

A meeting of the **OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING)** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **TUESDAY, 4 NOVEMBER 2014** 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 record the correct record the Minutes of the meeting held on 7th October 2014.

**C Deller
388007**

2. MEMBERS INTERESTS

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

3. NOTICE OF KEY EXECUTIVE DECISIONS (Pages 7 - 12)

A copy of the current Notice of Key Executive Decisions, which was published on 17th October 2014 is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**Democratic Services
388007**

4. CORPORATE PLAN (PERFORMANCE REPORT) (Pages 13 - 22)

To consider performance against the key activities identified in the Council's Corporate Plan for 2014/15 for the period 1st July to 30th September 2014.

**H Thackray
388035**

(Executive Councillors J D Ablewhite, B S Chapman, D B Dew, J A Gray, R B Howe, T D Sanderson and D M Tysoe have been invited to attend for this discussion).

5. AFFORDABLE HOUSING WORKING GROUP (Pages 23 - 26)

To consider a report outlining the deliberations of recent meetings of the Working Group.

**A Roberts
388015**

6. ELDERLY PATIENT WORKING GROUP

The Chairman to report on the outcome of discussions at the meeting held on Tuesday, 21st October 2014.

**A Roberts
388015**

7. WORK PLAN (Pages 27 - 28)

To consider a report by the Scrutiny and Review Manager on the

A Roberts

work programmes of the Economic and Environmental Well-Being Overview and Scrutiny Panels.

388015

8. OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING) - PROGRESS (Pages 29 - 34)

To consider a report by the Scrutiny and Review Manager detailing progress on the Panel's activities.

A Roberts
388015

9. SCRUTINY

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

Dated this 24th day of October 2014



Head of Paid Service

Notes

1. Disclosable Pecuniary Interests

- (1) *Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.*
- (2) *A Member has a disclosable pecuniary interest if it -*
 - (a) *relates to you, or*
 - (b) *is an interest of -*
 - (i) *your spouse or civil partner; or*
 - (ii) *a person with whom you are living as husband and wife; or*
 - (iii) *a person with whom you are living as if you were civil partners*

and you are aware that the other person has the interest.
- (3) *Disclosable pecuniary interests includes -*
 - (a) *any employment or profession carried out for profit or gain;*
 - (b) *any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council);*
 - (c) *any current contracts with the Council;*
 - (d) *any beneficial interest in land/property within the Council's area;*
 - (e) *any licence for a month or longer to occupy land in the Council's area;*
 - (f) *any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or*
 - (g) *a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.*

Non-Statutory Disclosable Interests

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

- (a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or
- (b) it relates to or is likely to affect a disclosable pecuniary interest, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association, or
- (c) it relates to or is likely to affect any body –
 - (i) exercising functions of a public nature; or
 - (ii) directed to charitable purposes; or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of control or management.

and that interest is not a disclosable pecuniary interest.

2. Filming, Photography and Recording at Council Meetings

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

Please contact Democratic Services Team, Tel No: (01480) 388015 / email: Anthony.Roberts@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.

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

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

Agenda and enclosures can be viewed on the District Council's website – www.huntingdonshire.gov.uk (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.

Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING) was held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 7 October 2014.

PRESENT: Councillor S J Criswell – Chairman.

Councillors R C Carter, M Francis, R Fuller,
Mrs P A Jordan, P Kadewere,
Mrs R E Mathews and Mrs D C Reynolds.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors R S Farrer and S M Van De Kerkhove.

40. MINUTES

The minutes of the meeting of the Panel held on 2nd September 2014 were approved as a correct record and signed by the Chairman.

The Chairman welcomed Mrs Lancaster, Managing Director to the meeting.

41. MEMBERS' INTERESTS

No interests were declared by the Members present.

42. NOTICE OF KEY EXECUTIVE DECISIONS

The Panel received and noted the current Notice of Key Executive Decisions (a copy of which is appended in the Minute Book) which had been prepared by the Executive Leader for the period 3rd October 2014 to 31st March 2015.

It was noted that a report on the Council Tax Support Scheme would be submitted to the meeting in December.

43. COMMUNITY SAFETY PARTNERSHIP - ANNUAL REPORT

With the benefit of an introduction by the Executive Councillor for Strategic Economic Development and Legal, Councillor T D Sanderson, the Communities Manager introduced a report by the Head of Community (a copy of which is appended in the Minute Book) summarising the activities and outcomes of the Huntingdonshire Community Safety Partnership in 2013/14. Members also were advised that the report detailed costs associated with support for the Partnership and commented on those challenges presented by the new Anti-Social Behaviour, Crime and Policing Act 2014.

The Panel was reminded that the Partnership had been established in accordance with Sections 5–7 and 11 of the Crime & Disorder Act

1998 which required responsible authorities to work together to protect their local communities from crime and help people feel safe and do all that was reasonable to prevent crime and disorder in the area. The Partnership comprised representatives from the District and County Councils, Cambridgeshire Constabulary, Cambridgeshire Fire & Rescue Service, Cambridgeshire & Peterborough CCG and the Probation Service. Other organisations were invited to participate as appropriate.

Funding for the partnership was now allocated to the Partnership from the Safer, Stronger Community Fund by the Police & Crime Commissioner and in 2013/14 this amounted to £28,000. Members noted details of the projects towards which funding had been allocated in 2013/14 and the cost to the Council in taking the lead in supporting and chairing the Partnership. It was explained, however, that the latter had now transferred from the District Council to the Chief Inspector thus reducing the costs previously incurred by the Council. The Communities Manager undertook to advise Councillor Mrs Jordan of the estimated cost of the District Council's future support for the Partnership.

