3.2 The Panel is invited to consider the request by the Overview and Scrutiny Panel (Economic Well-Being) and the Cabinet and to determine how to proceed.

BACKGROUND PAPERS

Report and Minutes of the Overview and Scrutiny Panel (Economic Well-Being) meetings held on 3rd January and 7th February 2012 and of the Cabinet meeting held on 16th February 2012.

Contact Officer:

A Roberts, Scrutiny and Review Manager

☎ 01480 388015

✉ Anthony.Roberts@huntingdonshire.gov.uk

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OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING)

6TH MARCH 2012

POLICE AND CRIME COMMISSIONERS (Report by the Head of Legal and Democratic Services)

1. INTRODUCTION

- 1.1 On 15th November 2012, a Police and Crime Commissioner will be elected for Cambridgeshire and he/she will take office on 22nd November. Although the Commissioner will be scrutinised by a Police and Crime Panel, the Social Well-Being Panel has an interest in this as, within the Council, it is responsible for scrutinising Crime and Disorder matters.

2. BACKGROUND

- 2.1 As has been said, elections for the Commissioner will take place on 15th November. The Commissioner will take office on 22nd November 2012. This will be a four-year term of office. The next election will be in May 2016 then four-yearly in May thereafter.

Police and Crime Commissioners will have responsibility for:

- Appointing the Chief Constable and holding them to account for the running of their force
- Setting out a 5 year Police and Crime Plan based on local priorities (developed in consultation with the Chief Constable, communities and others)
- Setting the annual local precept and annual force budget
- Making grants to organisations aside from the police (including but not limited to Community Safety Partnerships)

They will provide strong local leadership (underpinned by their democratic mandate) in the drive to cut crime and keep communities safe across a range of agencies and partnerships. There will be specific duties designed to achieve this:

- The community safety duty, specifies that a Commissioner must “in exercising its functions, have regard to the relevant priorities of each responsible authority (including the District Council); and
- The criminal justice duty states that the Commissioner and criminal justice bodies in that police area, “must make arrangements (so far as it is appropriate to do so) for the exercise of functions so as to provide an efficient and effective criminal justice system for the police area.”

Further details on the role of the Commissioner can be found in the attached Appendix.

- 2.2 As has been said, the Commissioner will be scrutinized by a Police and Crime Panel (PCC). A Policing Protocol was introduced by the Government in November 2011. It specifies clearly the PCC's role and powers:

“The PCC

The PCC within each force area has a statutory duty and electoral mandate to hold the police to account on behalf of the public.

The PCC is the recipient of all funding, including the government grant and precept and other sources of income, related to policing and crime reduction and all funding for a force must come via the PCC. How this money is allocated is a matter for the PCC in consultation with the Chief Constable, or in accordance with any grant terms. The Chief Constable will provide professional advice and recommendations.

The PCC has the legal power and duty to—

- (a) set the strategic direction and objectives of the force through the Police and Crime Plan (the Plan), which must have regard to the Strategic Policing Requirement set by the Home Secretary;
- (b) scrutinise, support and challenge the overall performance of the force including against the priorities agreed within the Plan;
- (c) hold the Chief Constable to account for the performance of the force's officers and staff;
- (d) decide the budget, allocating assets and funds to the Chief Constable; and set the precept for the force area;
- (e) appoint the Chief Constable (except in London where the appointment is made by the Queen on the recommendation of the Home Secretary);
- (f) remove the Chief Constable subject to following the process set out in Part 2 of Schedule 8 to the 2011 Act and regulations made under section 50 of the Police Act 1996(a);
- (g) maintain an efficient and effective police force for the police area;
- (h) enter into collaboration agreements with other PCCs, other policing bodies and partners that improve the efficiency or effectiveness of policing for one or more policing bodies or police forces in consultation with the Chief Constable (where this relates to the functions of the police force, then it must be with the agreement of the Chief Constable);
- (i) provide the local link between the police and communities, working to translate the legitimate desires and aspirations of the public into action;
- (j) hold the Chief Constable to account for the exercise of the functions of the office of Chief Constable and the functions of the persons under the direction and control of the Chief Constable;
- (k) publish information specified by the Secretary of State and information that the PCC considers necessary to enable the people who live in the force area to assess the performance of the PCC and Chief Constable;
- (l) comply with all reasonable formal requests from the Panel to attend their meetings;
- (m) prepare and issue an annual report to the Panel on the PCC's delivery against the objectives set within the Plan;
- (n) monitor all complaints made against officers and staff, whilst having responsibility for complaints against the Chief Constable."

2.3 The Home Office will provide PCCs with funding. This will be £53,300 plus £920 per Councillors for expenses (pro rata in the first year). This is intended to cover meeting costs, including the procurement of scrutiny support. The level of funding will be regularly reviewed.

- 2.4 Regulations will be produced covering PCC's right of veto, the Home Secretary's powers where partners have not been able to establish a PCC, and other practical matters such as nominations, appointments and notifications. Guidance will be published in the Spring.
- 2.5 With regard to the PCC, in the short term, partner authorities will have to identify a host authority, the PCC's Membership and its operating arrangements. A key issue will be the composition of the PCC. There should be a minimum of 10 Councillors and two co-opted individuals. The maximum size is 20 Councillors and co-opted members. There is a requirement that, as far as possible, the PCC should be balanced in terms of Members' political allegiances, their skills, knowledge and experience and the geography of the area. Achieving such balance will be a particular challenge in a two tier area such as Cambridgeshire, which will also include Peterborough. It is likely that the Centre for Public Scrutiny and/or the Local Government Association will be producing guidance to assist the setting up process. Discussions are already on-going locally in this respect with a view to establishing a shadow PCC in June to enable inductions to take place prior to the Commissioner taking office.
- 2.6 While all this is going on, the Council will still have a duty to scrutinise the local Crime and Disorder Reduction Partnership. Huntingdonshire Community Safety Partnership will invite new Commissioner to attend its 10th January 2013. Consideration will need to be given to how the local authority scrutiny and the work of the PCC will be circumscribed. The Cambridgeshire Scrutiny Network has started to do this.

3. CONCLUSION

- 3.1 The introduction of Commissioners represents a significant change in local crime and disorder arrangements. The Council is a relevant authority and will be involved in scrutinising his/her work. It will be important for the Panel to monitor how the new arrangements progress and to develop its own role in scrutinising crime and disorder matters.

BACKGROUND PAPERS

<http://www.homeoffice.gov.uk/police/police-crime-commissioners/>

Police and Crime Commissioners – What partners need to know, Home Office

Contact Officer:

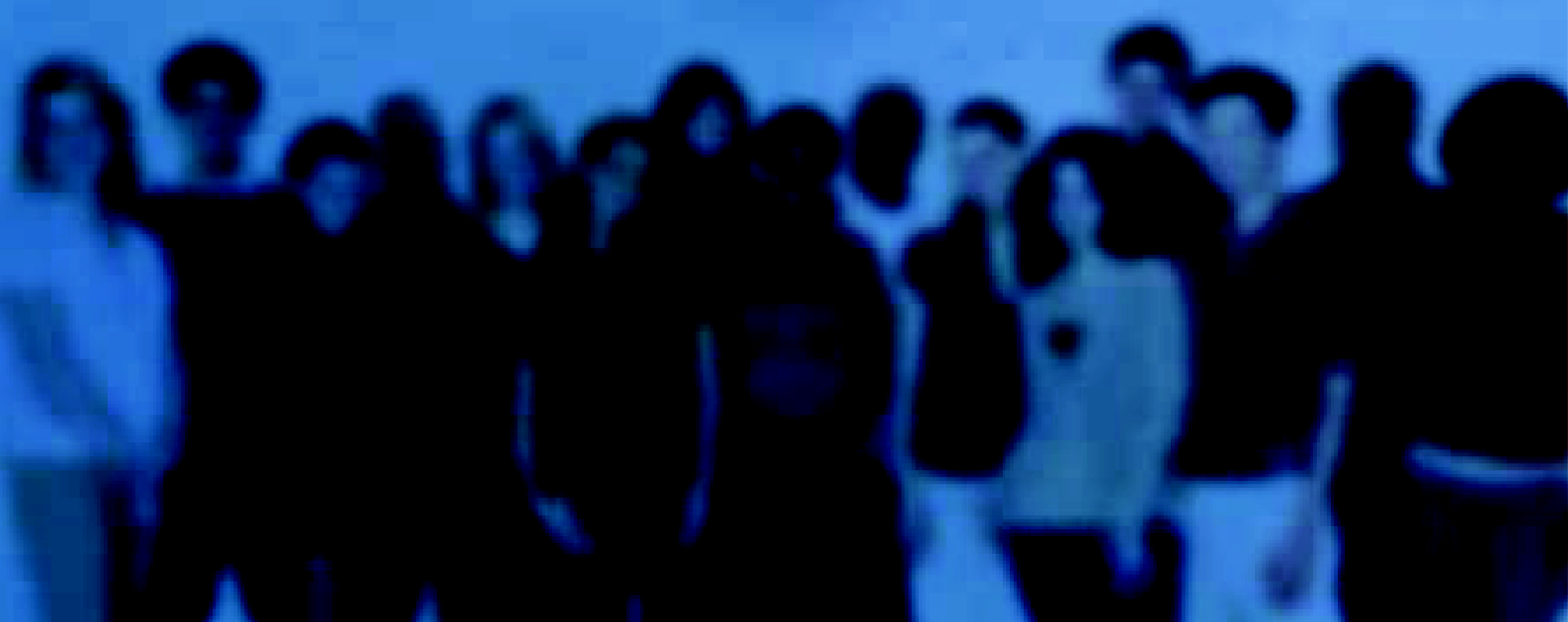
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POLICE AND CRIME COMMISSIONERS