Having been acquainted with the composition of the Community Safety Team and the priorities of the service over the period 2014-17, the Panel proceeded to discuss the delivery and cost effectiveness of the service.

Having established that Community Service Grant of £24,000 had been allocated by the Police & Crime Commissioner for 2014/15, the Panel questioned whether any cost analysis of the service had been undertaken to demonstrate the value and cost effectiveness of the Partnership. The Executive Councillor and Communities Manager agreed to undertake this exercise in the future.

Through questions, it was understood that the priorities of the Partnership over the period 2014-17 reflected those set by the police. It was made clear that prevention of crime generally was the overriding and continuing priority for the Partnership although not listed specifically as a priority.

Although not mentioned in great detail, the Panel recognised the valuable contribution made by the CCTV service as a deterrent to anti-social behaviour. As the service had transferred to Community Division, the impact of CCTV would be reflected in future reports.

Having been briefed on the implications for the Partnership of the new Anti-Social Behaviour, Crime and Policing Act 2014 and noted that the Partnership was currently seeking to secure efficiencies and savings, the Panel agreed to consider at its forthcoming away day whether it wished to have the opportunity to engage in the outcome of the review at a future meeting.

44. CUSTOMER SERVICES MONITORING

By reference to a report by the Head of Customer Service (a copy of which is appended in the Minute Book), the Panel received and noted the performance and activities of the Customer Services Team over the period January to June 2014.

Although the report had formerly been submitted to the Economic Panel, COMT had taken the view that it was more appropriate if performance monitoring of customer services was undertaken by the Social Panel. The timeliness of the management information presented would be adjusted to reflect the work programme of the Panel in future. It also was noted that a review of progress on the Customer Services Strategy would be submitted to the Panel shortly.

Looking at the detailed performance information, it was explained that key measures were speed of response and quality of service (based on feedback received) arising from day to day operation of the service.

In response to a question on the rationale for the potential transfer of the Call Centre to Pathfinder House which appeared to be contrary to the shared service approach currently favoured by the District Council, the Head of Customer Service confirmed that there were still opportunities to establish the Call Centre as part of the Strategic Partnership with South Cambridgeshire/Cambridge City but in the short term, the likelihood was that the service would be relocated to Pathfinder House. Regarding a suggestion for joint services with Town Councils, the Panel noted that there was little advantage in partnership of this nature with the towns and concern that it could duplicate the existing response offered by the County Council.

In terms of the future, the Panel understood that it was the Council's intention to encourage the public to make greater use of online services rather than rely on the telephone or face to face contact. It was reported that a smartphone app was already used extensively by visitors to One Leisure and it was hoped to extend the facility to other parts of the organisation.

Regarding speed of response to enquiries at the Call Centre, the Head of Customer Service accepted that resilience to sickness absence required improvement and that there might be an opportunity to call on Customer Services staff in these circumstances should the team be located on the same site. It was made clear that any temporary staff exchange would not be to the detriment of customer services. However, there was also an opportunity to call in additional staff as cover in the event of concern.

Regarding the transfer of the team to Pathfinder House, the Panel was informed that staff had welcomed the opportunity to have closer contact with their colleagues and other services.

The Panel concluded their discussion by looking forward to future reports on the opportunity there might be to encourage increased visitors to the Council's website.

45. AFFORDABLE HOUSING - UPDATE ON STUDY

Councillor R Fuller updated the Panel on the progress of the study on affordable housing. The Working Group had had the opportunity to discuss that part of the new Huntingdonshire Local Plan to 2036 relating to affordable housing provision at a meeting when the Executive Councillor for Planning and Housing Strategy also was

present.

Councillor Fuller added that the Working Group was keen to examine opportunities to deliver additional affordable housing, reduce the number of families waiting for affordable housing and question why individuals appeared to remain on the waiting list without any potential to secure a housing offer. Brief mention also was made of current viability issues which severely impacted on the number of affordable units able to be offered by developers.

A written report on the most recent meeting would be submitted to the November Panel.

46. CAMBRIDGESHIRE HEALTH COMMITTEE

The Panel received and noted the Minutes of the meeting of the Cambridgeshire Health Community held on 11th September 2014 (a copy of which is appended in the Minute Book).

Councillor Carter, the Panel's appointed representative, reported that Uniting Care Partnership had been selected as the Preferred Bidder to improve older people's healthcare and adult community services across Cambridgeshire, Peterborough and parts of Northamptonshire and Hertfordshire. The services would provide urgent care for adults aged over 65 including inpatients as well as A&E services, Mental Health Services for people aged over 65, community health services for adults over 18 and other health services which support the care of people aged over 65. It was understood that the Partnership would spend the next six months preparing and putting everything in place to be able to start delivering services on 1 April 2015.

Members were hopeful that Uniting Care Partnership would be able to give a presentation to the Panel on how the new services would be delivered in Huntingdonshire.

47. WORK PLAN

The Panel received and noted a report by the Scrutiny and Review Manager (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 Environmental Well-Being.

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

With reference to the recent report by Radio Cambridgeshire on complaints made by residents of Luminus Homes, the Managing Director reported that, as the responsible Housing Authority, the District Council had appointed an independent investigator to establish whether there was evidence to substantiate the allegations that had been made. Subject to the outcome of the review, the Chairman indicated that the Panel could become involved if it was apparent that Luminus needed to be held to account.