What partners need to know



Police and Crime Commissioners – What you need to know

Police and Crime Commissioners will be elected for every police force area in England and Wales outside London in November 2012. They will be at the vanguard of the Government's crime and policing reforms and are part of a programme of work to decentralise control and to put the public in the driving seat. This note explores the implications of these landmark policing reforms for other local leaders with whom Commissioners will need to work in partnership.

The Commissioner

The first elections will take place on 15th November 2012, with elected Commissioners taking up office a week later. Police and Crime Commissioners will have responsibility for:

- Appointing the Chief Constable and holding them to account for the running of their force
- Setting out a 5 year Police and Crime Plan based on local priorities (developed in consultation with the Chief Constable, communities and others)
- Setting the annual local precept and annual force budget
- Making grants to organisations aside from the police (including but not limited to Community Safety Partnerships)

Working in partnership

Commissioners will be new entrants to a complex local leadership landscape and will need to work collaboratively. Collective local leadership on crime, justice and community safety will be the key to cutting crime and improving outcomes for local people.

The mechanisms and practices of partnership working are complex and have developed over time. A Commissioner new to criminal justice (or perhaps new to the public sector altogether)

might be impatient with this complex landscape. The reforms may provide an opportunity for local leaders to review the current partnership landscape (where this is not already underway) with a view to simplifying and streamlining ways of working together.

Police and Crime Commissioners will need to work with a broad range of organisations and local authorities will be vital partners. In addition to a focussed role in scrutinising the Commissioner through Police and Crime Panels, local authorities and elected members will need to work closely with commissioners as partners. They will share an interest in improving outcomes and services in a range of areas from community safety and youth justice to health, safeguarding and civil contingencies.

The Government will be consulting on a potential future role for Commissioners in relation to support services for victims.

Commissioning

As well as their core policing role, Commissioners will have a remit to cut crime, and will have commissioning powers and funding to enable them to do this. Commissioners will need to work with each other and to have regard to cross border and national issues but, critically, they will need to work effectively with other local leaders in their police force area. This will include work to influence how all parties prioritise and bring together their resources to find local solutions to meet local problems and priorities. Strong partnership working, as well as exploring new working arrangements, will be central to success.

The Police Reform and Social Responsibility Act 2011 provides powers for Commissioners to award grants to any organisation or body they consider will support their community safety priorities. Commissioners will receive some consolidated grants made up of funding currently provided to a range of organisations and may decide to use them on projects that support their community safety objectives. Commissioners will be free to pool funding with local partners and will have flexibility to

decide how to use their resources to deliver against the priorities set out in the Police and Crime Plan.

In order to minimise bureaucracy and prevent disruption to programmes, Ministers have decided that existing arrangements for community safety and partnership funding will continue during 2012-13. In 2013-14, in addition to the main police grant and precept, Police and Crime Commissioners will also receive funding from the Community Safety Fund which will support local priorities which might include tackling drugs and crime, reducing re-offending, and improving community safety.

As Police and Crime Commissioners will be commissioning services to cut crime, the right connections will need to be in place with other local strategic and commissioning frameworks. For instance, new health commissioning arrangements are being introduced in England on a similar timetable. Health and Wellbeing Boards will be vital partners for Commissioners given their role in determining joint needs assessments against which services will be commissioned. Commissioners will need to develop common cause with partners on a range of crime and health issues and they will need to find the best ways to engage and influence, locally. This influencing role will be particularly critical with local authority and health partners and in Wales, with the Welsh Government, who will also have considerable spending power. Commissioners may wish to explore how innovative financial models such as payment by results or community budgets could operate and be used to transform how local services are designed and delivered to meet local needs.

For bodies hoping to be directly commissioned by the new Commissioners, including those who have historically been centrally funded, there is much that can be done to prepare. Ahead of the arrival of Commissioners in November (and, importantly, ahead of candidates declaring themselves over coming months) service leaders will want to ensure that the business case for existing programmes, or proposals for new approaches are robust. This could include considering the evidence base and value for money of programmes as well as

considering the fit between current partnership priorities, the needs of individuals and the potential interests of the Commissioner. This will apply equally to the statutory and voluntary sectors. Many areas are already initiating discussion amongst partners about the changes and how best to make the reforms work in their areas. In some places this includes considering how local leaders could support commissioning across multiple partnerships, agencies and areas or looking at driving better value for money providing a potential platform for work with the new Commissioner.

Cooperative duties

Police and Crime Commissioners will provide strong local leadership (underpinned by their democratic mandate) in the drive to cut crime and keep communities safe across a range of agencies and partnerships. Commissioners will need to work with other local leaders to improve outcomes for communities, and ensure that local resources are used effectively and efficiently. This could include channelling collective local efforts to join up the criminal justice system, drive out waste or streamline partnership arrangements. They could be a catalyst for partnership work to cut crime, encouraging joint planning, commissioning and prioritisation.

The Police Reform and Social Responsibility Act 2011 puts in place a flexible framework for partnership working between the Commissioner and their community safety and criminal justice partners. This includes two interrelated, reciprocal duties to cooperate (outlined at Section 10 of the Act) that will bind together the responsible authorities who work in partnership to deliver safer communities, as well as the partners across the criminal justice system. In Wales, these duties do not apply to functions devolved to the Welsh Government, although Commissioners and local partners should consider how their full range of functions and priorities can be aligned.

Though the two partnership duties are worded slightly differently, their intention is the same – to ensure that local leaders work together in the

public interest in order to maximise their collective impact. The **community safety duty**, specifies that a Commissioner must “in exercising its functions, have regard to the relevant priorities of each responsible authority”, referring to the authorities named in the Crime and Disorder Act 1998 and its amendments (Probation, Health, Local Authority, Police and Fire). It further specifies that the Commissioner and responsible authorities “must act in co-operation with each other” in exercising functions conferred by the 1998 Act. Commissioners will also have some specific powers in relation to community safety, which previously resided with the Home Secretary as they will be able to require a report from the responsible authorities on an issue of concern and to merge community safety partnerships with the consent of the authorities themselves. Regulations will also give Commissioners a new power to call the responsible authorities from the various community safety partnerships together to discuss issues affecting the whole police area.

The **criminal justice duty** states that the Commissioner and criminal justice bodies in that police area, “must make arrangements (so far as it is appropriate to do so) for the exercise of functions so as to provide an efficient and effective criminal justice system for the police area.” The criminal justice bodies included within this duty are those which currently comprise Local Criminal Justice Boards (Police, Prosecution, Courts, Youth Offending Teams, Prisons and Probation). This duty is framed in different terms to the community safety duty so that there can be no suggestion of Commissioners influencing decisions taken by criminal justice partners in individual cases – in particular, the independence of the judiciary and prosecutors is preserved.

The statutory duties are deliberately broad and flexible, to allow working arrangements to develop in a way that is most meaningful locally, and to leave room for innovation. Though their wording differs and there is overlap between the bodies named, the intention of both duties is the

same. They aim to ensure that the investment and prioritisation decisions taken by both Commissioners and their partners are made with a full understanding of the implications for partners on whom they are mutually dependent.

Relationship with the public

Police and Crime Commissioners will be directly elected by the public and will be subject to a duty to consult with victims and the wider community, but will need to maximise their understanding of the needs of local people. The Government has signalled its interest in getting neighbourhoods engaged with their public services (for example through beat meetings) and how victims are treated is essential to maintaining public trust and being able to police effectively. This is why the Act requires Commissioners to consult with victims in setting policing priorities in their local area.