The Chairman reported that a meeting of the Hinchingsbrooke Hospital

Joint Working Group would take place on 21st October when he hoped to raise three items which related to the circumstances around the death of a particular patient, the contents of a letter from the Care Quality Commission regarding hospital services and the latest financial position.

49. SCRUTINY

The 148th edition of the Digest of Decisions was received and noted.

In respect of page no 38, the Chairman explained that whilst the Economic Panel had received an update on the progress of the delivery of the 'Facing the Future' programme as a whole, it would be his expectation that updates on specific items would be submitted to relevant Panels in due course.

Regarding the review of the effectiveness of the Corporate Governance Panel, the Panel commented that, in future, similar reviews of other Panels should not be undertaken by the respective Chairmen because of a potential conflict of interest.

Members confirmed their continued interest in receiving copies of the Digest.

Chairman

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

Prepared by
Date of Publication:
For Period:

Councillor J D Ablewhite
17 October 2014
1 November 2014 to 30 April 2015

Membership of the Cabinet is as follows:-

Councillor J D Ablewhite	- Executive Leader of the Council, with responsibility for Strategic Economic Development and Partnerships	3 Pettis Road St. Ives Huntingdon PE27 6SR Tel: 01480 466941 E-mail: Jason.Ablewhite@huntingdonshire.gov.uk
Councillor B S Chapman	- Executive Councillor for Customer Services	6 Kipling Place St. Neots Huntingdon PE19 7RG Tel: 01480 212540 E-mail: Barry.Chapman@huntingdonshire.gov.uk
Councillor D B Dew	- Executive Councillor for Strategic Planning and Housing	4 Weir Road Hemingford Grey Huntingdon PE28 9EH Tel: 01480 469814 E-mail: Douglas.Dew@huntingdonshire.gov.uk
Councillor J A Gray	- Executive Councillor for Resources	Vine Cottage 2 Station Row Catworth Huntingdon PE28 0PE Tel: 01480 861941 E-mail: Jonathan.Gray@huntingdonshire.gov.uk
Councillor R Howe	- Deputy Executive Leader of the Council with responsibility for Commercial Activities	The Old Barn High Street Upwood Huntingdon PE26 2QE Tel: 01487 814393 E-mail: Robin.Howe@huntingdonshire.gov.uk

<p>Councillor T D Sanderson</p> <p>- Executive Councillor for Strategic Economic Development and Legal</p>	<p>29 Burmoor Close Stukeley Meadows Huntingdon PE29 6GE</p> <p>Tel: 01480 412135 E-mail: Tom.Sanderson@huntingdonshire.gov.uk</p>
<p>Councillor D M Tysoe</p> <p>- Executive Councillor for Operations and Environment</p>	<p>Grove Cottage Maltings Lane Ellington Huntingdon PE28 0AA</p> <p>Tel: 01480 388310 E-mail: Darren.Tysoe@huntingdonshire.gov.uk</p>

Notice is hereby given of:

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

A notice/agenda together with reports and supporting documents for each meeting will be published at least five working days before the date of the meeting. In order to enquire about the availability of documents and subject to any restrictions on their disclosure, copies may be requested by contacting Mrs Helen Taylor, Senior Democratic Services Officer on 01480 388008 or E-mail Helen.Taylor@huntingdonshire.gov.uk. Agendas may be accessed electronically at www.huntingdonshire.gov.uk.

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



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

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

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

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

Notes:- (i) Additions changes from the previous Forward Plan are annotated ***

(ii) Part II confidential items which will be considered in private are annotated ## and shown in italic.

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
<i>Huntingdonshire District Council - Operational Asset Review 2014***##</i>	Cabinet	20 Nov 2014		<i>Colin Luscombe, Estates Strategic Assessment Tel No 01480 387086 or email Colin.Luscombe@huntingdonshire.gov.uk</i>		J A Gray	<i>Economic Well-Being</i>
Shared Service - Building Control	Cabinet	20 Nov 2014		Mr Andy Moffat, Head of Development Tel No. 01480 388400 or email Andy.Moffat@huntingdonshire.gov.uk		D B Dew	Environmental Well-Being
Approval of Council Tax Base	COMT (Chief Officers Management Team)	1 Dec 2014		Mr I Sims, Local Taxation Manager, Local Taxation Manager Tel No. 01480 388138 or email Ian.Sims@huntingdonshire.gov.uk		B S Chapman	Economic Well-Being
Anti-Social Behaviour, Crime and Policing Act 2014***	Cabinet	11 Dec 2014		Chris Stopford, Head of Community Services Tel No. 01480 388280 or email Chris.Stopford@huntingdonshire.gov.uk		D B Dew, T D Sanderson and D M Tysoe	Social Well Being and Environmental Well-Being
Rebate for Clothing & Shoe Bank Collections	Cabinet	11 Dec 2014		Mr Eric Kendall, Head of Operations Tel No. 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		D M Tysoe	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
Energy Management Plan	Cabinet	11 Dec 2014		Chris Jablonski, Environment Team Leader Tel No. 01480 388368 or email Chris.Jablonski@huntingdonshire.gov.uk		D M Tysoe	Environmental Well-Being
Council Tax Support Scheme	Cabinet	11 Dec 2014		A Burns, Benefits Manager, Benefits Manager Tel No. 01480 388122 or email Amanda.Burns@huntingdonshire.gov.uk		B S Chapman	Social Well-Being
Draft Budget & MTF5	Cabinet	11 Dec 2014		Mr Clive Mason, Head of Resources Tel No. 01480 388157 or email Clive.Mason@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Huntingdonshire Design Guide Supplementary Planning Document****	Cabinet	19 Mar 2015	Draft Supplementary Planning Document	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		D B Dew	Environmental Well-Being
Huntingdonshire Infrastructure Business Plan	Cabinet	23 Apr 2015	Draft Infrastructure Plan	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		D B Dew	Environmental Well-Being
Local Plan to 2036 - Proposed Submission	Cabinet	23 Apr 2015	Submission - Draft Local Plan	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		D B Dew	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
CPE - Civil Parking Enforcements	Cabinet	TBC		Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		D B Dew	Environmental Well-Being
ECML Crossing Closures	Cabinet	TBC		Paul Bland, Planning Service Manager (Policy) Tel No 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		D B Dew	Environmental Well-Being