Other local service leaders in the public and voluntary sector will also have mature public engagement mechanisms and may be able to make a valuable contribution to helping Commissioners to engage with and understand community concerns. Community safety partners have a duty under the 1998 Crime and Disorder Act to engage with communities and have much experience in this area. Equally criminal justice agencies have done a great deal to amplify the voice of victims and communities. Public and voluntary sector leaders could also provide Commissioners with the means to engage with potentially marginalised groups, such as young people or black and minority ethnic communities.

What can you do to prepare, locally?

Central Government has put in place a flexible framework for partnership working between Police and Crime Commissioners and their community safety and criminal justice partners. There are a range of actions that local leaders may wish to take to ensure that they are best prepared. Some of these are outlined within this note and include:

- Initiating early discussion amongst partners about the changes, seeking their views and agreeing how best to make it work
- Evaluating your partnership-working arrangements and the need and scope for simplification or clarification
- Considering current partnership priorities, and the potential involvement and interests of the Commissioner
- Marshalling the evidence base and value for money of your current programmes to support Commissioner investment decisions
- Understanding how the arrival of the Commissioner may affect your current programme and funding arrangements
- Discussing how you could support commissioning across partnerships and agencies, or across the police force area
- Considering how you can help Commissioners to understand the needs of local people, using existing engagement mechanisms.

Where to go for further information

Sector leaders are providing support to implement these changes in a number of ways, as it is local leadership which matters most in making the reforms a reality. Nationally, the Home Office has established a PCC website which contains information on the key issues relating to this reform programme at

www.homeoffice.gov.uk/police/police-crime-commissioners/

You can read the latest updates on transition work via regular bulletins at

www.homeoffice.gov.uk/publications/police/police-crime-comms-bulletin/

You can also sign up for regular bulletins at the same address, or by emailing

PCCPartnersEnquiries@homeoffice.gsi.gov.uk

Annex – The role of the Police and Crime Commissioner

The Police and Crime Commissioner role will involve working with the public, the police and local partners to ensure effective policing, as well as contributing to national requirements.

Commissioners will provide strong local leadership on a range of priorities that extend beyond core policing to crime, justice and community safety. They will be part of a collective group of community

leaders who will need to collaborate in order to meet shared community outcomes and who will need to ensure that local resources are used effectively and efficiently in pursuit of those shared outcomes.

The scope of the PCC role is summarised in the table below:

<p>Setting the strategic direction and accountability for policing</p>	<p>Being accountable to the electorate.</p> <p>Setting strategic policing priorities.</p> <p>Holding the force to account through the Chief Constable, and consulting and involving the public.</p>
<p>Working with partners to prevent and tackle crime and re-offending</p>	<p>Ensuring that the police respond effectively to public concerns and threats to public safety.</p> <p>Promoting and enabling joined up working on community safety and criminal justice.</p> <p>Increasing public confidence in how crime is cut and policing delivered.</p>
<p>Invoking the voice of the public, the vulnerable and victims</p>	<p>Ensuring that public priorities are acted upon, victims are consulted and that the most vulnerable individuals are not overlooked.</p> <p>Complying with the General Equality Duty under the Equality Act.</p>
<p>Contributing to resourcing of policing response to regional and national threats</p>	<p>Ensuring an effective policing contribution alongside other partners to national arrangements to protect the public from other cross-boundary threats in line with the Strategic Policing Requirement.</p>
<p>Ensuring value for money</p>	<p>Responsible for the distribution of policing grants from central government and setting the precept raised through council tax.</p> <p>Responsible for setting the budget, including the police precept component of council tax, and deciding how it should be spent.</p> <p>Commissioning services from partners that will contribute to cutting crime.</p>

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Scrutiny Committee

ADULTS, WELLBEING AND HEALTH OVERVIEW AND SCRUTINY COMMITTEE

9th December 2011 and 11th January 2012



Cambridgeshire
County Council

Action

32. DECLARATIONS OF INTEREST

Members declared the following personal interests under paragraph 8 of the Code of Conduct:

- Councillor Austen as a carer of a relative not receiving other care services
- Councillor S Brown as a member of the Mental Health Trust and as an officer of Cambridgeshire Local Involvement Network (LINK)
- Councillor V McGuire by reason of working for caring agencies as a carer
- Councillor F Whelan as a member of the committee of the National Autistic Society for Cambridgeshire, as a member of the Mental Health Trust, as a user of physiotherapy services, and as an associate member of Cambridgeshire Older People's Enterprise (COPE).

33. MINUTES OF LAST MEETING – 15th SEPTEMBER 2011

The minutes of the meeting held on 15th September 2011 were confirmed as a correct record and signed by the Chairman.

34. CLINICAL COMMISSIONING IN CAMBRIDGESHIRE

The Committee received a presentation on developing clinical commissioning in Cambridgeshire from Matthew Smith, Assistant Director, Strategy and Delivery, NHS Cambridgeshire (NHSC). Also present to respond to members' questions and comments were Jessica Bawden, Director of Communications and Engagement (NHSC) and Dr Geraldine Linehan, Chair of CATCH (Cambridgeshire Association to Commission Health Ltd), the Local Commissioning Group (LCG) for Greater Cambridge. [The presentation is attached to these minutes as Appendix 1.]

In the course of discussion, members

- noted that there would be one Clinical Commissioning Group (CCG) for Cambridgeshire and Peterborough, and that all Cambridgeshire and Peterborough GPs had now chosen to be in one of the eight LCGs; all GP practices would be required by law to be part of a clinical commissioning group
- asked whether the fact that some LCGs covered wide areas and had several neighbouring LCGs would affect patients. The Committee was advised that the CCG had overarching responsibility, and that overlapping LCGs in practice worked closely together, e.g. CATCH and Cam Health in the Cambridge area, and Hunts Care Partners and Hunts Health in the Huntingdon area

- noted that flows of patients were very different for the three Fenland CCGs; Wisbech usually referred patients to the Queen Elizabeth Hospital in King's Lynn, March referred to Peterborough, and practices in the Chatteris area, part of the Isle of Ely LCG, referred patients to both Peterborough and Hinchingsbrooke. However, patients retained the right to choose which hospital they were referred to and were not bound by their practice's referral habits
- reported that anecdotally, some patients in the north of the county were being told that Addenbrooke's Hospital would not take them as a patient if they lived near Peterborough. Members were advised that if this were to be the case, it would be discussed at CCG level; it would be useful to have evidence to support the anecdotes
- in answer to a question whether the larger LCGs would tend to do more than the smaller ones, noted that all LCGs had a duty to meet the healthcare needs throughout their area, though they would not necessarily all meet these needs in the same way. If one LCG found that something they were doing worked particularly well, then it could be rolled out across a wider area through the CCG. The CCG would enable and support LCGs and hold them to account
- noted that it was too soon to say what percentage of commissioning (or de-commissioning) decisions would be taken at national level because of the specialism or skill involved
- in relation to local commissioning decisions, noted that the local Health and Wellbeing Board and the national NHS Commissioning Board would both be scrutinising the CCG. Ways of working were still being developed, but it was expected that contract negotiations would happen at local level on behalf of the rest of the area (e.g. South Cambridgeshire practices would commission Addenbrooke's on behalf of other LCGs); the CCG would check that the contract covered this
- noted that patients would be consulted if major changes were being proposed by the CCG, but there was no intention to change things that were already working well
- asked what changes patients would notice in the arrangements whereby GPs determined the need for referral for secondary care. The Chair of CATCH said that GPs would be working more closely with secondary care consultants, possibly on occasions getting the consultant's advice without the consultant actually seeing the patient, but no immediate change in arrangements was anticipated
- in answer to a question about the size of the CCG governing body, noted that the membership had not yet been agreed but would be discussed in the next few weeks. The CCG was required to have a Chief Operating Officer, at least two lay members, a hospital doctor, a nurse, a finance director and a number of GPs
- enquired whether there were local arrangements for systematic analysis of the effects of the new arrangements. The Chair of CATCH said that she was involved in a study by CATCH, the PCT and the University of Cambridge on the impact of commissioning on patient care.

Speaking at the Chairman's invitation, Robert Boorman of COPE suggested that there was a democratic deficit in the Health and Wellbeing Board, and asked what powers the Board would have to question the CCG as the CCG covered two local authority areas. He also asked about the public's ability to influence individual GP practices, given that for example about 40% of the practices in CATCH did not have a patient forum. The Director of Communications and Engagement said that the number of patient forums was growing, though still not as high as it should be; the new arrangements would give an impetus for practices to establish forums where they did not already exist.

The Cabinet Member for Adult Services, Councillor Martin Curtis, said that he had been responsible for setting up the Health and Wellbeing Board. There would be two Boards looking at the CCG, because each of the two local authorities was required to have a Board. In determining the size of the Board, a balance had to be struck between democratic spread and partnership working, and keeping the total Board at a manageable size. Its membership included the Leader of the County Council, the County Council's Cabinet Member for Health and Wellbeing, and a District Council representative.

The Chairman thanked the participants for their contributions to the meeting.

35. ADULT SOCIAL CARE – REVIEWING PROGRESS AGAINST THE 2011/12 INTEGRATED PLAN: BUDGETARY POSITION AND MAINTAINING AND MONITORING QUALITY OF SERVICE

The Committee considered a report on Adult Social Care's progress against the Integrated Plan (IP) objectives for the current financial year. In attendance to present the report and respond to members' questions and comments were

- Councillor Martin Curtis, Cabinet Member for Adult Services
- Adrian Loades, Executive Director: Adult Social Care
- Claire Bruin, Service Director: Strategy & Commissioning, Adult Social Care
- Simon Willson, Head of Regulation, Performance and Business Support.

Introducing the report, the Cabinet Member for Adult Services stated that some progress had been made on reducing the deficit in the current year; spending in 2011-12 was less than that in the previous year, though not as much less as had been hoped. He said that he expected 2012-13 to be another difficult year, but measures could be taken in the medium term to improve matters, and in the short term, the review of day services was expected to result in savings and an improved service.

The Cabinet Member responded to members' questions and observations on the budgetary position, including

- The Committee had expressed serious concerns about unmet budgetary targets in previous years.

Reply: in his previous post as Cabinet Member for Health and Wellbeing, and part of the Care Partnership, the Cabinet Member had found the inability to meet the budget frustrating, but there were medium- and short-term measures which could be taken to improve matters, including the review of day services.

- The budget should be built from a zero base each year and services should be expected to stay within budget, without additional funding if overspent.

Reply: the Executive Director: Adult Social Care was working to increase Heads of Services' sense of ownership of their budgets, and confirmed that the Leader of the Council had stated that he had not given permission for overspending. The Cabinet Member reported that he had attended a workshop with partner organisations recently at which participants were working towards a more localised commissioning service for Adult Services; there was a definite recognition of the need for change.

- The number of older people receiving services had been smaller at 31st March 2011 than at 31st March 2010, with a marked drop in numbers in permanent residential care; what was being done to monitor and ensure the wellbeing of people who would in the past have been in residential care but were now in their own homes?

The Service Director said that the majority of older people who had been diverted from receiving services had gone through reablement. As part of this, they might well have been provided with equipment and information, and would all have been left with clear contact information in case of future need. There was no proactive monitoring of those who did not receive services; there was a statutory requirement to monitor those who did.

- Reablement was a central plank of efforts to save money, but was it delivering results?

Reply: the reablement saving was about £1.5m a year, but reablement was the right thing to do regardless of the financial saving. The reablement of longer-term recipients of services was included in the next phase of reablement; there might be a case for bringing this work forward as a way to increase savings.

- One explanation given for the previous year's overspend had been the increased demand for expensive types of care for older people; were the same factors contributing to the current year's overspend?

Reply: work was being done to establish where the costs of care were. It was possible that some of the less deprived parts of the county had more vociferous inhabitants, and it was important to challenge disparities, using knowledge of demography and the financial situation, and to ensure that tendering was being carried out effectively across the county.

The Service Director said that an increase in levels of need had been observed, with a greater requirement for more expensive residential care and an increase in the unit cost of services per person. If reablement was successful, people with lower levels of need would not require long-term care; there would still be a need for more intensive residential or nursing care packages for some very elderly and frail people.

The Cabinet Member added that it was important to ensure that the only people who went into residential care were those with a genuine need. There was some evidence of hospitals referring patients to residential care when they did not permanently need it. The Service Director added that although there were cases of this happening, hospitals should always go through the discharge planning team; as part of the planning, a senior

manager from Cambridgeshire Community Services NHS Trust (CCS) would examine any decision to place a person in residential care. Adult Services had carried out a check on this process, which had confirmed that in general the referrals for residential care were appropriate. The Service Director offered to include this information in future reports if required.

Members noted that delayed discharge was a problem nation-wide; locally, the position was currently worse than at the same time last year.

- How were demographic pressures being addressed?

Reply: predictive modelling made it possible to look beyond the bare figures and see what services would be needed; this could be more focussed.

- The repatriation of Learning Disability service users who had been placed out of county gave rise to the question why they had been placed out of county in the first place.

Reply: repatriation was being undertaken – with success – because of a rethink about how services were delivered. As far as the Cabinet Member knew, Cambridgeshire had not been placing more people out of county than other authorities had, but other authorities were also repatriating people.

- It was important to understand the underlying reasons for the overspend.

Reply: work was being undertaken to explore ways of improving the data available to Adult Services. At present, Adult Services' performance management dealt only with numbers and was not focussed on outcomes; the Secretary of State for Health had spoken of the need to change the NHS to an outcome-focussed service.

- Despite the emphasis on doing more with less, some previous attempts to make savings had not been successful; sometimes it was necessary simply to say that it could not be done.

Reply: there were two issues here, the difficult short-term funding issue and the long-term question of effective preventative work. For example, for an older person, having a good social life and circle of friends added as many years to the lifespan as giving up smoking. One idea emerging from the recent workshop with partner agencies was to have a single named person for an older person to contact about any issue.

- The report paragraph (3.3) describing the current overspend in Adult Social Care was far from clear.

Reply: there was indeed a difficulty with the maths as set out. The forecast overspend had come down, and the Executive Director was working on long-term spending.

The Service Director apologised for the obscure paragraph; she would seek clarity from finance colleagues. Other officers explained that the paragraph did not mention the underspend on other parts of the service, and confirmed that the total forecast overspend was indeed £5.6m.

The Service Director said that when Self Directed Support (SDS) was introduced, there had been a cultural shift in how services were delivered. The target of getting 80% of service users onto SDS had not been met, but the current figure of 52% placed Cambridgeshire in the top 10 of 152

authorities. She did not want to reduce the 80% target, because this would signify a softening of approach to staff; the target was a means of influencing behaviour.

- What were the projects that had been stopped as part of the further £1.1m of savings declared in October 2011, and what had been the impact of abandoning them?

The Service Director advised that these had been relatively small preventative projects, including some very small pilots. In one of these, a way had been found to continue the project without requiring funding; for some projects in Adult Social Care, there had been no clear case that the preventative expenditure was justified.

- What was being done to monitor the effect of budgetary constraints on Independent Sector Providers (ISPs) and to help them address difficulties with recruiting and retaining staff? The number of ISPs under contract to provide services was very large.

Reply: there were 37 domiciliary care providers under contract throughout the county, which was too many to allow for proper monitoring of the care they provided. However, the position was complex and introducing any changes would require time and care. Where there were doubts about the quality of care provided by an ISP, no further placements were made with that ISP, though it was necessary to ensure that they were still held to account.

The Service Director advised that meetings were being held with the domiciliary care sector about how to move forward, what support the authority could give them, how to improve recruitment and retention, and what sort of contractual arrangements might work in the future.

- How far was quality of care affected by the level of pay for domiciliary care workers, which was often at or near the minimum wage?

Reply: Some agencies provided good care on low wages. He had given a written reply to a question at Council on 7th December 2011 about rates paid to staff by care agencies. Possible measures being explored included multi-skilling care workers, which should reduce the number of people visiting a service user, and reducing travelling time between visits, which should improve pay for the many care workers who were not paid for travelling time.

One member suggested that it would be helpful if a way could be found of presenting financial information in a simpler form; another pointed out that members often wanted greater detail. The Executive Director reminded members that it would help officers to provide what was required if the Committee could frame its requests for information in very precise terms.

The Committee turned to the question of maintaining and monitoring the quality of service. The Cabinet Member and Service Director responded to members' questions and comments; members noted that

- it was not easy to know whether the increase in the number of complaints reflected an increase in dissatisfaction; although older service users were of a generation that tended not to complain, their families did complain

- the Performance Indicators were positive and although there was scope for improvement, information from the service user survey placed Cambridgeshire mostly at a level above the national average
- consideration would have to be given to how the participation groups (partnership boards) would fit in to the new Health and Wellbeing Board.

As there was a substantial amount of business outstanding, the meeting adjourned to the reserve scrutiny date, 10am on 11th January 2012.