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Agenda Item 4

Public
Key Decision - YES
* Delete as applicable

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: CORPORATE PLAN - PERORMANCE REPORT

Meeting/Date: SOCIAL WELL-BEING 4th NOVEMBER 2014
ECONOMIC WELL-BEING 6TH NOVEMBER 2014
ENVIRONMENTAL WELL-BEING 11TH NOVEMBER 2014
CABINET 20th NOVEMBER 2014

Executive Portfolio: Cllr JASON ABLEWHITE AND RELEVANT EXECUTIVE COUNCILLORS

Report by: POLICY AND PERFORMANCE MANAGER

Ward(s) affected: All

Executive Summary:

The purpose of this report is to brief Members on progress against the key activities identified in the Council's Corporate Plan for 2014/15 for period 1st July to 30th September 2014

Each of the Corporate Plan's strategic themes have been allocated to an Overview and Scrutiny Panel, as follows:

Social Well Being –	Working with our Communities
Economic Well – Being –	A strong local economy and Ensuring we are a customer focused and service lead council
Environmental Well- Being -	Enable sustainable growth

Recommendation(s):

Members are recommended to consider progress made against key activities and performance data in the corporate plan

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1. PURPOSE

- 1.1 The purpose of this report is to present to Members performance management information on the Council's Corporate Plan for 2014/15

2. BACKGROUND

- 2.1 The Council's Corporate Plan was adopted by Council in April 2014. This is a two year plan and outlines its own priorities and its role in supporting the shared ambition for Huntingdonshire. The plan sets out what the Council aims to achieve in addition to our core statutory services.

3. PERFORMANCE MANAGEMENT

- 3.1 Members of the Overview & Scrutiny Panels have an important role in the Council's Performance Management Framework and the process of regular review of performance data has been established. It is intended that Members should concentrate their monitoring on the strategic themes and associated objectives to enable them to adopt a strategic overview while building confidence that the Council's priorities are being achieved
- 3.2 Progress against Corporate Plan objectives is reported to Chief Officers Management Team quarterly on a service by service basis. A progress report from each Division includes performance data in the form of a narrative of achievement against each Key Action in the Corporate Plan and progress for each Performance Indicator those services contribute towards.
- 3.3 Overview and Scrutiny Panels will receive the appropriate quarterly performance reports, ordered by strategic theme. These will include performance data in the form of a narrative of achievement against each Key Action in the Corporate Plan and progress for each relevant Performance Indicator within each theme.
- 3.3 Cabinet will receive a quarterly performance report for each of the Corporate Plan strategic themes including all performance indicator data.

BACKGROUND INFORMATION

Performance Management reports

The Council's Corporate Plan

CONTACT OFFICER

Howard Thackray, Corporate Policy & Performance Manager

☎ (01480) 388035

CORPORATE PLAN – PERFORMANCE REPORT
STRATEGIC THEME - WORKING WITH OUR COMMUNITIES

Period July to September 2014

Key to status

G	Progress is on track	A	Progress is within acceptable variance	R	Progress is behind schedule	?	Awaiting update	progress	n/a	Not applicable to state progress
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Summary of progress for Key Actions

G	Progress is on track	A	Progress is within acceptable variance	R	Progress is behind schedule	?	Awaiting update	progress	n/a	Not applicable to state progress
	8		4		1					

Target dates do not necessarily reflect the final completion date. The date given may reflect the next milestone to be reached.

Summary of progress for Corporate Indicators

G	Progress is on track	A	Progress is within acceptable variance	R	Progress is behind schedule	?	Awaiting update	progress	n/a	Not applicable to state progress
	3		1							1

WE WANT TO: Create safer, stronger and more resilient communities

Status	Key Actions for 2014/15	Target date	Portfolio Holder	Head of Service	of	Progress Update
G	Manage the implementation of the joint CCTV service with Cambridge City	June 2014	Cllr Howe	Chris Stopford		Q2 Shared Service launched 1 st July 2014 The implementation project for the shared service continues – management responsibility has transferred to Chris Stopford – Head of Community; the Members Board and Management Board for the governance of the service has been established, and a project ‘close down’ review is underway Q1 Legal agreement signed by both Councils, new service started 2/6/14. Work to new network on track to meet the target date for a joint CCTV control room on the 1 st July 2014.
R	Increase the use of fixed penalty notices	March 2015	Cllr Tysoe	Eric Kendall		Q2- 2 FPNs issued for littering in Q2. Targeting littering from

	(FPN) for littering				cars. As the enforcement Officers are travelling between fly tips they observe litter being thrown from vehicles, which they duly note the reg no., place time and date and any other relevant details. Litter from vehicles is an issue for most local authorities as we then have to litter pick grass verges plus we are utilising travelling time more effectively. An FPN is then sent to the registered keeper. To date all have paid the FPN. Survey carried out in town centre to assess where best to target resources. Researching best practice from neighbouring authorities
G	Manage the Community Chest to encourage and promote projects to build and support community development.	Decisions made July 2014	Cllr Sanderson	Chris Stopford	<p>Q1 No litter FPNs served as yet. Discussions with Enforcement Officers as they have concerns in respect of doing this work.</p> <p>Q2 Community Chest grants have been paid out to 10 of the 20 successful awards, outstanding awards are pending further information from the organisations benefitting from the grant. Paid out funding £12,740. Pending funding £17,260</p> <p>Q1 Community development:- 2014/15 allocation meeting scheduled for 30 June all organisations awarded funds for projects must deliver the projects within 12 months of award. Details available end of July.</p> <p>Q2 Community development: Sports and Active Lifestyles Team:-</p> <ul style="list-style-type: none"> Delivered 26 free activity roadshows for age groups 5 to 11 years between during the summer holidays. There were 653 total attendances equating to an average of 25 per session. Street Sports 21 sessions were organised July to September with 128 total attendances with an average of 6 per session An extensive summer fun activity programme was delivered across all of one leisure sites and community settings with a total of 139 different activities offered. <p>Q1 Community development: Sports and Active Lifestyles Team:-</p> <ul style="list-style-type: none"> Deliver 28 free activity roadshows for age groups 5 to 11 years between 24 July and 2 September. Details available end of September. Street Sports activities for age groups 13 to 19 years 3
G	Deliver diversionary activities for young people	Monitoring reports complete Mid Oct 14	Cllr Howe (for commercial activities)	Jayne Wisely	

						evenings per week (term time only). Details available every 3 months.
A	Review our current partnership commitments to deliver value for money and alignment with corporate priorities	March 2015	Cllr Ablewhite	Adrian Dobbyne	Q2 A scope document has been prepared and is using a working definition of partnerships from the LGA and Audit Commission. Heads of Service will be asked to complete this so that we can assess the scale of our partnerships and do a follow up review so that we are satisfied the same criteria is being applied consistently. The detailed analysis will then be more targeted and can start to assess these partnerships in relation to value for money and their alignment to the corporate priorities. Q1 A project brief setting out the scope and outcomes for this project will be prepared by Quarter 2.	

WE WANT TO: Improve health and well-being

Status	Key Actions for 2014/15	Target date	Portfolio Holder	Head of Service	Progress Update
G	Investigate the business case for incentivising the private rented sector to take housing needs clients.	Ongoing	Cllr Chapman	John Taylor	Q2 Town Hall Lettings (a not for profit service which helps the private sector take on housing needs clients) has procured some properties which came into use in Q2. It is hoped this scheme will be expanded if the first properties prove to be successful. Q1 It is unlikely that given the current buoyancy of the private rented sector and lack of tenancies available within Local Housing Allowance rates that the Council would be able to offer sufficient levels of incentives to encourage landlords to work with the Council. Where opportunities do exist the Rent Deposit/Rent In Advance scheme or Town Hall Lettings Agency are used as incentives.
G	Review the current arrangements for commissioning temporary accommodation	Ongoing	Cllr Chapman	John Taylor	Q2 One of the schemes has delivered 4 additional units that came into use in Q2. The other scheme (delivering 13 units across three bungalows is progressing well with the properties purchased by Luminus and a change of use planning application being submitted and approved. The properties should be in use in Q3 following works to the properties. Q1 The Council is working on a project with one of its housing association partners to provide an additional 17 units of accommodation (across two schemes) that will reduce the need to use B&B as first stage temporary accommodation. It is hoped

G	Support healthy lifestyle through the provision of open space on new developments	Ongoing	Cllr Dew	Andy Moffat	<p>that this project will deliver in the autumn 2014.</p> <p>Q2 Development Management: As Q1.</p> <p>Q1 Development Management: Open space is being negotiated where relevant in line with the Local Plan policy.</p>
G	Carry out a review of the Disabled Facilities Grants (DFG) programme	July 2014	Cllr Dew	Andy Moffat	<p>Q2 Housing Strategy: Review complete for 2014/15.</p> <p>Q1 Housing Strategy: Report prepared on the shared Home Improvement Agency service after 2 years of operation, for O&S on 8th July and Cabinet on 17th July. Part of this review included the future requirement for DFG funding.</p>
G	Enable a new extra care scheme to be built to meet needs in St Ives and in Ramsey		Cllr Dew	Andy Moffat	<p>Q2 Housing Strategy: St Ives: Langley Court is due to be demolished shortly. The tenders for the contract to rebuild a new extra care scheme have exceeded the provider's expectations. The initial Planning Application was approved but this will now need to be further revised to redesign the scheme to make the project financially viable. Capital funding from HDC for the loan is being appraised. The HCA funding of £2.3m grant is intact. The scheme is projected to open in Autumn / Winter 2016.</p> <p>Ramsey: Officers have provided feedback to the developer on the third design, after which a planning application is expected.</p> <p>Q1 Housing Strategy: St Ives: Langley Court has been decanted of residents. Luminus are in the process of negotiating the contract for the new build. The planning application is nearing determination. The loan awaits the council's specialist consultant's support and these two issues affecting the critical path of the project plan should be resolved over the next few months.</p> <p>Ramsey: County Council have reiterated revenue support for this project. A site has been identified and the building is being designed</p>