36. ADULT SOCIAL CARE – INTEGRATED PLAN 2012/13

The Committee considered emerging issues arising from the development of the Adult Social Care proposals within the integrated plan for the next financial year. In attendance to respond to members' questions and comments on the developing proposals were

- Councillor Martin Curtis, Cabinet Member for Adult Services
- Adrian Loades, Executive Director: Adult Social Care
- Claire Bruin, Service Director: Strategy & Commissioning, Adult Social Care.

The Executive Director explained that since the report had been published in December 2011, work to develop the IP continued. There had been no change in strategic direction and the IP had not yet been through the formal decision-making process. In Adult Social Care, officers were looking at 2012-13 in the context of the experience of 2011-12; an overspend was being projected for the current year, so projections of savings in the following year were being reduced.

The Executive Director went on to say that savings would be made through reablement, the Resource Allocation System (RAS), inflation management with the independent sector, reducing the cost of higher-cost packages, particularly in Learning Disability (LD) and the review of day services. The overall process was also being examined to provide a strong foundation to deliver savings and accountability for savings; there would be a name against each saving and progress and actions would be measured throughout the year. A further range of longer term measures would also be taken, including seeking to build an infrastructure around prevention, in discussion with Cambridgeshire Community Services NHS Trust; the long-term nature of this work meant that savings from it would be difficult to quantify.

In answer to their questions and comments, members noted that

- reablement, RAS and reducing the cost of high-cost placements had all delivered savings, but it had taken longer to deliver some of these savings than had initially been anticipated; for reablement, for example, the metrics were in place to pinpoint savings and whether the programme was on track. Members commented that budgets in recent years had relied on measures such as these to deliver savings, but had met with limited success; zero base budgeting was needed, rather than repeating previous methods of budget building
- the performance management data was not necessarily in place to provide coherent information on prevention and saving; savings due to reablement were estimated at £1.5m, but there was no precise underlying data to quantify the savings

- a change attributable to reablement was that fewer people were receiving services, but those who did so had more complex needs; more work was being done to support Adult Services' understanding of this
- the IP for 2012-13 had been updated to take account of the experience of 2011-12; for the current year, the location of the overspends in each service area and each budget were known
- it was not necessarily the case that private providers could not deliver services at lower cost without cutting the level of service; care providers working together – as was already beginning to happen – could lead to e.g. shorter travelling times between appointments
- payment to independent sector providers was made on the basis of individual care packages; through negotiation, the independent sector was being asked to absorb inflation savings
- changes in demography and demand could lead to increased costs through more care packages being required than had been anticipated; work was being undertaken with health colleagues to establish what was likely to happen to drive demand. In recent years, the Joint Strategic Needs Assessment had been taken as the starting point for predictions based on anticipated numbers of e.g. frail elderly and people with dementia
- despite current pressures on the budget, it was essential to carve out the resources needed to fund preventative measures in order to reduce future spending and get out of the current position of overspending; prevention should enable people to live independent, health lives for longer, delaying the point at which they would need to receive social care services
- the whole structure of how Adult Social Care worked was being revisited, for example by reducing the number of people who went through a service user's door, and by working with Roddons Housing Association in Wisbech to improve older people's social interactions and so reduce their loneliness
- Cambridgeshire was not alone in overspending on Adult Social Care; nationally, local authorities were talking to each other but none had found a solution to the problem of meeting the demand for care services
- the Isle of Wight judgement, in which the High Court had found against the Isle of Wight Council's policy of raising the eligibility criteria for adult social care, was a serious precedent but Cambridgeshire was not considering changing its eligibility threshold. It was however important that care managers had a consistent understanding of what critical and substantial needs were, and applied the criteria consistently
- the Department of Health grant of £1.5m recently awarded to Cambridgeshire was a one-off payment towards efforts to reduce delayed transfers of care from hospitals in the county. Ways of using this money were already being explored, such as using very short-term (e.g. 48 or 72 hours) live-in carers to ease the transition from hospital to home, or using short-term beds in non-hospital settings while a service user's needs were being fully assessed. Although this funding would not benefit future years, the use to which it was put in the current year would provide an opportunity to test models of care for future use

- in response to a question about how the authority was making sure that the service it was providing was safe despite the savings, members noted that, though it was never possible to provide absolute guarantees on safeguarding, the Care Quality Commission now proactively alerted the authority where it had concerns about a service provider.

In the course of discussion, members also

- expressed ongoing concern about transport, on the grounds that services (apart from home care) were only of use to people if they could access them; community transport schemes in some areas were facing difficulties, as many of their drivers were over 70 or even 80 years old and no new drivers were coming forward. The Cabinet Member acknowledged that the transport issue was very complex. The Chairman said that the Committee's concerns about transport and access to services had already been reported to the rural transport review
- expressed concern at the high proportion of the current year's overspend that had arisen from the cost of providing domiciliary care
- observed that difficulties sometimes arose because staff did not always understand what was expected of them and suggested that a greater investment in staff training would increase their understanding and result in better performance. The Cabinet Member noted the training issue
- touching on issues identified by the member-led review of home care services, commented that the number of agencies contracted to provide home care services was too large, and that rates of pay for many carers in the south of the county, while not below the minimum wage, did not represent a living wage. The Cabinet Member replied that a strategy was in place to reduce the number of domiciliary care agencies, and that if Adult Social Care was itself being expected to operate more efficiently it was right to make that same challenge to provider agencies too. The Service Director acknowledged that better-paid jobs than caring were available in the south of the county. She said that in the context of contracting with care agencies, it might become necessary to take a pricing differential approach, as was already used (based on property prices) for residential care in parts of the county. The Executive Director advised that there would be a more differentiated approach to inflation uplift in the 2012-13 budget, but this would not address all the issues in relation to domiciliary care
- pointed out that if a family carer became unable to carry on caring, the authority had to step into the gap and put short- or long-term care in place, sometimes when the carer and their situation had not previously been known to the authority. The Service Director said that when the Carers' Strategy was being developed, it had become apparent that some people were not being recognised as carers; she would ask her teams to remind GPs of the existence of the emergency register for carers. Carers were of great importance and value, and needed to have their own needs assessed
- pointed out that there was a large number of people funding their own care and asked what investment there would be in the Integrated Plan to give information to self funders and enable them to get good value in the care they funded. Members were advised that there was nothing specific in the IP, but work was being undertaken to develop information available to self-funders, including signposting to agencies that could help them find their

way round the care system; sometimes informal groups were better suited to their needs than the formal care agencies

- expressed a sense of frustration at the difficulty of getting a clear picture of budgetary issues and advocated the use of zero base budgeting as a means of ensuring that a workable budget was set. The Cabinet Member assured members that the intention was indeed to get the budget right first time; it was important to have a culture of consistency from top to bottom of the council and its partner organisations. The Executive Director pointed out that, while budget-setting was led by the need to present a balanced budget, some zero base budgeting was already being undertaken, with predictive modelling being used to establish what the need was. It was important that budget-setting should not be solely a top-down process but should involve staff; some of the ideas which had been incorporated in the budget had been generated by staff.

Asked by the Chairman whether it was realistic to set a budget for 2012-13 which required savings of £17.8m for Adult Social Care, the Cabinet Member said that he believed that a budget would be set for next year that could be met. The Chairman thanked the Cabinet Member officers for their attendance at the meeting and their candid answers to members' questions.

37. REVIEW OF HOME CARE SERVICES: EMERGING FINDINGS

The Committee considered a report on the findings emerging from the Committee's adult social care working group review of home care services. Members noted that the working group was due to meet for the last time in the following week. In attendance to respond to members' questions and comments on the findings were

- Ken Fairbairn, Head of Procurement/Supporting People, Adult Social Care
- Jenny Brennan, Contracts Manager, Community and Adult Services.

The Head of Procurement/Supporting People reported that he was meeting on 11th January with the Workforce Development Team, Skills for Care and the Apprentice Development Scheme. He stressed the need to secure the involvement of the care agencies, as care staff were not employed directly by the Council, and gave the example of using care agencies to staff recruitment fairs on council premises. The Joint Integrated Work Strategy required Health, Adult Social Care and the independent sector to work together, and required funding. The Head of Procurement/Supporting People described call monitoring, which was being introduced to stop call-crowding: an electronic signal was sent by phone to a black box at the beginning and end of each visit, so that short calls could be identified and challenged.

In reply to members' comments on specific aspects of the review's findings, the Head of Procurement/Supporting People advised that

- in response to the Equalities and Human Rights Commission's report 'Close to Home, an inquiry into older people and human rights in home care', work was being undertaken with the Safeguarding Board, and to ensure that the requirements of the Human Rights Act were embedded in contracts; officers were mindful of the recommendations of the Care Quality Commission, the Local Government Association, and the Department of Health

- with regard to the issue of carers not being paid for travelling time, the aim was to restructure the market by introducing a new contract which would limit the area within which an agency worked, though this presupposed that the right people were available with the right skills. Contracts staff were being asked to look at what agencies were paying, but care was needed when carrying out the procurement work. At the contract review stage, questions would be asked to establish whether an agency had adhered to the requirements of the contract
- the problem of a carer arriving late but leaving at the original time would be addressed by call monitoring, which would reveal when calls started late or were missed entirely. Some conscientious carers would put extra time into one call, making them late for the next. Whatever the cause, call monitoring would make it possible to ask the agency what had been happening. Ensuring service users' wellbeing, safety and dignity through call monitoring was more important than any consequent financial savings
- to address the theoretical risk of a carer reporting a false call time, for example by reporting that they were leaving after they had already left, various measures were being explored such as requiring the carer to use the householder's telephone or making use of GPS information on a mobile phone. However, there was no wish to make the need to report call times prevent a carer from responding promptly to an emergency situation
- agencies would be given more flexibility to determine the length of a call, in that the contract would be for the service user to receive care for e.g. five hours a week rather than one hour a day; this would make it possible to allocate time to tasks across the week and adjust call times to fit the tasks
- with regard to the overall cost-effectiveness of call monitoring, most authorities using it had realised savings of 5% – 6%. Their experience was that although some agencies call-crowded, the majority of agencies welcomed call monitoring and some were using it already.

The Chairman thanked all participants for their attendance.

38. FORWARD WORK PROGRAMME

The Committee considered its forward programme, and agreed that the majority of items originally scheduled for 8th February be transferred to the following meeting on 21st March in the short term, leaving for 8th February:

- Scrutiny of integrated plan 2012/13
- Scrutiny review of home care final report
- Mental Health Service Changes: report from Joint OSC.

Members identified further agenda items for future meetings:

- delayed discharge from hospital
- care agencies and care homes at risk of closure

Seminars were proposed on:

- recent legal judgements in relation to adult social care and their implications, for the Council, e.g. the judgement against Isle of Wight Council
- progress with the Cambridgeshire Future Transport project
- (jointly with Audit and Accounts Committee) base budgeting.

It was agreed that the next two meetings would be preceded by seminars:

- legal issues affecting Adult Social Care (8th February)
- transport developments and implications for Health and Adult Social Care (21st March)

39. CALLED IN DECISIONS

There were no called in decisions.

40. DATE OF NEXT MEETING

It was noted that the next meeting of the Committee would be held at 2.30pm on Wednesday 8th February 2012.

Members of the Committee in attendance – 9th December 2011:

County Councillors K Reynolds (Chairman), N Guyatt, G Kenney, V McGuire, P Read (substituting for Cllr Hutton), P Sales, S Sedgwick-Jell, C Shepherd, F Whelan and F Yeulett; District Councillors S Brown (Cambridge City), M Cornwell (Fenland) and D Reynolds (Huntingdonshire, substituting for Cllr West)

Apologies - 9th December 2011:

County Councillors Austen, Hutton and King; District Councillors T Cornell (East Cambridgeshire), R West (Huntingdonshire) and R Hall (South Cambridgeshire)

Members of the Committee in attendance – 11th January 2012:

County Councillors K Reynolds (Chairman), S Austen, N Guyatt, V McGuire, P Read (substituting for Cllr Hutton), P Sales, S Sedgwick-Jell, C Shepherd, F Whelan and F Yeulett; District Councillor M Cornwell (Fenland)

Further apologies – 11th January 2012:

District Councillors S Brown (Cambridge City) and D Reynolds (Huntingdonshire)

Time, 9th December 2011: 2.30pm – 4.45pm

Time, 11th January 2012: 10.05am – 12.15pm

Place, both dates: Shire Hall, Cambridge

Chairman

OVERVIEW AND SCRUTINY PANELS

(SOCIAL WELL-BEING)
(ECONOMIC WELL-BEING)
(ENVIRONMENTAL WELL-BEING)

6TH MARCH 2012
8TH MARCH 2012
13TH MARCH 2012

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

1. INTRODUCTION

1.1 The purpose of this report is to inform Members 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 J Walker, Trainee Democratic Services Officer
01480 387049

Mrs C Bulman, Democratic Services Officer
01480 388234

ONGOING STUDIES

STUDY	OBJECTIVES	PANEL	STATUS	TYPE
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>Report of the Working Group endorsed by the Cabinet at their meeting on 19th January 2012.</p> <p>Working Group to meet again on 28th February 2012 to discuss their further investigations into the future business model for "One Leisure" and the development of a methodology for the quantification of Social Value.</p>	Joint Working Group
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. It is hoped that the Strategy will be available for the Working	Working Group.

			Group to view in April 2012.	
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	Initial meeting held on 9 th February and way forward identified. Next meeting due to be held on 12 th March when Paul Bland will give an overview of relevant planning policies.	Working Group.
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. Final report expected in due course.	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	The County Council's Flood and Water Manager attended the February meeting to present on flood risk management activities. SUDs report due in June 2012.	To be determined.
District Council Support Services	To review the services provided by the District Councils Document Centre to form a view on its efficiency and cost effectiveness.	Economic Well-Being	Working Group has formed two sub groups to consider:- a) the financial cost of the service; and b) the operation of the service	Working Group

			Meetings of the sub groups held in January and February. Full Group met on 21 st February 2012 and Operations Group to meet further with Document Centre Customers, the Head of IMD and the Corporate Team Manager.	
Design Principles for Future Developments	To examine issues that have arisen at Loves Farm, St Neots and to make recommendations to inform future developments.	Environmental Well-Being	Meetings of the Working Group held on 6 th and 26 th January 2012. A site visit is scheduled for 2 nd March 2012.	Working Group.

FUTURE STUDIES

Business Rates	To consider the implications to the Authority from changes to Business Rates.	Economic Well-Being	Update circulated by Head of Financial Services. Formal report to be submitted to the Panel later in the year when a better understanding of the potential impact of the Localisation of Business Rates is available.	To be determined.
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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>Circle has taken over the management of Hinchingsbrooke Hospital with effect from 1st February 2012.</p>	<p>3/04/12</p>

Panel Date	Decision	Action	Response	Date for Future Action
<p>18/05/11</p> <p>7/06/11</p> <p>07/02/12</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>Panel has requested the Corporate Plan Working Group to have sight of an early draft of the performance framework before it is adopted.</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 June. 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>	<p>6/03/12</p>

Panel Date	Decision	Action	Response	Date for Future Action
	<p><u>One Leisure Performance</u></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.			
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.	Meetings held on 3 rd March and 28 th April 2011.	Interim report submitted to the Panel and Cabinet at their meetings in June 2011.	
07/06/11	Councillor Mrs D C Reynolds appointed to the Working Group.	Meetings held on 23 rd June, 1 st September, 7 th November and 8 th December 2011.		
03/01/12 & 07/02/12	Report of the Working Group considered by Panel and submitted to the Cabinet in January 2012. The Cabinet has endorsed the Working Group's recommendations.		Working Group met on 28 th February 2012 to discuss their further investigations into the future business model for "One Leisure" and the development of a methodology for the quantification of Social Value.	

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 – expected March/April 2012.</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

Panel Date	Decision	Action	Response	Date for Future Action
	<u>Future of the CCTV Service</u>			
1/11/11	Update received on the options for the future operation of the CCTV service. Efforts made to reduce the cost of the service to the Council was noted by the Panel.			
7/02/12	Further update delivered to the Panel following discussions with Town Councils. Panel requested for a further report on service changes in 2012/13 to be submitted to a future meeting.	Request submitted to the Head of Operations.		6/11/12
	<u>Review of Neighbourhood Forums In Huntingdonshire</u>			
7/06/11	The Cabinet, at its meeting on 19 th May 2011, requested the Panel to undertake a review of the Neighbourhood Forums in Huntingdonshire.			
6/09/11	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.	Working Group meeting held on 19 th September 2011. Letter sent to all those with an interest in the Forum on 21 st September 2011.		
1/11/11	Views of interested parties reported at meeting. Chairmen of the Neighbourhood Forums for Huntingdon and Ramsey were in attendance for this	Meetings of Working Group held on 23 rd November, 12 th	Working Group reviewing proposed boundaries and elected Member representation for each area and	