							taking comments from planning officers, housing health and social care officers into account. A capital bid and a planning application are likely to follow in Autumn 2014 for start on site in 2015 and completion in 2016/17.
A	Reduce fuel poverty and improve health by maximising the number of residents taking up the grant funded 'Action on Energy' scheme	March 2015	Cllr Tysoe	Eric Kendall	<p>Q2 Target - 400 Home Energy assessments undertaken in homes in Huntingdonshire by 31st March 2015.</p> <p>Progress – Action on Energy scheme now fully operational, 62 (140 cumulative) Home Energy undertaken in Huntingdonshire Homes during the second quarter. Remain confident that target of 400 assessments will be reached with continued publicity over the coming six months.</p> <p>Q1 Target - 400 Home Energy assessments undertaken in homes in Huntingdonshire by 31st March 2015.</p> <p>Progress – Action on Energy scheme now fully operational, 78 Home Energy undertaken in Huntingdonshire Homes during the first quarter. Confident that target of 400 assessments will be reached.</p>		

WE WANT TO: Empower local communities

Status	Key Actions for 2014/15	Target date	Portfolio Holder	Lead Officer	Progress Update
A	Support community planning including working with parishes to complete parish plans		Cllr Ablewhite	Chris Stopford	<p>Q2 No further update from Q1</p> <p>Q1 Initial meeting with group of Parish Council taken place, focus of next Parish Council localism event co-sponsored by HDC now happened.</p>
A	Review control and management of Council assets	January 2015	Cllr Gray	Chris Stopford	<p>Q2 No further update from Q1</p> <p>Q1 Property & Estate Management: - an ongoing process with two main priorities – 1) establishes a reliable / efficient asset database, which can provide accessible information to multi-disciplinary teams and assist good asset management. 2) Review current practice and develop 5yr planned maintenance schemes for the estates – to reduce the total cost of repairs and maintenance.</p>

Performance Indicator	Full Year 2013/14 Performance	Quarter 2 2013/14 Cumulative Performance	Quarter 2 2014/15 Cumulative Target	Quarter 2 2014/15 Cumulative Performance	Quarter 2 2014/15 Cumulative Status	Annual 2014/15 Target	Forecast Outturn 2014/15 Performance	Predicted Outturn 2014/15 Status
<p>Disable Facilities Grants – Average time (in weeks) between date of referral to practical completion for minor jobs up to £10k</p> <p>Aim to minimise</p> <p>Comments: (Development) This information is provided by Cambs Home Improvement Agency. It is a snapshot of performance relating to grants completed within each quarter and cumulative figures are not provided. This will be reported using all data at the end of the year.</p>	31 weeks	n/a	n/a	21 weeks	G	24 weeks	24 weeks	G

AFFORDABLE HOUSING WORKING GROUP (Report of the Working Group)

1. INTRODUCTION

- 1.1 The Affordable Housing Working Group met on 22nd July and 23rd September 2014. The Working Group comprises Councillors I Curtis, R Fuller, P Kadeware and S Van de Kerkhove. Councillor D Dew, Executive Councillor for Strategic Planning and Housing attended the meeting in September.
- 1.2 Mrs C Bond, J Collen, Mrs J Emmerton and A Roberts were in attendance at the meetings.

2 TERMS OF REFERENCE

- 2.1 The Working Group has considered a range of options for investigation. It has been decided to work to the following Terms of Reference:

The Working Group will make recommendations for the next Housing Strategy 2016-19 by:

- Considering and making recommendations on ways to deliver affordable housing; and
- exploring ways to encourage more affordable housing in rural villages including through the rural and enabled exceptions policy of the Local Plan, through the Community Land Trust model and through analysis of best practice nationally and assessment of which of these are suitable for adoption in Huntingdonshire.

- 2.2 To inform this work, the Working Group will:

- receive briefing notes on the objectives,
- undertake a thorough assessment of national best practice,
- consult the Executive Councillor on the terms on the study, and
- consult other Councillors on the terms on the study.

3 AFFORDABLE HOUSING AND NEW LOCAL PLAN.

- 3.1 At the meeting on 23rd September, the Working Group has received detailed information on the identified affordable housing need, on affordable housing delivery in the past and in the future and on funding streams. Following discussion on this information, the Working Group has asked for:

- further analysis the Housing Register by area, band and dwelling size,
- the impact of policies and affordable housing provision in neighbouring authorities on demand for affordable housing in Huntingdonshire, and
- data on shared ownership.

The purpose of this is to look at ways of reducing the size of the Register.

- 3.2 At the September meeting, the Working Group has examined draft policies for inclusion in the new Local Plan to 2036, which are relevant to affordable housing. In particular, Members have been acquainted with the terms of draft policies on Neighbourhood and Community Planning, Affordable Housing Provision and Rural Exceptions Housing. They are satisfied that the policies will create a framework, which will enable innovative approaches to the provision of affordable housing to be adopted. The draft policies have, therefore, been endorsed, subject to further work being undertaken to investigate whether a policy can be created that enables exception sites to be located on the edge of towns and key service centres to enable the delivery of more affordable housing on these sites. A further suggestion has been made that the Council should actively promote the provision of affordable housing on Exceptions sites to town and parish councils as they may have land holdings that could be used for this purpose. The Working Group will review a list of exceptions sites at its next meeting.
- 3.3 The Working Group has received an update on housing development at Alconbury Weald. Having discussed the level of affordable housing to be provided on the site, the Working Group has requested further updates in future.