Panel Date	Decision	Action	Response	Date for Future Action
	item. Working Group established comprising Councillors S J Criswell, J J Dutton, S M Van De Kerkhove and R J West, together with Mr R Coxhead to pursue investigations.	December 2011 and 19th January 2012.	constitutional terms of the new Forums. Further meeting of the Working Group held on 27th February 2012.	
<p data-bbox="215 552 315 579">7/06/11</p> <p data-bbox="215 722 315 750">6/12/11</p>	<p data-bbox="371 453 1066 515"><u>Housing Benefit Changes and the Potential Impact on Huntingdonshire</u></p> <p data-bbox="371 555 1066 651">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="371 722 1066 850">Report considered by the Panel. Further report on the wider housing policy implications arising from the Government's Welfare Reform Bill to be submitted to the Panel at a future meeting.</p>	Request submitted to the Heads of Housing and Customer Services.		TBC
4/10/11	<p data-bbox="371 932 909 959"><u>Monitoring of Section 106 Agreements</u></p> <p data-bbox="371 999 1066 1094">Panel agreed to reinstate the Monitoring of Section 106 Agreements that provide leisure/play equipment within its work plan.</p>	Section 106 Agreement Advisory Group due to meet on 2nd April 2012.	Next monitoring report expected April 2012.	3/04/12

Panel Date	Decision	Action	Response	Date for Future Action
4/10/11 & 3/01/12	<p><u>Scrutiny of Council Budgets within the Panel's Remit</u></p> <p>Panel agreed to scrutinise the budgets associated with the Council functions that fall within the remit of the Panel on an annual basis. Agreed that this work would be undertaken as part of the existing budget setting process.</p>		Report expected November/December 2012.	6/11/12 or 4/12/12
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>		Study shortly due to conclude and will be presented to the Panel when it becomes available.	TBC
05/04/11	<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>			03/04/12
1/11/11	Background information on the health implications of			

Panel Date	Decision	Action	Response	Date for Future Action
05/10/10	<p>the night-time economy considered by Panel. Owing to a lack of data available, agreed to monitor the situation via the Community Safety Partnership on an annual basis.</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>Invitation extended to the Chairman and Lead Officer of the thematic group.</p>	<p>Thematic Group is currently undergoing significant changes and in the process of re-establishing its priorities. Agreed to address the Panel once these changes have been implemented within their work.</p>	06/06/12
7/02/12	<p>Health and Well-Being</p> <p>Background information received on the thematic group's outcomes, terms of reference, membership and Action Plan. Panel has requested sight of the Joint Health and Well-Being Strategy as soon as it was available. The Panel has also confirmed their wish to review the Group's Action Plan at future meetings.</p>	<p>Request submitted to Head of Environmental and Health Services.</p>	<p>The Joint Health and Well-Being Strategy will be submitted to the Panel in July 2012.</p>	3/07/12

Decision Digest

Edition 122

Monthly summary of the decisions taken at meetings of the Council, Cabinet, Overview & Scrutiny and other Panels for the period 1st to 24th February 2012.

BUDGET 2012/13 AND MEDIUM TERM PLAN 2013 TO 2017

The Overview & Scrutiny Panel (Economic Well-Being) and the Cabinet have reviewed the Medium Term Plan (MTP) 2013 -2017 and the Budget and level of Council Tax for 2012/13. The Panel has thanked the Cabinet for its positive response to its previous recommendations on the draft Budget and MTP.

In considering the proposed level of Council Tax for 2012/13, Members supported an increase of £4.34 for a band D property in order to meet unavoidable inflation and preserve valued services as far as possible both this year and in the future.

The Panel previously has recommended that the Council should identify what services might be retained for any additional income. The proposed increase in Council Tax will generate £100k. Members have suggested that this might, for example, contribute towards the indicative budget for the voluntary sector, which was approved at the Cabinet's last meeting, instead of finding alternative savings.

On the subject of funding for the voluntary sector, the Panel has asked that Overview and Scrutiny be informed of the next steps that will be taken to finalise future arrangements between the sector and the Council. The Cabinet has confirmed that the Social Well-Being Panel will be examining in detail

the policies and mechanisms for the distribution of the funds.

The Panel has discussed at length the Council's future levels of reserves. Members are of the opinion that the Council should seek to increase its reserves and have restated their position that if it is reasonable to do so reserves should be increased to £5M. This position is partly informed by the fact that it is only possible to use reserves for one-off projects. It is acknowledged that the sums put into reserves will not be used to provide services. The Cabinet has confirmed that the level will be reviewed as part of the Council's financial forecast each September.

Having noted that the 2012/13 Budget contains no unidentified savings, the Panel has restated its view that the feasibility of achieving some future years' savings in 2012/13 should be investigated. With reference to a recent example from their study on support services, the Panel has reiterated the need to ensure that previously identified savings are rigorously applied to each section's budget to ensure they are accurate at the start of the year. The Head of Financial Services informed the Cabinet that the latter related to confusion as to whether a saving had been achieved, rather than to whether the budget had been reduced by the relevant savings target. The Cabinet has also been advised that the final phase of the annual budget process, when budgets are disaggregated to a

lower level, will clarify and resolve such issues.

The Panel has discussed whether it is necessary for the Council to consider its strategic approach if its financial position and the economy generally are better than is represented in the report by the Head of Financial Services. While there may be a danger of creating expectations that cannot be met if such plans are developed, it is argued that there is value in preparing for the full range of future changes. The Panel will revisit this matter in September when the forecast is produced.

As the Council's reserves reduce and its borrowings increase, it will be more important to identify clearly interest costs. With this in mind the Panel has suggested that that interest figures and other such "corporate" items should be included separately in the Summary Budget. The Executive Councillor for Resources will discuss this further with the Managing Director (Resources).

Finally, the Panel has commended employees for their contribution to improving the Council's financial position. In particular, Members have expressed their appreciation of:

- the high rates of Council Tax collection that have been achieved;
- the decision by employees to accept no pay increase again in April 2012;
- the continuation of the trend for the budget to be underspent rather than for any spare sums to be used on low priority items; and
- the work undertaken by the Financial Services section to prepare the

MTP, Budget and Financial Plan.

At the conclusion of their deliberations, the Panel has endorsed the report to Cabinet. Subsequently, the Cabinet has recommended to Council that the proposed Budget, Medium Term Plan and Financial Plan be approved and that Council Tax for 2012/13 be increased by £4.34 per year (a Band D charge of £128.51).

TREASURY STRATEGY

MANAGEMENT

In accordance with its responsibility for scrutinising Treasury Management, the Overview and Scrutiny Panel (Economic Well-Being) has reviewed and endorsed the Treasury Management Policy and Strategy for 2012/13 and the Prudential Indicators for submission to the Cabinet and Council.

Subsequently, the Cabinet has recommended the adoption of the Strategy to Council.

CUSTOMER MONITORING REPORT

SERVICES

The Overview & Scrutiny Panel (Economic Well-Being) has considered the Customer Service Quarterly Performance Report for the period October to December 2011, on the levels and standards of service that have been achieved. In response to a comment on the service's 'speed of response', Members have been informed that a recruitment freeze has meant that a number of posts have been held vacant, which has had an impact on performance. However, customer satisfaction remains high. In the circumstances, the Panel has commended the performance of the Customer Services managers.

Following a dip in performance on a particular day because of a failure of an IT system, the Panel has been assured that the business continuity arrangements for the service includes reference to suppliers to ensure all IMD contracts are covered by service recovery standards. It has been suggested that it might benefit customers and ease pressure at peak times if information about those times during which there is high demand for service is displayed in customer service areas.

The Panel has been pleased to note the results of a recent survey which records employee satisfaction levels at both the Call Centre and the Customer Services Centre at 97%. Despite the challenges faced by the service, this represents a significant increase since the previous survey was conducted. Generally, the service's targets take account of the need to achieve budgetary savings and reflect a reduction in staffing levels.

A further report will be considered by the Panel in six months time.

FUNDING FOR CCTV

The Overview and Scrutiny Panels for (Economic Well-Being) and (Social Well-Being) have received an update on the future operation of the CCTV service. Members have been acquainted with the progress made in negotiations with partner organisations on how they might contribute towards the cost of the service and the terms of the agreements that might be reached with them.

The Panels have discussed the implications for the future budget and operation of the service. With these in mind, Members of the Economic Well-Being Panel have asked the Social Well-Being Panel to give further consideration to these matters.

Members of the Social Well-Being Panel have subsequently agreed to include this within their work programme. The Economic Well-Being Panel has also requested a presentation on the Business Improvement District for Huntingdon at a future meeting.

Members have noted that investigations are continuing into whether there would be any benefit in outsourcing the service. However, it has been reported that those Councils who have outsourced their service have not seen a significant saving in their CCTV budget.

A report on service changes in 2012/13 has been requested for submission to a future meeting of the Social Well-Being Panel.

EMPLOYMENT REPORT

The Employment Panel has considered a range of information relating to the management of the Council's workforce and the workload of the Human Resources Team. This has included the latest position and trends relating to:-

- ◆ employee numbers;
- ◆ salary costs;
- ◆ employee turnover;
- ◆ retention of new starters;
- ◆ sickness absence reporting; and
- ◆ the Human Resources caseload.

In considering the information which was provided, the Panel has discussed in detail the statistics relating to sickness absence. Members have noted that the annual average days sickness per FTE employee has reduced from 8.5 to 8.4 days in the year to 31st December 2011 and remains well below the average for local government. The Panel also has noted

that the Human Resources Team has modified the categories in which sickness is recorded which should produce a better picture of the reasons for sickness absence in the next quarterly report. Members have emphasised the need for Heads of Service and Activity Managers to record information accurately so that appropriate interventions can be introduced.

In considering the statistics for sickness in the category 'stress, depression, mental health and fatigue', Members have noted that a number of Mental Health Awareness sessions had been arranged for employees. The Panel has discussed the need to engage managers in these type of programmes and have been reminded that all Heads of Service have a Key Performance Indicator for staff management.

The Panel has discussed whether there was a need to establish a corporate performance indicator for sickness management. Although the need for targets was discussed, the Panel agreed that it was sufficient to report and monitor progress at future meetings.

A copy of the full report is available from Democratic Services on request and has been published on the District Council's website.

REVIEW OF EMPLOYEE CAR LOAN SCHEME

Following recent review, the Employment Panel has endorsed a number of changes to the existing Car Loan Scheme. The changes will ensure that individual employees are not encouraged to borrow more than is affordable and to simplify the administration of the scheme, by bringing interest rates into line with those used by the HMRC.

Having noted concerns about whether the Council should continue to offer the option of a car loan scheme to its staff, the Panel has agreed that the longer term retention of the scheme should be considered as part of the discussions with employees on the review of pay and the pay structure.

PAY POLICY STATEMENT

The Employment Panel has given preliminary consideration to the content of a proposed Statement of Pay Policy for 2012/13. The Pay Policy Statement provides information about the Council's policies relating to the pay and reward of chief officers and other employees, as required by sections 38 – 43 of the Localism Act 2011.

In considering the content of the statement, Members have sought clarification on a number of matters and commented on the presentation of some of the information within the report. As there were still several matters which required further clarification, the Executive Leader requested that the paper be updated before being submitted to the Council for approval.

PAY REVIEW PROJECT

The Employment Panel has received an update on the discussions between Employees' Side representatives in advance of the review of the Council's pay grades and bands.

In considering the principles and objectives which had been agreed for the project, Members have made a number of comments and suggestions for consideration during the review. Further updates on progress will be submitted to future meetings.

UPDATE ON HR REVIEW OF HR SERVICES

The Employment Panel has received an update on current discussions regarding the future of the District Council's Human Resources and Payroll function. Members have been informed that there was still a significant amount of work to be undertaken to determine whether the Council wished to pursue a proposal to outsource the function. Officers are making strenuous efforts to enable the Cabinet to reach a conclusion at their meeting on 22 March 2012, although it was noted that this is a matter not to be rushed and consequently may be addressed by a later Cabinet meeting.

NHS CONSULTATION: PROPOSED REDESIGN OF MENTAL HEALTH SERVICES ACROSS CAMBRIDGESHIRE AND PETERBOROUGH

Following on from the Overview and Scrutiny Panel's (Social Well-being) submission of a response to the consultation on the Proposed Redesign of Mental Health Services Across Cambridgeshire and Peterborough, representatives of NHS Cambridgeshire were in attendance at the Panel's meeting to respond to the concerns raised. Members of the Panel are still not satisfied that the case for the closure of Acer Ward at Hinchingsbrooke Hospital has been justified. Whilst the Panel has expressed support for the proposals to strengthen and enhance community services and welcomed the decision to relocate the Crisis Resolution Home Team back to Huntingdon, Members are of the view that an acute facility in Hinchingsbrooke Hospital forms an integral part of the redesign of services. Assurances have also been sought that if Acer Ward is closed, a budget should be established on an ongoing basis to assist patients travelling to and from alternative facilities.

HUNTINGDONSHIRE STRATEGIC PARTNERSHIP: HEALTH AND WELL-BEING THEMATIC GROUP

Details of the Huntingdonshire Health and Well-Being Group were presented to Members of the Overview and Scrutiny Panel (Social Well-Being) including its outcomes, membership, terms of reference and action plan. New strategic governance arrangements are in the process of being established. The draft Joint Health and Well-Being Strategy will be submitted to a future meeting of the Panel once approved for consultation by the Shadow Health and Well-Being Board. The Panel will continue to have sight of the Group's action plan on an annual basis.

MONITORING OF SECTION 106 AGREEMENTS (PLANNING OBLIGATIONS)

The receipt and expenditure by the Council of money negotiated under Section 106 Agreements was noted by the Overview and Scrutiny Panels (Social Well-Being) and (Environmental Well-Being).

NEIGHBOURHOOD FORUMS WORKING GROUP

An update on the outcome of a recent meeting of the Neighbourhood Forums Working Group was delivered to the Overview and Scrutiny Panel (Social Well-Being). Members had met with the Huntingdonshire Area Commander for the Police to discuss the Working Group's proposals thus far. Proposed boundaries and elected Member representation for each area are currently under review by the Working Group.

ROLL FORWARD OF CORE STRATEGY – LOCAL PLAN PROJECT PLAN

The Cabinet has approved the new Local Development Scheme for Huntingdonshire for publication and commencement on 24th February 2012. The scheme sets out the proposed programme for the production of the Huntingdonshire Local Plan to 2036 and includes key milestones to inform people about opportunities to be involved in the process. It has arisen as a result of amendments to the plan-making process in the Localism Act, the publication of a new National Planning Policy Framework and consultation on the Local Planning Regulations.

The document was considered also by the Overview and Scrutiny Panel (Environmental Well-Being) who, having noted that the Plan should be “prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements” reiterated its previously expressed concerns regarding the Council’s lack of influence over the implementation of infrastructure works.

Members have been advised that contingency plans have been developed in relation to travellers’ sites and wind farms that will be used until the necessary policies have been adopted.

CASTLE HILL HOUSE – FORMER HUNTINGDONSHIRE COUNCIL OFFICES – HIGH STREET, HUNTINGDON

An update on progress to market Castle Hill, House, Huntingdon has been reported to Cabinet. In considering the contents of the report, Members were disappointed that the Overview and Scrutiny (Economic Well-Being) had not been given an opportunity to consider details of an offer received for the

former Council offices. In that respect and having requested further information on the options available to the Council, Executive Councillors have deferred the item to a special meeting of the Panel and Cabinet to be held on 28th February 2012.

FLOOD RISK MANAGEMENT ACTIVITIES

The Overview and Scrutiny (Environmental Well-Being) Panel has received a presentation from Cambridgeshire County Council’s Flood and Water Manager on flood risk management activities. Members have been advised that the Cambridgeshire Flood Risk Management Strategy is the product of a series of reviews and Acts that have been passed following nationwide flooding in 2007. The Cambridgeshire Flood Risk Management Partnership is made up of local District Councils, Cambridgeshire County Council, Cambridgeshire Constabulary, Anglian Water, the Environment Agency, Middle Level Commissioners and 3 of 63 local internal drainage boards (IDBs). The Strategy considers the impact of climate change and specifies how the County Council will exercise a strategic oversight role over flood risk management. As part of this, the County Council has to maintain a register of assets for flood risk management, adopt, approve and maintain sustainable drainage systems in new developments, regulate flows of ordinary water courses outside IDBs and plan for and manage any flood emergencies. It also investigates instances of flooding in order to establish responsibility and find solutions to problems. The new arrangements strongly emphasise joint working and the partner organisations have concurrent powers. Under the legal framework that has been established, a single authority usually has statutory responsibilities for

particular aspects of flood management with others having permissive powers. The District Council largely has permissive powers.

CAMBRIDGESHIRE FUTURE TRANSPORT STRATEGY

The Overview and Scrutiny (Environmental Well-Being) Panel has been advised of a joint scrutiny review of the Cambridgeshire Future Transport Project which had been planned by the County Council and District Councils within Cambridgeshire. Owing to uncertainty over the future of the project, it has been decided to defer appointing a representative to the review group.

FEES AND CHARGES

The Licensing and Protection Panel has noted a new schedule of fees and charges for licenses issued by the District Council. The charges, which will come into effect from 1st April 2012, have been increased by 7.5%, with the exception of street trading licences which are limited to an inflationary increase of 2.5%, in an effort to move towards full cost recovery of the licensing service.

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