4 STUDY PLAN

- 4.1 The Working Group has devised a plan leading to the completion of the study. In addition to those identified in the previous section, the actions listed below will be undertaken.

Session 3

Review of:

- Rural housing programme – past and future
- Community Land Trust model
- Ways to increase awareness / take up
- Work of Foundation East

To be completed by the end of November 2014.

Session 4

Review of:

- detailed analysis the Housing Register by area, band and dwelling size,
- the impact of policies and affordable housing provision in neighbouring authorities on demand for affordable housing in Huntingdonshire, and
- data on shared ownership.

To be completed by the end of January 2015.

Session 5

Review of:

- Horizon scanning on national best practice for delivering affordable housing
- Other evidence submitted.

Agree recommendations on ways to deliver new affordable housing.

Report to be submitted to the Overview and Scrutiny Panel (Social Well-Being) in March 2015 with a view to making recommendations to the Cabinet in April 2015.

5 RECOMMENDATION

- 5.1 The Panel is requested to endorse the Working Group's proposed study programme and its conclusions on relevant policies in the draft new Local Plan.

BACKGROUND INFORMATION

Affordable Housing Working Group file held by Democratic Services Section.

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CURRENT ACTIVITIES

STUDY	OBJECTIVES	PANEL	STATUS
Great Fen	To monitor the developments in respect of the Great Fen.	Environmental Well-Being	The Project Collaboration Agreement has been renewed for a further 5 year period. Site visit to be arranged with an invitation being extended to the Economic well-Being Panel. This will take place on 7th November.
Flood Prevention within the District	To investigate flood prevention arrangements in the District and the impact of flooding on associated local policy developments.	Environmental Well-Being	Representatives from the Environment Agency delivered a presentation on flood risk management within Huntingdonshire. A scoping report was considered by the Panel in April 2014 and a Working Group was appointed. The Chief Executive and Clerk to the Middle Level Commissioners delivered a presentation to the Panel's June 2014 meeting to outline their role with flood alleviation in the District. Meeting of the Working Group to be arranged.
Waste Collection Policies	To assist the Head of Operations and Executive Member for Operations & Environment with reviewing waste collection policies in relation to the collection points for wheeled bins/sacks and remote properties (farms and lodges).	Environmental Well-Being	First meeting of Working Group held on 24 th June 2014. Further meeting to be arranged to consider the outcome of the survey work being undertaken by the Operations Division on affected properties and various other matters.
Litter Policies and Practices (to include graffiti removal)	To be determined following receipt of scoping information.	Environmental Well-Being	Head of Operations to address Panel on the Council's litter policies and practices – to include graffiti removal. Report to be presented to a future meeting.
Project Management	To be agreed during the study planning session in November.	Economic-Well Being	An update on the activities of the Council's Project Management Board has been provided to the Panel. The Corporate Team Manager will prepare an update for their meeting in December 2014.
Facing the Future	Ongoing monitoring role of financial implications of Facing the Future for the Medium Term Financial Strategy.	Economic Well-Being	The Panel has received an update on progress with the delivery of the Facing the Future programme. A further update will be prepared for the Panel's meeting in December.

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Panel Date	Decision	Action	Response	Date for Future Action
	<u>Hinchingbrooke Hospital</u>			
	(a) Management of the Hospital			
5/04/11/ 2/10/12/ 5/03/13/ 1/04/14	With effect from 1st February 2012, Circle took over the management of Hinchingbrooke Hospital and representatives of Circle and the Hospital have since attended the Panel's meeting on an annual basis. Agreed to come back in a year's time to provide a further update.		Invite all O&S Members and Ruth Rogers, Chair of Healthwatch Cambridgeshire when discussion on Hinchingbrooke Hospital takes place.	7/04/15
	(b) Hinchingbrooke Hospital Joint Working Group			
4/12/12	Joint Working Group with the County Council was established comprising District Councillors S J Criswell and P Kadewere.	Working Group met on 23rd January 2014.		
4/2/14	Concerns raised by the Panel over staff morale and management of complaints by the Hospital. These matters will be pursued at the next meeting.			
	(c) Financial and Operational Performance			
4/12/12 & 5/02/13 & 02/07/13 4/02/14	Presentation received from Mr R Murphy and Mr K Poyntz, representatives of Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) on the financial and operational performance of the Hospital. Agreed at the February 2014 meeting that some focus should be placed upon monitoring CCG's performance.	Reports to be presented to the Panel every six months.	Last Update delivered in September 2014. Next report due February 2015.	03/02/15
8/07/14	Attention drawn to funding levels for GPs and the impact this was having on surgeries. Agreed to raise	CCG informed of the Panel's concerns.	Advised that the core contract for GPs was held by NHS England and	

Panel Date	Decision	Action	Response	Date for Future Action
2/9/14	the matter with the CCG in September 2014. Presentation received from Mr R Murphy and Mr K Poyntz. Agreed to receive presentation on hospital accountability.	Dates requested from CCG.	that the matter would be best discussed with the organisation. CCG are aware of the pressures primary care services are under.	
4/12/12 & 4/03/14 10/06/14	<u>Delivery of Advisory Services Within the District</u> The Voluntary Sector Working Group comprises Councillors R C Carter, Mrs P A Jordan, P Kadewere and Mrs R E Mathews Annual performance report presented. Councillors also appointed to the Working Group.			
4/06/14	<u>Corporate Plan</u> Councillors S J Criswell and R C Carter appointed to the Corporate Plan Working Group.		The performance report for quarter two appears elsewhere on the Agenda.	4/11/14
	<u>Housing Benefit Changes and the Potential Impact on Huntingdonshire</u> Reports on the impact of changes to the Housing Benefit system to be considered by Panel on a six monthly basis.		Members of the Economic Well-Being Panel will be invited to attend for this item. Next report expected December 2014.	2/12/14

Panel Date	Decision	Action	Response	Date for Future Action
<p data-bbox="215 316 320 341">7/01/14</p> <p data-bbox="194 550 340 611">10/06/14 & 8/07/14</p>	<p data-bbox="374 245 869 272"><u>Redesign of Mental Health Services</u></p> <p data-bbox="374 316 1066 512">Representatives of Cambridgeshire and Peterborough Clinical Commissioning Group (C&P CCG) updated Panel on redesign of mental health services. Suggestion made to invite representatives of the service user group to a future meeting together with other relevant groups such as Hunts Mind.</p> <p data-bbox="374 550 1066 815">Representatives from the Mental Health Service User Network (SUN) and Mind in Cambridgeshire attended Panel's meeting. Delivered an insight into the impact of the redesign upon mental health service users. A further consultation has been launched on Personality Disorder Community Service/Complex Cases Service, including Lifeworks. Panel requested for it to be circulated around.</p>	<p data-bbox="1090 550 1366 715">Consultation circulated around electronically to Panel Members on 12th June 2014.</p>	<p data-bbox="1393 550 1877 715">A number of comments made on the proposals. Response to the consultation submitted to the Cambridgeshire and Peterborough Foundation Trust.</p>	
<p data-bbox="215 927 320 952">2/09/14</p>	<p data-bbox="374 860 622 887"><u>Shape Your Place</u></p> <p data-bbox="374 927 1066 991">Annual report received. Recommended that the six Shape Your Place sites should be retained.</p> <p data-bbox="374 1029 1066 1193">Agreed that, in future, the report on the performance of the Shape Your Place system should be circulated to Members on an annual basis but only submitted to the Panel should any issues arise with the system that required to be addressed.</p>		<p data-bbox="1393 927 1877 991">Further performance report to be circulated annually.</p>	
	<p data-bbox="374 1238 1066 1302"><u>Review of Elderly Patient Care at Hinchingsbrooke Hospital</u></p>			

Panel Date	Decision	Action	Response	Date for Future Action
4/06/13	Working Group appointed comprising Councillors S J Criswell, Mrs P A Jordan and P Kadewere to undertake a review of elderly patient care at Hinchingsbrooke Hospital. The study will be undertaken in conjunction with the Hospital.	Meetings held on 18th July and 11th November 2013 and 24 th February 2014.		
10/06/14	Councillor Mrs R E Mathews appointed to the Working Group.			
8/07/14	Next meeting of the Working Group to be held after the Panel's September 2014 meeting to discuss the general care and support provided to elderly patients.		A meeting was held on Tuesday 21 October – see item elsewhere on the Agenda.	04/11/14
	<u>Procurement of Older Peoples Programme</u>			
10/06/14	Panel endorsed a response to the Clinical Commissioning Group's consultation on proposals to improve older peoples healthcare and adult community services. Panel to continue to monitor the procurement as matters develop.	Response from the CCG awaited.		
	<u>Affordable Housing</u>			
4/03/14	Councillors R Fuller, P Kadewere and S M Van De Kerkhove appointed onto a Working Group to carry out the study, together with former Panel Member Councillor I C Curtis.	First meeting held on 22 nd July 2014 to scope out the Working Group's investigations. Second meeting held on 23 rd	Terms of Reference agreed and further actions identified. Terms for draft policies for the new Local Plan discussed and	

Panel Date	Decision	Action	Response	Date for Future Action
		September 2014 on the new Local Plan. Executive Councillor present.	recommendations made. See separate item on the Agenda.	04/11/14
	<p><u>Notice of Key Executive Decisions</u></p> <p>Nothing has been requested at present.</p>			
	<p><u>Huntingdonshire Strategic Partnership (HSP)</u></p> <p>Huntingdonshire Community Safety Partnership</p> <p>Annual review of the work of the Partnership.</p> <p>Children and Young People</p> <p>Details of the thematic group's outcomes and objectives have been received together with the latest report of the group, outlining its terms of reference, membership and current matters being discussed.</p> <p>Health and Well-Being</p> <p>Background information received on the thematic group's outcomes, terms of reference, membership and Action Plan.</p>	<p>Invitation extended to the Chair and Lead Officer of the thematic group. It is expected that they will attend in December 2014.</p> <p>An invitation will be extended to the Chair and Vice-Chair to attend a</p>	<p>The Panel considered the Annual report at their meeting on 7 October 2014.</p>	2/12/14

Panel Date	Decision	Action	Response	Date for Future Action
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		future meeting once they have been appointed in November.		
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ACTION LOG
 (Requests for information/other actions other than those covered within the Progress Report)

<u>Date of Request</u>	<u>Description</u>	<u>Response</u>
	None identified at present.	